



ATHLETICS NORTH QUEENSLAND

# COVID Event Plan

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## Track and Field 24/8/2020





## Message from the ANQ Office

Below is a COVID SAFE Event Plan to conduct of **Track and Field** Events, including club days up to 500 people. Similar plans for Recreational Running and Cross Country are also available.

While this plan is intended to be implemented by Athletics North Queensland and our affiliated bodies, a key part of the COVID Safe Plan is to have clear communication to all participants about the plan and the expectations that will be placed on them.

In summary some of the significant changes are:

### Participant

You will be asked to spend as little time at the venue as is practicable, you will need to follow social distancing at all times other than when competing, you may be required to stay in your groups and not co-mingle with other groups, results will be electronically posted out during or after the event, you will be required to follow hygiene procedures.

### Parents, Coaches and Spectators

Will be required to social distance at all times and are not allowed to enter field of play, unless your registered to volunteer at the event / with age groups. Everyone will need to register online before the event, including parents and spectators.

Good COVID hygiene must be practiced.

No one should attend if they have any symptoms, have been in a COVID Hotspot in the last 14 days or been in contact with someone from a hotspot in the last 14 days.

While this is an additional document to read, we encourage you to read this plan to better understand how competitions and club event will run. The plan is a living document and will be updated as required.

We're looking forward in welcoming everyone back to track and field, though what we did in the past will be different to the future.

If anyone has any questions please feel free to contact the office on:

P: 07 4721 4998

E: [athletics@athleticsnorthqld.org.au](mailto:athletics@athleticsnorthqld.org.au)

Regards

Athletics North Queensland

Blue = updated advice

This plan is provided to assist clubs in conducting **Track and Field** events that comply with the current Queensland Government regulations as set out in the Stage 3 Roadmap and Outdoor Sports Industry COVID SAFE Plan.

Clubs should carefully consider this document and contact Athletics North Queensland with any questions.

Clubs must contact Athletics North Queensland with COVID Safe plans before the event can be ANQ sanctioned.

### **Core Responsibilities**

- Good COVID safe hygiene is to be required of all participants and spectators. Areas include:
  - At all entry and exit points
  - Communal areas and shared facilities
  - Share participant equipment
- No one should attend if they have any symptoms of COVID 19
- No one should attend if they have been in a designated COVID hot spot in the last 14 days, or have been in contact with someone from a COVID hotspot in the past 14 days
- A attendance record, including contact information, needs to be kept on all persons that attend the event including spectators, parents and coaches
- The event should not have more than 500 persons
- The number of persons allowed under 500 is dictated by the ability to ensure social distancing for all attending while not on the field of play
- Social distancing is not required on the field of play when athletes are competing
- Social distancing is required by all, including participants, when not competing
- All participants should spend as little time at the venue as possible, participants should arrive just in time for warm up and leave as soon as their event finishes, results to posted electronically during or after the event.
- Contact with officials and event volunteers should be avoided.
- Each event should have a designated COVID SAFE Safety officer who is responsible for implementation of this plan and must complete the free online [“Return to Play: COVID Safety Officer”](#) course
- Separation of participants – via group arrangement, should occur to prevent co-mingling. Age grouping is suggested for large events, with combined age groups suggested for smaller events. There should be a separate group for officials
- Clubs and events must be able to follow contract tracing requirements

### **Pre Event Plan**

- Check with the venue owner for any specific requirements
- Non-essential events should be removed from the timetable
- Signage must be created, such as entry and exit and social distancing reminders, to place around the venue.
- Design the timetable of events so as to minimise the number at the venue at any one time. The timetable should also ensure no interaction between groups
- Call Room/Marshalling, where possible should not occur. Athletes should be instructive to meet by a certain time at the starts area or field event. Event timetables should show separate times for each track event. Additional plan may need to be created to cater for younger athletes that show social distancing and hygiene measures.

