



# RETURN TO PLAY COVID-19 SAFE GUIDE

EFFECTIVE 1 OCTOBER 2020



Unite against COVID-19



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## Version Control

	Date	Changes
i	28 May 2020	RTP Plan distributed
ii	3 July 2020	RTP Plan amended to RTP be Guide reflecting Stage 3
iii	9 July 2020	Pg 1 remove Event Checklist & Plan requirements as Industry Plan applies and replace with comments on Key Public Health Principles and Event Specific Public Health Strategies
iv	1 October 2020	Pg 2 Distance between courts reduced if movement of participants can be via the field of Play. 20 persons on court for training. Time between sessions to be stated, and be sufficient for cleaning and participant movement requirements



## Overview of the COVID-19 Safe Compliance Framework in Queensland

Given COVID-19 effectively stopped sport delivery in Queensland, the return to sport being a part of our daily lives needs to be managed in a safe manner that is consistent with the requirements imposed on other sections of the community. That return is planned and implemented under the Queensland Government's '[Roadmap to easing Queensland's \(COVID-19\) restrictions](#)' which breaks down the activities of the community into industries over a series of stages.

Queensland has moved to Stage 3 of the Roadmap effective Friday 3 July 2020 and so this document aims to align with the applicable Queensland Government stipulations at that date. The situation remains fluid at all times and so obligations as outlined in this edition will be subject to variation.

In accord with the [government's industry approach](#), volleyball is part of the sports industry which fortunately has an industry representative group (QSport) of which Volleyball Queensland is a member and so the interaction with the Queensland Government for sport in the COVID response is led by QSport.

Regardless of membership of industry groups, the approved industry COVID safe plans can be used by any deliverer of the activity by simply [opting to do so](#).

The obligations and exemptions related to the restrictions imposed on the community in response to COVID-19 is through a declared [Public Health Emergency under which the Chief Health Officer](#) for Queensland can make directions which are to be followed by individuals and organisations undertaking 'business' in the state. The directions of the Chief Health Officer apply compulsorily and are enforceable at law.

The direction under which sport delivery is most closely controlled is the '[Restrictions on Businesses, Activities and Undertakings Direction](#)' this direction requires industries to have an *Approved COVID Safe Plan*, as a result the position for volleyball is;

- Volleyball training and playing (that is indoor, outdoor, rebound or beach volleyball) will be under the approved [Industry COVID Safe Plan \(indoor sport group\)](#).
- Deliverers must attest to operating in accord with the *Industry COVID Safe Plan* by signing and displaying the [Statement of Compliance](#) for the activity.

Additional COVID Safe Plans or Factsheets may need to be considered or apply in the delivery of volleyball;

- When organising a Volleyball event under the [Industry COVID Safe Plan \(indoor sport group\)](#) deliverers should also review and consider the *Key Public Health Principles and Event Specific Public Health Strategies* set out in the [Industry Framework for Events](#).
- If using a site which has a *Site Specific COVID Safe Plan* the deliverer will need to work within the limitations or requirements of that site's plan.
- It is important to note that other *Industry COVID Safe Plans* such as those applicable to catering will also apply if those activities are undertaken in conjunction with sport delivery.



## Queensland Government's - Return to Play

The Queensland Government through the Department Housing and Public Works (Sport and Recreation) has produced a key information piece the [Return to Play Guide for Queensland sport, recreation and fitness industries](#), the purpose of the publication is to see how sport, recreation and fitness can resume under Queensland COVID-19 restrictions and is to be read in conjunction with the relevant approved [Industry COVID Safe plan](#).

To assist players, organisers, coaches and officials Volleyball Queensland has produced this *Volleyball Return to Play COVID-19 Safe Guide* to facilitate the delivery of the sport. While Volleyball Queensland is obligated to provide this information to its affiliated local and regional clubs and associations, there is no restriction to its use for deliverers of volleyball in Queensland. This guide is subject to change as the circumstances the community faces in its response to the pandemic evolve.

