



RETURN TO TRAINING

2020 FRAMEWORK

Hockey ACT version 20 May; Central version 21 May

VERSION 1

UPDATED 20TH MAY, 2020



Return to Training & Play - 2020 Framework

OVERVIEW

The Board and Management of Hockey ACT are committed to delivering a strong, enjoyable and successful Hockey season in 2020. Working with **Sport & Recreation ACT**, **Hockey Australia** and **The AIS Framework for Rebooting Sport in a Covid-19 Environment** principles the following ACT Guidelines for Hockey (including Return to Training & Play) have been developed. The Guidelines will continue to evolve as updated direction is provided by relevant authorities, Hockey ACT will mark the date of when the document was last updated and version number in the footer of the document. In the event there are changes which will have a material impact on your clubs guidelines or operations Hockey ACT will highlight these changes and distribute to members via our regular communication channels and with updates on the Hockey ACT website.

REVIEW OF GUIDELINES

As part of the ACT Government guidelines, this document will be regularly monitored and reviewed, and updated as necessary. This document will remain fluid and updated as required throughout the COVID-19 pandemic period. This will ensure the document and advisory guidelines remain as up-to-date as possible.

ADDITIONAL INFORMATION & LINKS

National Principles and AIS Framework

- [AIS Framework for rebooting sport in a COVID-19 environment – EXECUTIVE SUMMARY](#)
- [AIS Framework for rebooting sport in a COVID-19 environment – FULL DOCUMENT](#)
- [National Principles for the resumption of Sport and Recreation activities](#)

ACT Sport & Recreation Links:

- [ACT Sport & Recreation Website](#)
- [ACT Sport & Recreation – Resumption of Training FAQ from May 13, 2020](#)
- [Return To Play In A COVID-Safe Environment](#)

ACT Government Links:

- [ACT Government COVID-19 Public Health Directions](#)
- [Prevent the Spread of Germs Poster](#)
- [Hand Washing Poster](#)
- [Identifying the Symptoms Poster](#)

COVIDSAFE APP

Hockey ACT encourage the Hockey Community to download the COVIDSafe App as this speeds up the contact process for people exposed to COVID-19, helping to support you, your family and friends. The Board of Hockey ACT are wanting to ensure we take every measure possible to help limit any exposure, and keep the community as whole as safe during this COVID-19 pandemic.

The COVIDSafe app helps find close contacts of COVID-19 cases. The app helps state and territory health officials to quickly contact people who may have been exposed to COVID-19. The COVIDSafe app speeds up the current manual process of finding people who have been in close contact with someone with COVID-19. This means you'll be contacted more quickly if you are at risk. This reduces the chances of you passing on the virus to your family, friends and other people in the community.

State and territory health officials can only access app information if someone tests positive and agrees to the information in their phone being uploaded. The health officials can only use the app information to help alert those who may need to quarantine or get tested.

The COVIDSafe app is the only contact trace app approved by the Australian Government.

*** Please be advised, downloading the app is a personal choice, and everyone should considering their personal circumstances before downloading the COVIDSafe app. More information can be found [here](#).*

RESUMPTION OF SPORT

In preparing the **Hockey ACT Return to Training Framework** the protection of the health of individuals and communities has been the primary focus and will remain the focus of Hockey ACT while the risk of COVID-19 transmission remains.

INDIVIDUAL RESPONSIBILITY

A key component of the Return to Hockey Guidelines depends upon individuals taking responsibility for their own health and wellbeing, as well a putting the communities' health and needs above their own hockey commitments.

UNDER NO CIRCUMSTANCES SHOULD ANYONE WHO IS FEELING UNWELL (HOWEVER MILD THE SYMPTOMS) ATTEND ANY HOCKEY ACT FACILITY OR EVENT WHILE THESE GUIDELINES REMAIN IN PLACE AND THE RISK OF COVID TRANSMISSION REMAINS.

