



COVID-19
MANAGEMENT PLAN
FOR
VICTORIAN BRANCHES

A STAGED RETURN FOR
AUSTRALIAN SIMULATED FIELD



Version 2.0 - June 2020

Field & Game Australia

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BACKGROUND

An outbreak of respiratory illness has been caused by a new coronavirus first identified in Wuhan, Hubei Province, China.

The outbreak of COVID-19 was declared a pandemic on 11 March 2020 by the World Health Organization (WHO). A pandemic is the worldwide spread of disease.

The number of confirmed cases of COVID-19 in Australia is continuing to grow and the situation is changing rapidly.

On 16 March 2020 the Victorian government declared a State of Emergency in Victoria, to help minimise the spread of COVID-19.

IMPACT ON AUSTRALIAN SIMULATED FIELD ACTIVITY

Due to restrictions on public gatherings, sporting and recreational activities Field & Game Australia branches voluntarily ceased operations in late February 2020 in the interests of supporting the public health effort to deal with the coronavirus pandemic.

Recent decisions relaxing restrictions provide a pathway back to normal operations in a staged approach. This document outlines the current requirements for Field & Game Australia branches and individual members participating in Australian Simulated Field activities.

The aim is for all branches and members to have accurate information so they can recommence activity while continuing to protect the health of members and the broader community.

This document will be updated and redistributed when there is any material change to the advice and operating guidelines.

CURRENT ADVICE FOR COMMUNITY SPORT AND RECREATION

From 11:59pm on 21 June, the Victorian Chief Health Officer has approved community sport and physical recreation activities can resume under the latest [Restricted Activity Directions](#):

For physical recreational facilities:

- Outdoor and indoor sports venues and physical recreational facilities (for example, gyms, health clubs, class-based fitness studios, dance studios and personal training facilities) can open.
- For physical recreation, multiple separate zones may be created within a larger indoor space. To be considered a zone, the area must be for the exclusive use of a group and be no less than 200 square metres. For example, a large indoor court could be separated into two zones for different groups at each end. Signage must be displayed at the entry to each indoor zone or indoor space outlining the maximum number of people allowed at a single time.
- Indoor and outdoor swimming pools can have a maximum of 20 patrons per pool. There is no limit on the number of people in each lane. The four-square metre rule applies to the non-water parts of the facility.
- Playcentres, including trampolining, can now open for up to 20 people per space or zone.
- Communal facilities, such as clubrooms and change rooms, can now open for indoor and outdoor sport venues applying the four-square metre rule to each enclosed space. Signage

must be displayed at the entry to each indoor space outlining the maximum number of people allowed at a single time.

- Spas and saunas remain closed.
- Sporting clubs that operate a restaurant, café or canteen within its facility may reopen with take-away and limited dine-in arrangements, provided it strictly adheres to the restrictions on hospitality venues including up to 20 patrons per enclosed space and in groups of up to 10, subject to the four-square metre rule.

For physical recreation activities:

- For outdoor physical recreation, no more than 20 people per group for all age groups.
- For indoor physical recreation, adults will be able to practise indoors with up to 20 people per zone, as long as the four-square metre rule is met. Individual group classes must have no more than 10 participants,
- For indoor physical recreation, if all participants are under 18 years of age, they can practice indoors with up to 20 per zone **and** 20 per group, as long as the four square metre rule is met.

For organised community sport activities:

- Organised non-contact training and competition are allowed for all age groups where participants can stay 1.5 metres apart.
- For people aged 18 years and under, full-contact community sport training and competition may resume.
- For organised community sport, both indoors and outdoors, the minimum number participants required to conduct the sport should participate in the activity. The rules of the sport governing body (e.g. the State Sporting Association) determine the number that can participate (i.e. the number who would normally be involved in a match or training, including players on the field/court and allowed substitutes). This applies even if it exceeds the density quotient or group limit on the venue.
- For example, 20 players for a game of basketball or 26 players for a game of water polo. Please note, that as these activities are considered contact-sport, only those aged 18 or under can participate.
- If indoors, spectators should not attend – just those necessary for the competition or training and to support the participants (e.g. supervising parents).
- Spectators for outdoor training and competitions must abide by gathering restrictions – spectators should be in groups of no more than 10 and spread out around the ground or venue. The group of 10 does not include those necessary for the activity to occur, such as the umpire or trainer and a parent or carer supporting a person with a disability to participate.

Under these new rules Field & Game Australia branches in Victoria will be able to conduct competitive Australian Simulated Field events, with a few changes, from Saturday 27th June 2020.

APPLICATION OF ADVICE TO AUSTRALIAN SIMULATED FIELD

Australian Simulated Field is conducted in large outdoor areas with squads of competitors (6) walking from one shooting stand to the next. There is enough distance between stands to maintain separation and avoid any contact between squads. This is made easier by extending the interval between squads commencing shooting.