To facilitate the approval of the conduct of the sport through the Industry COVID Safe Plan for sport Volleyball Queensland resolved a number of operating requirements for volleyball. The primary features of these requirements were the 'occupant density' in the venue/court while conducting the sport for training and playing which are;

### Stage 2: from 1 June 2020 - focussed on a restricted basis for training;

- Non-contact, indoor and outdoor activity.
- Volleyball training can have a maximum of 17 people per 18m x 9m court (previously it was 20 per **venue**), provided courts are separated by a dividing net or there is 8m between courts that is sideline to sideline or endline to endline.
- 1.5 metres between people, 4 square metres per person when indoors.

### Stage 3: from 3 July 2020 - focussed on returning to play;

- Standard sport activity, contact and non-contact, indoor and outdoor activity.
- Volleyball training can have 17 people per court (as per Stage 2).
- Volleyball matches can have a maximum of 31 people (24 players, 4 coaches, 3 officials) per 18m x 9m court with 3m free-zones (31 participants if maximum players (24), coaches (4) & officials (3) are involved). The court and free zones is known as the Field of Play.
- Off the Field of Play spacing is;
  - no more than one person per 2 square metres (up to a total of 50 people) for venues or spaces of 200 square metres or less; or
  - no more than one person per 4 square metres for venues or spaces of 200 square metres or more.

### Effective 1 October 2020 - enhancements base on 4 sqm pp.

- If movement of participants between training/match sessions can be via the Field of Play, the minimum distance between courts can be 6m, that is the free zone of the court.
- Number of persons per court for training.
- Organisers must publish a minimum period (unlikely to be less than 10 minutes) between sessions for cleaning and movement of participants

These requirements are for all forms of activity associated with the sport whether training in clubs, representative teams, camps or come & try activities and competitions (leagues, tournaments) whether indoor, outdoor, beach or rebound.

## Volleyball Queensland Requirements

The following measures have been designed to reduce the risk of COVID-19 transfer. Volleyballers need to consider the specific circumstances of each venue that they use and implement strategies to limit co-mingling both in and entering or exiting the court area/venue.

### a) Key principles for COVID safe volleyball

#### Training:

20 people per court (includes all players and coaches) which equates to 8 sqm pp. If multiple courts are in use:

- i. No co-mingling of groups is allowed i.e. players stay on their court for the entire session.
- ii. No sharing of equipment between groups/courts.
- iii. Start and finish times are to be staggered between groups.

For training, should venue dimensions not allow for 8 sqm pp the participant numbers to be reduced to facilitate e.g. a beach volleyball court 16 m x 8m with 3m free zones will need to be reduced to a maximum of 16 people.

#### Competition:

Volleyball matches can have a max. of 31 people (24 players, 4 coaches, 3 officials) per 18m x 9m court with 3m free-zones (31 participants if maximum players (24), coaches (4) & officials (3) are involved). The court and free zones is known as the Field of Play and equates to 11.6 sqm pp.

Both training and match person numbers are contingent on:

- i. Court is 18m x 9m with a 3m free zone all around.
- ii. Where there are multiple courts in a venue there is either;
  - a divider net or
  - 8m gap between court sidelines or end lines or
  - if movement of participants between training/match sessions can be via the Field of Play the minimum distance between courts can be 6m, that is the free zone around the court.
- iii. Each court should have separate entry and exit points (see Appendix E).

For playing, should venue dimensions not allow for 11.6 sqm pp, the participant numbers to be reduced to facilitate compliance e.g. a rebound sand or squash court configuration will need player numbers to facilitate meeting the requirement.

#### Off the Field of Play spacing is;

- i. no more than one person per 4 square metres for venues or spaces of 200 square metres or more.

### b) Venue Workforce

- Club/Competition/Training Organisers must appoint a Bio-Safety Officer (BSO; see details in Appendix A1 & A2) who controls and records the number of people in a venue. It must be clear at all times who the BSO is as they may be required to ask people to leave the venue.
- In multi court venues organisers are to consider appointing several BSOs.
- BSO's to undertake training through Active Queenslanders Industry Alliance by completing [COVID Safety Officer training](#) which is available 'on-line and free of charge'.