COVID-19 SYMPTOMS

The Coronavirus can affect individuals in different ways, most infected people will develop mild to moderate symptoms of the virus which may include:

- Fever
- Dry Cough
- Tiredness
- Flu like Aches & Pains

Some people may experience the following symptoms:

- Nasal Congestion
- Sore Throat
- Runny Nose
- Diarrhea

If you are experiencing any of the above symptoms or have been in contact with someone who has tested positive to COVID-19 or has the above symptoms within the last 14 days please do not present at a Hockey venue and follow appropriate ACT Government quarantine and testing requirements.

COMMUNICATION OF GUIDELINES

Hockey ACT will communicate all guidelines in the following manner:

- Directly to Club and Association Presidents/Secretaries in the first instance;
- A link to the Return to Play Policies will be placed on the Hockey ACT Website;
- Notification on social media sites with regular updates to ensure members are reading most recent versions.

CLUB REQUIREMENTS

All clubs are required to generate their own Return to Training Framework. The content of this document is a minimum requirement that clubs will need to have in place to resume training. The content below is compulsory for all clubs that are training at the National Hockey Centre, Lyneham and Tuggeranong Hockey Park, Greenway.

Clubs have two options:

- Utilise the document in its current format as their own Framework;
- Use the content as a minimum and add additional information. Each club is reminded that if they are utilising additional facilities not operated by Hockey ACT than those facilities will need to be considered in a Clubs plan.

*Please note clubs must abide by the Hockey ACT Protocols outlined below and are unable to make adjustments to Hockey ACT Facility requirements.

Current ACT Government Guidelines

APPROVED TRAINING ACTIVITIES

The ACT Government has eased restrictions to allow sport in the Canberra community to resume under a phased approach. Commencing with “small group” non-contact outdoor activities (individual groups of no more than 10 participants inclusive of coaches or support staff), will allow each phase to be closely monitored for any impacts before further easing of restrictions.

All individual sport and activity providers should ensure they are complying with the ACT Government’s general principles for the return of sport. From Saturday May 16, 2020:

- Outdoor sports only;
- Limit activities to small individual groups with a maximum of 10 participants (inclusive of coaches and support staff);
- Get in, train and get out;
- Practice good hand hygiene before and after training;
- Avoid physical contact between participants;
- Change rooms, canteens and kitchens remain closed – arrive dressed and ready to train;
- Stay home if you are unwell;
- Don’t share drinks or towels;
- Sharing of equipment such as balls and weights is allowed however should be kept to a minimum;
- Sportsgrounds must be booked prior to use;
- Keep a distance of 1.5 metres from other people; and
- Follow the one person per 4 square metres rule to ensure sufficient physical distancing between participants.

(The full document & guidelines can be found [here](#))

Each individual sporting organisation from peak bodies to individual clubs must develop a Return to Play in a COVID-safe Environment Plan (HACT Return to Training Framework) to guide your return.

The ACT Government is mandating training be conducted under the policy of:

“Get In, Train, Get Out!”

Meaning that individuals are not permitted to linger within facilities prior to or after

Hockey ACT Protocols

To ensure that Hockey ACT is meeting all ACT Sport & Recreation requirements; the following Hygiene, Training and Facility guidelines are being implemented at all Hockey ACT venues:

