

ALERT LEVEL 2 - COVID-19 SAFETY Procedures

Napier Harriers Club – member of Hawkes Bay Gisborne Athletics

ORGANISATION NAME: Napier Harrier Club
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NEXT REVISION DATE: 22 nd June 2020 – Committee Meeting

Club Goal

Our Harrier Club has implemented the following measures so we can:

- Keep our volunteers healthy and safe
- Keep members and participants healthy and safe
- Reduce the chances of COVID-19 recurring in the community, and
- To ensure that the club can continue to operate without the possibility of another lockdown period being required.

How Napier Harriers is going to operate under Level 2 of Lockdown
 We plan to operate a three stage system Plan, Communicate and Implement.
 Detailed below.

1. PLAN

In the week leading up to each race all equipment will be cleaned and wiped down using a 60% IPA/40% water solution. This includes flag and markers, cones, signage, trailer, all work tops, stop watches and computers.

We aim to have physical distancing of 2 meters before races start and 1 meter minimum for competitors once they are racing then back to 2m at the conclusion of the competitor race. As well as giving public sharing the space 2 meters physical distancing during the entire event.

Hand sanitizer will be provided at both registration and finish line of event.

We will ask member to pre-register each week to help limit numbers, if the event looks like it will be close to or over we will split the event into two parts.

On the day of the race, the Napier Harriers Race Manager or Club Captain and one or two volunteers will setup the course and Registration trailer to ensure best physical distancing, if there are gates they are to be left open or maned by a volunteers during warm up and race time. At the same time as setting the course the Race Manager or Club Captain will be identifying hazards; eliminating them, minimising them or taking note of them to warn competitors at race briefing.

Contact tracing will be done at the same time as Race registration by at least two volunteers, volunteers to be seated within the trailer and competitors and family outside.

Reminder about physical distancing to be given at time of registration.

Competitors will be given their race numbers to pin on their singlet/shirt at their first race of the season. This is to be kept by them and clearly worn on the front of their singlet/shirt for the coming races. Competitors will be reminded that there is to be no spitting on the course.

Race Start times will be clearly shown on notice board. Competitors will be required to be present 5 minutes before race start for Race Briefing

Race briefing to include course description, race rules, hazards on course and expectations around physical distancing.

Adequate space for competitors on start line to be provided.

Once the Race manager is ready the race will be started.

The finish line is to be set so volunteers can clearly see competitor approaching the finish line, to give best visibility of the competitor race number. No contact should be needed at the finish line. Unless assistance is required.

Once competitors have finished they will be asked move along as soon as possible.

When all competitors have finished the course is to be taken down by volunteers and sorted in trailer for the next event. Hand sanitizer will be provided for volunteers at the conclusion of the event.

2. COMMUNICATE

We will be communicating the above plan we all members using email and Social Media. This will happen three days before each race, and contain both the Covid-19 plan as well as venue details, where registration will be, what time registration will be, the safest place to park cars, course description and start times. As well as requesting that members let us know if they are attending the event and if they will have other family members or friend with them.

IMPORTANTLY we need to communicate that if anyone planning to come to an event is sick they should NOT come to the event and stay home.

To enable best physical distancing is will stager age group registration times as well as start times as much as possible

Race briefing to take place 5 minutes before race start. Competitors will be reminded about distancing, no spitting and to not linger at the finish line.

Race results will be posted on Facebook, emailed and uploaded to Napier Harriers website as soon as possible after the conclusion of the event.

3. IMPLEMENT

To implement the above plan Napier Harriers will need the help of Volunteers form with in the club members and family of members. Total of volunteers required is between 7 and 8 people.

Course setup and pack up – Race Manager or Club Captain and 1 or 2 volunteers

Registration and Contact Tracing – 2 volunteers

Start Line - Race Manager or Club Captain

Timing – 2 volunteers

Finish line – 1 volunteer

The above plan has been written using standards set out in the Sports NZ document "Play, active recreation and sport at Alert Level 2".