### c) Venue Set Up

- Hand sanitiser is to be provided at entrance and exits.

- Use separate ENTRY and EXIT flows and doors where possible.
- Venue Entry Signage to be displayed. This will include government recommendations on the entry conditions during the pandemic including, but not limited to, references to personal health and at risk members of the community.
- Areas where people may gather or lines may occur should be marked clearly in accordance with the relevant government regulations to encourage participants to follow Social Distancing advice (e.g. 1.5m spacing).
- In any area where seating is required it should be set according to social distancing guidelines.
- Change rooms including showers can be used strictly for players, coaches and medical staff and considered part of the Field of Play in regard to occupant density.
- Public water fountains use be limited, general seating areas must remain closed or roped off.
- If required, regular cleaning of toilets.

#### d) Attendance, Record Keeping & Spectators/Parents

- Unwell staff/patrons advised to stay away.
- It is a requirement to maintain attendance records of patrons. This will assist Public Health with contact tracing in the event of a positive COVID-19 case in your venue:
  - Records can be physical (i.e. secure sign-in book managed by staff) or electronic (an Attendance Register template is provided in Appendix B).
  - Records must be kept for at least 56 days so you have accurate records in the event of an outbreak.
  - Records are not required for patrons who visit the premises for a short period of time and have minimal face-to-face interaction. For example, someone dropping off their child to training.
  - Records must not be used for purposes other than contact tracing (e.g. contact information is not to be used for marketing purposes).
- Discourage spectators unless required (i.e. parent or carer). Spectators and parents/carers of juniors will be discouraged with 'drop and go' to be used. Volleyball spectators do not sit within the playing and free space area. If the wider venue has space away from the court area for parents/carers to be located such as a grandstand or mezzanine with suitable entrance/exit paths with appropriate spacing and conditional on contact details to be provided then they will be considered. This will be managed by the volleyball Bio-Safety Officer within approved total sport/venue numbers and details collected using Volleyball 'Return to play COVID-19 Safe Guide' Attendance Register Template. (Appendix B).
- Clubs should regularly communicate their expectations for parent/carers attending and watching training/matches.

#### e) Sport delivery

- Scheduling of games/training must publish a minimum period (unlikely to be less than 10 minutes) which is sufficient differential between the scheduled finish time of the game/session and the start time allocation for the following game/session. This allows time for Group A to depart the venue prior to Group B arriving and for sanitisation requirements to be completed.
- 'Get in, get it done, and get out' - Teams may only enter the venue at the scheduled time of their competition/training and must immediately leave the court and venue when their match/training has been completed.
  - Any tasks that can be done at home, should be done at home (e.g. recovery sessions, online meetings).
- Participants are to arrive dressed and ready to train/play.

- Participants should bring a personal sweat towel and drink bottle (full) and not share.
- Between training efforts, maintain at least 1.5m apart (e.g. timeouts, between sets, training break).
- Shaking of Hands/Hi Fives/Team Huddles are to be avoided.
- All balls must be sanitised before use and between games/trainings.
- Between each session cleaning of fixed equipment such as the net tapes, referee stand and scorer's table and replacement of useable equipment such as swapping in cleaned volleyballs
- If required, courts should be cleaned as directed with a minimum of warm water and disinfectant.
- Temperature testing of individuals is optional\*.



Basketball Aust example - rotate balls and sanitise after each use. Clearly mark where to place balls after use and where to access sanitised equipment.

*\*Temperature checks will not tell you whether a person has COVID-19. It will only identify symptoms. It is possible that a person may be asymptomatic or be on medication that reduces their temperature. It is also possible that the person may have a temperature for another reason unrelated to COVID-19. (safeworkaustralia.gov.au @ 9/6/20).*

#### f) Hand hygiene during training or competition

- To reduce the risk of infection during activity when there will be some incidental contact; hand sanitisers will be required on the score benches. Participants will be required to use hand sanitisers at every break in the game/training, including timeouts, and when substituting in and out.