GENERAL HYGIENE GUIDELINES

- Sharing of personal equipment is not permitted and under no circumstances should an individual handle equipment that is not theirs. - Including but not limited to Hockey sticks, shoes, clothes, face masks, shin pads etc.
- Mouth guards are to only be placed in mouths or storage containers. Please do not place them on facility surfaces or put them in socks. Each time a mouth guard is touched individuals should use hand sanitiser or wash their hands.
- Team equipment and training aids should only be handled by one person during a session. This person must be responsible for set up and pack up of equipment. The same individual will be responsible for ensuring all equipment is wiped and sanitised at the completion of each session.
- Players are to avoid handling hockey balls during sessions where possible.
- Players to bring light and dark tops – Shared bibs/tops can not be used.
- Social distancing rules apply to all training sessions on and off the pitch - Training drills should be designed with social distancing measures in place meaning individuals remain at least 1.5m apart.
- Personal hygiene guidelines:
 - Take care to store your mouthguard appropriately when not in use
 - Do not share drink bottles, clothing, towels etc.
 - Bring your own water bottle/s to training filled with sufficient quantities to get through a training session. Taps will be available however usage is discouraged unless essential
 - Use hand sanitiser when entering the pitch and as required during your training session. *Please be advised that this the responsibility of the individual, and will be a requirement that you bring your own hand sanitiser when attending Hockey ACT facilities. (This is to avoid multiple handling of the same hand sanitiser.)
- Change rooms will be closed.
- Arrive at training dressed and ready to train. Shower at home prior to training and wear clean clothing.
- Shower at home after training and wash clothing to reduce transmission risks.

GENERAL TRAINING GUIDELINES

- Two separate groups of 10 people maximum can train on one hockey pitch at any one time (half field per group). These groups must remain at least 10 metres away from each another at all times. This total of 10 participants includes any coach, manager or team official involved with a training session. No other individuals will be permitted access to the field of play (maximum of 20 people per field of play).
- Every individual involved in the groups of 10 must be registered for the 2020 season. This is to ensure that we can notify individuals should an outbreak occur and also ensure that individuals are covered by insurance.
- An individual can only interact with 9 other people during the training session. Under no circumstances are people to switch between groups during a training session.
- An individual can only train within one group of 10 people on a single day. (AKA. An individual can only train once per day, and this also applies to all team/club officials.)
- ACT Government Social Distancing of 1.5m (or 1 person per 4m²) must be adhered to all times.

- Physical contact must be avoided at all times.
- Training sessions will remain one hour long at this stage.

PITCH & FACILITY GUIDELINES

- If you are unwell please do not attend training or Hockey ACT facilities.
- **Spitting is NOT permitted.** Any person seen spitting will be asked to leave the facility immediately. Further suspensions may apply.
- Staggered training times for each pitch (5pm, 5.10pm, 5.20pm etc.) to limit groups in walk-way/communal areas at once.
- No individual should arrive more than 15 minutes prior to their designated training start time.
- Each pitch will have entry and exit points. Participants are to only access the fields and leave the fields via these points. This is to avoid participants from different groups congregating in high traffic areas.
- To avoid groups of ten mingling with other groups, Hockey ACT will have gathering points for each group where they can meet prior to training commencing. We ask that players adhere to these gathering zones.
- Training Attendance Sign-In Sheets: All teams training will be required to provide Hockey ACT with a list of all members attending training for each session (maximum of 10 people, including any team officials. Only official Hockey ACT forms will be accepted.
 - Training Attendance Sign-In sheets can be emailed to Hockey ACT before 4pm on the day of training or submitted to Hockey ACT staff prior to the commencement of training.
 - Only Hockey ACT Official Training Attendance Sign-In Sheets will be accepted (no handwritten napkin notes will be allowed for attendance), and they must include the following information about every participant at training: Date, Club, Field, Training time, Player name and RevSport National ID.
- Groups should be prepared for the end of their session and be vacating the field when their session ends, not packing down.
- Groups must vacate the facilities within 5 minutes if their training session finishing.
- Groups are not permitted to enter the field of play prior to their training start time.
- Hockey ACT requests that no one enters tech bench areas for any reason. We also encourage groups to limit use of team bench areas if it can be avoided.

CHANGEROOM, TOILET & INDOOR FACILITY GUIDELINES

The following facilities will remain open:

- Public toilets will remain open with additional cleaning scheduled for these areas.
- Vending machines can be used and will be wiped down regularly.

The following facilities are closed:

- All change rooms.
- All café, canteen and bar facilities.
- Ray Brown Indoor Stadium.
- All Hockey ACT meeting rooms.
- The Hockey ACT office will remain closed to the public.
- ATM.

