

**> BE COVID SAFE.
HELP NSW STAY IN BUSINESS.**



Your COVID-19 Safety Plan

Gyms, indoor recreation and swimming pools

Business details

Business name	Guyra swimming pool
Business location (town, suburb or postcode)	Guyra
Completed by	Randy Mulligan
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Effective date	27 September 2021
Date completed	26 September 2021

Wellbeing of staff and customers

Exclude staff, volunteers and visitors who are unwell from the premises.

Agree

Yes

Tell us how you will do this

refuse entry to anyone that has signs of being unwell,
have signage displaying this information

Display conditions of entry including requirements to stay away if unwell and record keeping.

Agree

Yes

Tell us how you will do this

Display conditions of entry at the front counter and throughout the centre

Provide staff with information and training on COVID-19, including when to get tested, physical distancing, wearing masks and cleaning.

Agree

Yes

Tell us how you will do this

have a toolbox meeting with staff

Encourage staff to access COVID-19 vaccination. Bookings can be made via the Vaccine Clinic Finder at: <https://covid-vaccine.healthdirect.gov.au>

Agree

Yes

Tell us how you will do this

make staff aware of the importance of getting vaccinated. where and how to get it done

Other types of venues or facilities within the premises must comply with relevant Public Health Orders and complete COVID-19 Safety Plans where applicable. For example, food and drink premises such as cafés and kiosks can only provide takeaway services.

Agree

Yes

Tell us how you will do this

insure other venues have a up to date covid plain

Physical distancing

Capacity at the facility, including in any pools, must not exceed one person per 4 square metres of the outdoor area of the premises.

Agree

Yes

Tell us how you will do this

measure pools and spaces to determine max capacity, have signage to inform public of this info

Pool operators must take reasonably practicable steps to ensure people who are not from the same household do not gather in groups of more than:

a) If all people in the gathering who are 16 and over are fully vaccinated – 5 persons, not including children 12 years and younger, or

b) 2 people.

Agree

Yes

Tell us how you will do this

spread seating out, ask people not to gather in big groups

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing, including at the ends of the pool**
- **between seated groups**
- **between staff.**

Note: There is no requirement to close swimming lanes.

Agree

Yes

Tell us how you will do this

have signage of max capacity for that area, as well as markers on floor and seating

Indoor spaces must be closed to the public, except for change rooms and communal facilities, and spaces where patrons must transit through to access an outdoor pool or takeaway food and drink services. Saunas, steam rooms and spa pools must be shut.

Agree

Yes

Tell us how you will do this

ensure entry is well ventilated, avoid queuing

Consider strategies to reduce people congregating for long periods of time around the pool when not swimming such as promoting the concept of 'arrive, swim, leave', introducing timed entry sessions, displaying signage, PA announcements, and restricting access to communal seating areas.

Agree

Yes

Tell us how you will do this

practice and advertise arrive, swim, leave, close communal BBQ areas

Avoid congestion of people in any specific areas within the venue where possible, such as at pool entrances/exits and change rooms and other communal facilities.

Agree

Yes

Tell us how you will do this

display Max occupant signage in all areas

Strategies must be in place to reduce crowding and promote physical distancing in communal facilities such as showers, change rooms and lockers, for example by staggering the use of communal facilities and encouraging visitors to shower/change at home where possible.

Agree

Yes

Tell us how you will do this

show signs to encouraging visitors to shower/change at home where possible.

Have strategies in place to manage gatherings that may occur immediately outside the premises, for example by displaying signage or having PA announcements.

Agree

Yes

Tell us how you will do this

signage out side the centre to ask people not to gather

Ventilation

Review the 'COVID-19 guidance on ventilation' available at

<https://www.nsw.gov.au/covid-19/getting-back-to-work-a-covid-safe-way/ventilation-guidance> and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

all doors and window to be open when public is using the pool

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

put tables and chairs apart

In indoor areas, increase natural ventilation by opening windows and doors where possible.

Agree

Yes

Tell us how you will do this

all doors and window to be open when public is using the pool

In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).

Agree

Yes

Tell us how you will do this

n/a

Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).

Agree

Yes

Tell us how you will do this

n/a

Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.

Agree

Yes

Tell us how you will do this

open doors and windows

Hygiene and cleaning

Face masks must be worn by staff and customers in indoor areas, unless exempt.

Note: People engaging in exercise are exempt. Lifeguards may remove masks during emergency situations and to assist with clear communication.

Agree

Yes

Tell us how you will do this

provide and ensure staff are wearing masks where possible

Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.

Agree

Yes

Tell us how you will do this

hand sanitiser stations set up around centre

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.

Agree

Yes

Tell us how you will do this

check change rooms regular

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day. Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use. Encourage visitors to wipe down equipment after they have finished using it

Agree

Yes

Tell us how you will do this

wipe all frequently used areas with a disinfectant, remove any objects from the pool ground that are not essential

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, volunteers, visitors and contractors.

Agree

Yes

Tell us how you will do this

have qr codes ready available for staff and visitors

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the premises.

Agree

Yes

Tell us how you will do this

check QR tick before entry to pool

If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, volunteers, visitors and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

promote QR code if possible, have staff trained in what information is needed and where to document it

I agree to keep a copy of this COVID-19 Safety Plan at the business premises

Yes