#### g) Match requirements

- Only 1 x coach chair to be provided (no player bench); to be sanitised after each match by scorer.
- Hand sanitiser must be available on the score bench.
- Substitutes to socially distance themselves parallel to the court between the coach chair and end of the freezone, no closer to the court than the coach's chair. No 'pig pen' to be used.
- Scorer to sanitise scoring laptops or tablets (if used), flip-scores, score benches after each match.
- Referees to sanitise net bands, post pads, referee stand and pads after each match.
- Any court towel used to clean the floor after a player dives is to be replaced prior to the next match commencing.

#### h) Referees & other officials

- Cleaning duties at the end of each match, as above.
- Limit officials to maximum 3 per match (R1, R2, scorer).
- Line judges only to be used if venue capacity allows, no flags to be used, just hand signals.
- Scorer to complete both scoresheet and scoreboard.
- Each official to provide their own equipment i.e. whistles, red/yellow cards, pens etc and so eliminate sharing.
- All match officials and organisers are encouraged to undertake training through Active Queenslanders Industry Alliance by completing [COVID Safety Officer training](#) which is available 'on-line and free of charge'.

As there is a chance of future cases of COVID-19 throughout sport, we ask that VQ be informed of any issues related to the COVID-19 pandemic affecting your club or association, including any new cases of infection.



## Appendix A1: Bio-Safety Officer Role Description

Clubs and associations will be required to nominate a Bio-Safety Officer (BSO) for each activity they are responsible for at that particular venue. This person may perform other duties at the same time, such as Referee, Coach, Referee Supervisor, Venue Coordinator or Club/Association representative depending on the size of the venue, the general operations of the venue or the nature of the activity.

### Duties

The BSO;

- Will monitor no more than four (4) courts at a time.
- Will complete the venue checklist prior to the commencement of training or games.
- Will complete the venue checklist and record the number of participants within the venue during each allocated training or game timeslot.
- Will ensure that equipment is sanitised.
- When required, will ask participants and spectators to separate, or leave the venue to comply with the Return to Play Guidelines.
- Will return a signed checklist to the Affiliates management at the end of their shift.

### Training

BSO's to undertake training through Active Queenslanders Industry Alliance by completing [COVID Safety Officer training](#) which is available 'on-line and free of charge'.

*Note: completed checklists are to be retained for a minimum of 56 days.*

## Appendix A2: Bio-Safety Officer Venue Checklist



Venue Details:	
BSO Name:	
Date:	
Start Time:	
End Time:	

### Venue Preparation

Requirement	General	Court 1	Court 2	Court 3	Court 4
Entry and exits marked					
Signage at entry					
Sanitiser at entry					
Sanitiser for each court					
Remaining seating spaced					
Coach chair only (no player benches)					
Scoring devices sanitised					
Social distancing markers					
Toilet signs posted					

Recreation/School/Indoor/Beach					
Game #	Court 1	Court 2	Court 3	Court 4	
Max 20 (training) / 31 (matches - stage 3) people per court					
Sanitised balls					
Referee stand, net and post pads sanitised					
Score bench & equipment sanitised					
Team departed within 10 minutes					

*If you have any comments or suggestions for improvement, please note on the reverse side of this sheet*

## Appendix B: Attendance Register Template

Date	Arrival time	Depart time	Full name	Phone	Email address	Club	In the previous 14 days, have you:	Downloaded and used COVID-19 Safe app?