Hockey ACT has a number of businesses operating within its facilities. Their current operating status is:

- PowerHouse Physiotherapy: Open
- Evolve Gym: Open for outdoor boot camps only. The gym itself remains closed
- Select Sports: Reopening once training commences

- Canberra City Gymnastics: Closed
- Wilson's Car parking Tuggeranong: Operating without change.

PARENT, GUARDIAN & SPECTATOR GUIDELINES

To protect the Hockey ACT community, under these guidelines, no spectators will be permitted inside the Hockey ACT facilities. A spectator free environment is the preferred option however for transport and the safety of minors, Juniors (individuals under the age of 18) will be permitted the accompaniment of one adult parent and/or guardian, noting the following:

- Only ONE parent and/or guardian will be allowed entry to a Hockey ACT facility with each junior participant.
- Parents and/or Guardians must exercise appropriate social distancing at all times whilst within Hockey ACT facilities. ACT Government Social distancing and hygiene practices must be observed, including any guidelines that may be specific to your club.
- Major walkways and thoroughfares must be kept clear at all times. It is recommend parents and/or guardians utilise grandstand/seating areas when inside the facility.
- Parents and/or guardians that are required to remain in the group to support the team, will be considered part of the group up to 10 people (such as coach, manager or team official).
- Parents/guardians/spectators are asked to remain well clear of group gathering points.

Junior Participant collection areas will be in operation near the entry to Hockey ACT owned facilities. These areas will be available for small numbers waiting on collection. Parents/guardians need to be aware that we are aiming to have all participants cleared from the facility within 5 minutes of the scheduled end of each session and plan collection accordingly. Under no circumstances are cars to park in the collection zones.

CLEANING REQUIREMENTS & GUIDELINES

A full venue clean will be carried out on a weekly basis at all Hockey ACT facilities, with extra cleaning to focus on the following areas:

- High traffic areas
- Handrails
- Toilet facilities – including doors, benches, hand dryers, paper towel bins emptied
- Rubbish bins will be placed outside of toilet facilities to encourage patrons to open doors with hand towels then dispose of on exit
- Paper towel, soap, and hand sanitiser levels to be monitored regularly

In addition to the above, Hockey ACT will conduct regular hygiene checks to ensure all Hockey ACT venues and facilities meet the requirements set out by ACT Government and ACT Sport & Recreation directives.

OUTBREAK & REPORTING GUIDELINES

If an outbreak of COVID-19 does occur among the Hockey ACT Community, Hockey ACT and its affiliates must fully cooperate with the relevant local authorities. Should an outbreak occur, we must be ready to act quickly following instructions which may include restriction of activity, quarantine of teams and close contacts for a specified period.

If a member of your Club or Association tests positive for COVID-19, this should immediately be reported to a Club Committee member who will report it to Hockey ACT. Hockey ACT will work with ACT Health & CDC officials who will advise of further actions to be taken.

What if I discover I have COVID-19?

- Follow all medical advice given to you by the health authorities.
- Contact a representative from your club and notify them. Please make the club aware of any sessions you have attended.
- Do not attend a Hockey ACT facility until cleared to do so by health professionals.

What if a member notifies the club that they have tested positive for COVID-19?

- Ask the member for what dates and sessions they have attended training and record their responses.
- Notify Hockey ACT ASAP of this information.
- Don't panic, follow advice and assist as requested.

INCIDENT MANAGEMENT

- Record attendance at training for every group and include players, coaches and officials.
- In the event of a positive COVID-19 test follow the procedures outlined above.
- Individuals, clubs and Hockey ACT will work with ACT Health to support contact tracing efforts.
- Follow advice given by health professionals especially in regards to quarantine periods.
- Hockey ACT will close facilities immediately and work with health authorities on a plan to make the facility safe to reopen.