- Ensure there is a designated spectator area, that is of sufficient size to ensure good social distancing of all spectators at all times. Extra measure may need to be implemented around popular areas, such as the finish line, to control spectators
- No tents or shade shelters are to be brought to the event by spectators and visiting clubs, unless the event doesn't have shade option available. If shade is not available, spectators and clubs must get approval from event organisers, in advance is possible, to ensure procedures and locations can be discussed.
- All those attending, including spectators, parents and officials, must preregister for the event, preferably via the Revsport system.
- All competitors should be members of Athletics North Queensland for insurance and contact information.
- No registration on the day
- Hygiene and cleaning products to be purchased in advance
- Hand sanitising stations should be provided at, entry, exit, all event sites, finish line, admin and official's area, call room, equipment shed and toilet facilities.
- Design the timetable of events so as to minimise the number at the venue at any one time. The timetable should also ensure no interaction between groups.
- Personal equipment must not be used unless absolutely required. Events should list implements that are available in the competition pool on pre event information.
- Non-essential activities that attract crowds, such as merchandise stands, should not occur
- Event should have an Officials/Volunteers manual to assist educate the workforce on protocols. A template will be available from ANQ shortly.
- Canteen Coordinators must have completed a food safety course, such as the free courses by Good Sport and [DoFoodSafety](#), and follow the [COVID Safe Checklist: Dining and Drinking](#). Volunteers working in the canteen should also have completed a food safety course.

### Event day

- Arrive early and ensure the venue is set up as per the COVID SAFE Plan, the designated COVID SAFE Officer should check all arrangements and sign off before any participants can enter the venue
- Ensure signage specifying social distancing at all times other than when competing on the field of play
- If possible, make regular announcements asking for social distancing to be maintained.
- Official should have no physical contact with competitors unless absolutely necessary. The start and finish areas should be conducted in a total noncontact way. Athletics North Queensland can assist you with ways to achieve this if required.
- Athletes should leave the venue as soon as possible, results to be posted electronically during or after the events concludes
- There are to be no medal ceremonies
- Medical Staff attending must have a COVID Safe Plan
- Delivery personnel and contractors, such as coffee vans must sign the attendance register and event waiver.
- Rain could cause issues with social distancing when there is not enough shelter available. Suggest postponing events if venue is not suitable for social distancing
- If possible, Officials meals should be individually packed and delivered to their location
- Technical Officials area's can't have athletes, spectators or parents accessing it



- A bib collection station may be required, this must be constructed in such a way as to ensure social distancing – example two tables deep or use of bunting to ensure a minimum 1.5 meters from those collecting and the officials. Athletes to form a single line with 1.5 m spacing designated by cones or other means.
- All athletes pre entered online and on the day entries should not be allowed
- All officials to be given individual hand sanitiser bottles
- Ensure that social distancing and good hygiene is maintained at all times, toilet facilities kept clean and not crowded. Regular cleaning of toilet facilities may be required.
- Surfaces such as tables should be cleaned with disinfectant wipes on a regular basis
- There must be no commingling or contact between groups.
- Athletes are required to clean their hands before they use of any equipment that is shared in a group, [unless certain cleaning products are used that give COVID protection for up to 24 hours on high touch surfaces, where then only cleaning of hands is recommended](#). Cleaning equipment will be required after a group has finished using it/before another group uses it.
- Sharing of competition chalk powder should not occur. Event organisers to have systems in place for athlete use.
- High Jump and Pole Vault Mats - Cleaning of mats will be required after a group has finished using it/before another group uses it. [70% Ethanol 30% water solution, or alternatively steam cleaned, 30 min before the competition begins and straight after the competition concludes](#)
- Disposable hip numbers to be allocated to athletes once for the duration of the event/competition. Event organise will not collect them after use.
- Officials setting up Water station for long distance events must use gloves, and spread-out cups (multiple tables may be required). Athletes must collect cups themselves, with an official present to manage hygiene.
- Athletes must wash their hands before using the water station at the finish line. Recommended that a Technical Official manages this process.
- If personal equipment is allowed, it must be checked into the equipment shed before use. The equipment official requires to wear gloves on collection before it is checked and cleaned for use.
- [Officials at 60m up to 400m events must clean starts area after each group has finished, via spraying the surface and blocks.](#)
- Officials [should wear](#) gloves when retrieving implements at throwing events, [unless certain cleaning products are used that gives COVID protection for up to 24 hours on high touch surfaces, where then only cleaning hands is recommended](#). At smaller events athlete can be instructive to collect their own implement.
- Passing relays should not be held in the 2020 season, [unless certain cleaning products are used that gives COVID protection for up to 24 hours on high touch surfaces.](#)

[Sigura Hospital Grade Disinfectant](#) is effective against Covid-19 and it is a simple and effective way to protect surfaces continually for up to 24 hours (unless heavy abrasion occurs)