## Appendix C: Is your Club or Association Ready to Return to Play?

### 1. CHECK YOUR ACTIVITIES CAN RE-START

<input type="checkbox"/>	Check the Queensland Government's COVID-19 website at <a href="http://www.covid19.qld.gov.au">www.covid19.qld.gov.au</a> to confirm you can commence your activity and whether any specific restrictions apply regarding the number of people, the type of activity, the travel allowed.
<input type="checkbox"/>	Review the activities that can be conducted (i.e. non-contact, own equipment, group size) and consult with VQ about any advice for restarting that activity.
<input type="checkbox"/>	Review VQ's COVID-19 Safe Guide to ensure that Workplace Health and Safety requirements are being met.
<input type="checkbox"/>	Discuss with your local council and/or venue about the conditions of restarting your activity.
<input type="checkbox"/>	Review the scheduling of your activities and amend to minimise contact between groups.
<input type="checkbox"/>	If your facility/venue has been closed, check the condition of equipment and facilities are fully functioning, such as gas, electricity, toilets and hand-washing facilities.
<input type="checkbox"/>	Review insurance cover and requirements of insurer under the Queensland Health restrictions and timing for return of activity.
<input type="checkbox"/>	Ensure that staff and volunteers (i.e. venue supervisors, coaches, officials and sports trainers) have been informed and trained about the conditions/restrictions of re-starting the activity.
<input type="checkbox"/>	Ensure that participants, parents and carers have been informed about the conditions/restrictions of re-starting the activity, for example: <ul style="list-style-type: none"> <li>• One parent/carer drop off – pick up.</li> <li>• Change of activities (non-contact, group sizes, etc).</li> <li>• Changes of venue/facility practices (handwashing, equipment access, allocated areas).</li> </ul>

### 2. GOVERNANCE AND COMPLIANCE

<input type="checkbox"/>	Is everyone clear on who within your club or association will make and implement decisions on return to sport and does everyone within your club or association understand their role?
<input type="checkbox"/>	Has your club or association nominated a Bio-Safety Officer to oversee the delivery of your return to volleyball?
<input type="checkbox"/>	Has your club or association considered how it will respond to non-compliance with its return to sport protocols?

### 3. COMMUNICATION AND EDUCATION

<input type="checkbox"/>	Has your club or association communicated to members, participants, coaches, volunteers and parents and carers about personal infection control, including that they must stay home, in quarantine and/or undertake testing if they have; <ul style="list-style-type: none"> <li>• Any cold or flu symptoms.</li> <li>• Been in direct contact with a known case of COVID-19 in the previous 14 days.</li> <li>• Travelled internationally or to a COVID-19 hotspot as specified by Qld Health in the previous 14 days.</li> <li>• A high risk from a health perspective, including the elderly and those with pre-existing medical health conditions?</li> </ul>
<input type="checkbox"/>	Does your club or association have a strong communications plan with existing channels, including but not limited to: email, website, Facebook, WhatsApp to share timely and accurate information with internal and external stakeholder groups?
<input type="checkbox"/>	Has your club or association communicated its return to training and/or competition protocols to members, participants, coaches, volunteers and parents and carers?
<input type="checkbox"/>	Has your club or association encouraged all participants to subscribe to and use the Government's COVID-19 Safe App?

## Appendix D: Is your Venue & Staff Ready to Return to Play?

### 1. PHYSICAL DISTANCING

<input type="checkbox"/>	Place signs at entry points to instruct participants and visitors not to enter the venue/facility if they are unwell or have COVID-19 symptoms. The sign should state that your club or association has the right to refuse service and must insist that anyone with these symptoms leaves the premises
<input type="checkbox"/>	Use signage and communicate separate entry and exit points (drop off/point up points) and separate participation space areas to minimise contact and maintain the required physical distancing.
<input type="checkbox"/>	Implement measures to restrict numbers on the premises, ensuring these comply with the current stage of the Queensland Government's Roadmap to easing COVID-19 restrictions.
<input type="checkbox"/>	Ensure physical distancing is adhered to by placing floor or wall markings or signs to identify 1.5 metres distance between persons for queues and waiting areas.
<input type="checkbox"/>	Consider using physical barriers (where practical) in high volume interaction areas to promote physical distancing.
<input type="checkbox"/>	Remove seating or space seating at least 1.5 metres apart. Mark railings or ground to encourage appropriate distancing and BYO seat measure.
<input type="checkbox"/>	Provide contactless payments or ordering and payment online.