RETURN TO PLAY PROTOCOLS

Hockey ACT is aware of people's enthusiasm to get the season started for 2020. These are unique times and we encourage individuals to adhere to guidelines and exercise caution. Hockey ACT will be following ACT Government advice as it prepares to hopefully commence the season. To avoid confusion Hockey ACT will be updating these guidelines and only including information that is relevant for the current situation. Once a timeline is in place to resume the season than Return to Play protocols will be announced.

We encourage all to please adhere to the guidelines outlined above. Failure to do so will ultimately only see a delay or cancellation of the season. We love your passion for the game and very much appreciate it, however now is the time to be patient and move through the steps required to get back to competition.

Failure to adhere to any of the above guidelines by an individual, team or club may result in their removal from Hockey ACT venues, events and competitions.

Club Protocols

OVERVIEW: Central Hockey Club will actively follow all ACT Sport and Recreation and Hockey ACT requirements. All club members will be made aware of all the above requirements before any official club activity is performed. In particular:

- **TRAINING GUIDELINES:** All Club fitness sessions that are organised on ACT grounds/areas will actively follow current ACT Government requirements as above.
- **CLUB SPECTATOR PROTOCOLS:** All spectator, Parent or Guardians at any club activity will follow the Hockey ACT Parent, Guardian and Spectator Guidelines in Hockey ACT protocols above.
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- **CLUB SOCIAL PROTOCOLS:** No Club organised social gatherings are allowed at this point in time.

A link to the Hockey ACT guidelines will be included on the Central website.

To ensure that Central Hockey Club is meeting all ACT Sport and Recreation requirements and Hockey ACT requirements; Club specific guidelines will be considered and documented before commencing at any non-Hockey ACT venue used for club activities (e.g. Hookin2Hockey). In addition to the HACT external venue audit, these guidelines may cover:

- **CLUB RELEVANT ADDITIONAL LINKS & INFORMATION:** [eg Club website, Club social media channels, HACT website and government websites etc]
- **CLUB VOLUNTEER PROCESSES:** (Coaches, managers, team officials)
- **CLUB COLLECTION PROCESSES:** [Non HACT venues]

If you have any questions about the above, please refer to the ACT Government and ACT Sport & Recreation resources in the first instance, and if required then contact [insert club name].

Key contact:

Adrian Derham

President

Central Hockey Club

president@centralhockey.org 0407526340



Hockey ACT 2020 Training Attendance Sheet

CLUB: _____

TEAM: _____

CONTACT PERSON: _____

CONTACT EMAIL: _____

TRAINING DATE & TIME: _____

TRAINING FIELD: _____

#	Full Name	RevSport National ID
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

*** Please ensure this document is submitted via email to Hockey ACT (nicole.jones@hockeyact.org.au) no later than 4pm on your designated day of training, each week. Alternatively, it can be handed to the Hockey ACT Ground Supervisor up 15mins prior to your training session. Any training group that fails to present an attendance sheet, may be removed from the venue.*



Return to Training / Play

VENUE AUDIT

This document is to be completed by any clubs, groups or individuals that run Hockey ACT affiliated programs outside of Hockey ACT venues, such as external Hookin2Hockey programs, school programs and fitness sessions etc.

FULL NAME _____
CONTACT EMAIL _____
CONTACT PHONE _____

HOCKEY ACT AFFILIATED PROGRAM _____
CLUB AFFILIATION _____
ROLE (COACH / PLAYER ETC) _____

VENUE NAME _____
VENUE ADDRESS _____
VENUE CONTACT _____

VENUE AUDIT COMPLETION DATE _____
SIGNED _____

This document must be completed, signed and presented to Hockey ACT at least 5 working days before the start of any external Hockey ACT affiliated program/s. In addition to this, you must receive a confirmation of receipt from Hockey ACT before commencement of any hockey training or play.