### 2. KEEPING PEOPLE HEALTHY

<input type="checkbox"/>	Promote and encourage all participants, volunteers and parents and carers to sign up to the <a href="#">COVID Safe App</a>
<input type="checkbox"/>	Maintain a record of people in attendance for the activity, for a period of at least 28 days so you have accurate records in the event of an outbreak
<input type="checkbox"/>	Where possible, avoid changing participants between groups so as to limit exposure
<input type="checkbox"/>	Promote BYO water bottle and sweat towel
<input type="checkbox"/>	Set up hand washing/sanitising stations and practices for participants to easily wash hands before and after (and during if required) their activity
<input type="checkbox"/>	Direct participants, volunteers, workers and visitors to stay at home if they are sick, and to go home if they become unwell
<input type="checkbox"/>	Display signs and posters up to remind people of the risk of COVID-19
<input type="checkbox"/>	Consider the requirements of vulnerable groups (i.e. people with disabilities, Indigenous people, elderly)
<input type="checkbox"/>	Know the protocols for notifying health authorities of issues or suspected COVID-19 cases

### 3. WELLBEING OF STAFF AND VOLUNTEERS

<input type="checkbox"/>	Read and implement Work Safe Queensland – <a href="#">Keeping your workplace safe, clean and healthy during COVID-19</a> for information and advice for your sport and recreation activity.
<input type="checkbox"/>	Implement measures to maximise the distancing between volunteers/workers and participants to the extent it is safe and practical. Review tasks and processes that usually require close interaction and identify ways to modify these to increase physical distancing.
<input type="checkbox"/>	Modify processes to limit staff and volunteers having to be in close contact, as much as possible. For example: assign staff and volunteers to specific areas to minimise the need to go into other spaces.
<input type="checkbox"/>	Established sports medicine/first aid protocols that limit exposure (refer to Sports Medicine Australia <a href="#">SMA Support during COVID-19</a> ).
<input type="checkbox"/>	Postpone or cancel non-essential face-to-face gatherings, meetings and training. Consider teleconferencing/online meeting capabilities.
<input type="checkbox"/>	Consult with staff and volunteers on COVID-19 measures and provide adequate information and education, including changes to tasks and practices and appropriate cleaning and disinfection practices.

#### 4. HYGIENE AND CLEANING

<input type="checkbox"/>	Instruct everyone to practice good hygiene by frequently cleaning their hands. Hand washing should take at least 20 to 30 seconds. Wash the whole of each hand, covering all areas with soap before washing with water.
<input type="checkbox"/>	Provide hand washing facilities including clean running water, liquid soap, and paper towels. If hand washing facilities are not readily available, provide an appropriate alcohol-based hand sanitiser.
<input type="checkbox"/>	Reduce the sharing of equipment and establish cleaning protocols or restrict use of shared equipment (e.g. balls).
<input type="checkbox"/>	Establish a protocol for laundering bibs, jerseys or other shared uniform items.
<input type="checkbox"/>	Close or limit use of communal facilities such as change-rooms, showers, gyms and ensure there is the appropriate number of people according to the restriction stages.
<input type="checkbox"/>	Implement cleaning protocols for the communal facilities.
<input type="checkbox"/>	Clean frequently touched areas and surfaces at least hourly with detergent or disinfectant (including shared equipment, Eftpos equipment, score benches, tables, and sinks). Surfaces used by clients, such as tables, must also be cleaned between groups.

#### 5. REVIEW, MONITOR AND MANAGEMENT OF ILLNESS

<input type="checkbox"/>	Regularly review your systems of operation to ensure they are consistent with current directions and advice provided by health authorities.
<input type="checkbox"/>	Has your club or association established protocols for managing individuals who present with symptoms or become unwell at an activity?
<input type="checkbox"/>	Does your club or association know how it will notify public health authorities of symptomatic participants and are you able to contact other participants in relation to actual/suspected COVID-19 cases?

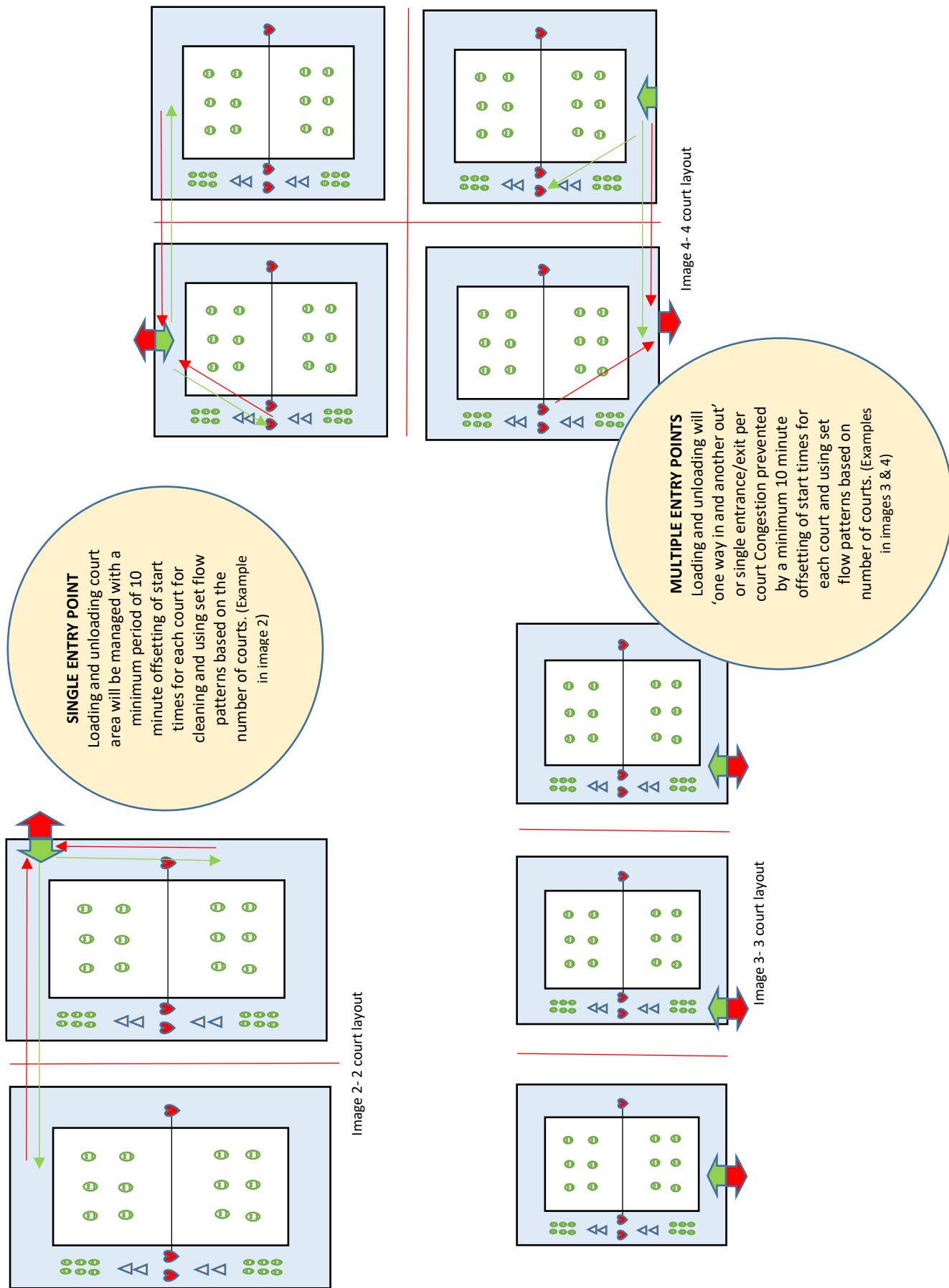
I have reviewed and completed the above Checklist for and on behalf of the sporting organisation listed below. The completed Checklist represents a true and correct reflection of the organisation's approach to each of the considerations set out in the Checklist.

Name: \_\_\_\_\_

Signed: \_\_\_\_\_ Date:                    /                    /

Title: \_\_\_\_\_ Organisation: \_\_\_\_\_

## Appendix E: Layout of 2, 3 and 4 court venues



**Unite against** COVID-19



Volleyball Queensland  
Sports House, Suite 2.12,  
150 Caxton Street,  
Milton QLD 4064  
Telephone (07) 3367 1991  
[admin@vq.org.au](mailto:admin@vq.org.au)  
[www.vq.org.au](http://www.vq.org.au)