COVID-19: Return to Hockey Facilities Audit Checklist

Pitch and Surrounds	YES	NO
Is the playing surface fit for hockey activities?		
Is the playing area and run-offs perimeter free of any litter, waste or debris that may affect hockey activities?		
Are pitch lines clearly visible?		
Are fences free from visible hazards with all signage and/or windbreaks attached correctly and securely?		
Are goals fit for purpose?		
Are all gates in good working order?		
Do other pitch fittings or infrastructure (e.g., drain covers, taps, sprinklers) pose a risk to players and/or other visitors?		
Are pitch floodlights working and providing a sufficient level of illumination to the playing areas?		
Does ancillary lighting work and provide a sufficient and safe level of illumination around the venue?		
Are any temporary shade structures securely fixed and fit for purpose?		
Have public areas both in and surrounding the facility (e.g., car park, entry paths, walkways) been checked for possible issues (e.g. broken glass, trip hazards)?		
Have drinking taps/fountains been turned off with signage preventing use?		
If pitch entry gates are to be left open for contactless entry/exit, do they pose a risk to players? Gates should open away from the playing area.		

Any items where 'no' is ticked should be addressed prior to play.

NOTES:



RETURN TO HOCKEY CHECKLIST

1. CLUBS/FACILITIES

#	Action	Yes	No
1.1	Has the Club Committee met to discuss the guidelines under which hockey activities will resume at the club? Hockey ACT has developed the Return to Hockey Guidelines to assist you		
1.2	Has the club liaised with the Local Government Authority and/or facility owner to agree on facility use arrangements?		
1.3	Has the Club Committee assigned roles and responsibilities to committee members, coaches and volunteers to ensure a safe return to hockey for participants?		
1.4	Has the Club Committee developed a pitch usage plan to manage the potential demand on facilities? Contact Hockey ACT for any support you may need around this		
1.5	Has the Club Committee considered the steps/precautions required should a participant who has used the facility test positive for COVID-19? Has the Club Committee considered collecting details of participants for contact tracing purposes, and suggesting participants to download the Federal Government Coronavirus tracking App?		
1.6	Has the Club Committee updated the venue Risk Register or Risk Management Plan to include pandemic risk?		
1.7	Is the club providing a safe environment for children?		

Any items where 'no' is ticked should be addressed prior to play.

NOTES:

2. MARKETING/COMMUNICATIONS

#	Action	Yes	No
2.1	Have you developed a communication plan for the Return to Hockey strategy for members, coaches, participants and volunteers? Ensure this is clearly communicated to all stakeholder groups to manage expectations		
2.2	Have you accessed the marketing resources available on the ACT Government website?		
2.3	Has the club developed a contact list should club members or community members have any questions regarding COVID-19?		
2.4	Has the club thought about how it can recognise and support its sponsors when play returns?		

Any items where 'no' is ticked should be addressed prior to play.

NOTES:

3. FACILITY

#	Action	Yes	No
1.1	Have you conducted an audit of your facilities to ensure that they are in a safe and playable condition? Is the facility accessible and inclusive for ALL community members?		
1.2	Have you undertaken a thorough clean of the facilities, including, but not exclusively, pitch entry gates, pitch and coaching equipment, clubrooms, toilets? You might want to consider confirming the venue's cleaning schedule to ensure the facility remains clean		
1.3	Have you provided COVID-19 hygiene and safe sanitising posters for participants of the venue? If applicable, mark out social distancing (1.5m) crosses on the floor to ensure patrons maintain safe distance.* If you feel that you need to provide posters in other languages please see support for translation service to cater for your local community. *Please confirm with venue before placing any markings.		
1.4	Have you decided facility operating hours and whether pitch lighting will be available?		
1.5	Where applicable, can you leave doors and gates ajar to minimise contact?		
1.6	Have you thought about best practise for using hockey balls or touching gates and equipment?		

Any items where 'no' is ticked should be addressed prior to play.

NOTES:

CLUB REPRESENTATIVE SIGN _____ DATE _____

RECEIVED BY HOCKEY ACT

STAFF NAME _____ SIGN _____ DATE _____