EDUCATION

Education of Field & Game Australia (FGA) members about COVID-19 risk mitigation strategies is crucial and will help to promote and set expectations for the required behaviours prior to recommencing shooting.

MEMBERS

The clear direction from Field & Game Australia is that only current financial members can participate in events. This is to ensure accurate records of participants for contact tracing by the Department of Health and Human Services.

FGA requests that all members familiarise themselves with the following education materials supplied by the Australian Government and the World Health Organisation (WHO), these can be found by following these links:

- [Good hygiene for coronavirus \(COVID-19\)](#)
- [Hand washing guidance](#)
- [Keep that cough under cover](#)
- [Self-isolation \(self-quarantine\) for coronavirus \(COVID-19\)](#)
- [Advice for people at risk of coronavirus \(COVID-19\)](#)
- [Coronavirus \(COVID-19\) resources](#)

FGA also recommends all members download the Australian Government COVID-19 contact tracing app (COVIDSafe) before attending any Field & Game Australia branch events.



COVIDSafe 4+
Official Government App
Australian Department of Health
#1 in Health & Fitness
★★★★★ 4.2, 11.4K Ratings
Free

GET THE APP



BRANCHES

To help deliver the above COVID-19 messages, branches will be supplied the following posters to be displayed at the shooting grounds, these can also be found in Section 4:

- [Good hygiene practices poster for businesses](#)
- [Good hygiene is in your hands](#)
- [Keep that cough under cover](#)
- [Hand washing guidance – How to Handwash](#)
- [Hand sanitising guidance – How to Handrub](#)

HYGIENE

Practising good hand hygiene and sneeze/cough hygiene is the best defence against most viruses – especially coronavirus (COVID-19).

To reduce your exposure and chances of getting ill or transmitting coronavirus (COVID-19) to others:

- cover your nose and mouth with a tissue when you cough or sneeze. Dispose of the tissue. If you don't have a tissue cough or sneeze into your upper sleeve or elbow
- wash your hands regularly with soap and water for at least 20 seconds, especially after:
 - you have been in a public place;
 - blowing your nose, coughing, or sneezing;
 - going to the bathroom or using the toilet;
 - and before food preparation and eating. If soap and water are not readily available, use a hand sanitiser (min. 60% alcohol)
- regularly use alcohol-based hand sanitisers (min. 60% alcohol), hand sanitiser with at least 60% alcohol must be provided on entry and exit to venues.
- if you are feeling unwell, stay home, do not attend Field & Game Australia events, If you have felt unwell in the last 14 days, you must stay at home.
- Spitting and clearing of nasal/respiratory secretions are forbidden
- avoid shaking hands, and avoid all physical contact with other attendees, volunteers and staff
- maintain physical distancing (keep your distance from others by over 1.5 m).
- avoid touching your eyes, nose and mouth
- clean and disinfect frequently used surfaces such as benchtops, desks and doorknobs
- clean and disinfect frequently used objects such as mobile phones, keys, wallets and work passes
- increase the amount of fresh air available by opening windows or adjusting air conditioning
- A safe sanitising procedure for high contact items, such as trap remote buttons, must be implemented.
- Benches and surfaces must be cleaned and disinfected periodically. Please note:

- **Cleaning** means physically removing germs, dirt and organic matter from surfaces. Cleaning alone does not kill germs, but by reducing the numbers of germs on surfaces, cleaning helps to reduce the risk of spreading infection.
- **Disinfection** means using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs that remain on surfaces after cleaning, disinfection further reduces the risk of spreading infection. Cleaning before disinfection is very important as organic matter and dirt can reduce the ability of disinfectants to kill germs.

Advice on cleaning is available from the [Department of Health and Human Services](#) and the [Commonwealth Department of Health](#).

SOCIAL DISTANCING

Social distancing decreases the risk of transmission by reducing incidence of contact with other persons through shaking hands, hugging or tackling. [Restricted Activity Directions](#) require that participants take reasonable steps to maintain 1.5m distance from all other people.

- Ensure a distance of at least 1.5 metres is kept between yourself and others.
- Stop shaking hands, hugging or kissing as a greeting.
- Groups of up to 20 people only are permitted **outdoors**, plus the minimum number of support staff/volunteers reasonably required.
- Members may shoot in squads of up to 6 shooters and should be spaced at least 15 minutes apart, so they don't catch up to the squad in front and back up.
- Branches are encouraged to implement a pre booking/nomination system, the current FGA online scoring system (My Clubs My Scores) now has online nominations available via the MCMS Claytarget Edition app.
- All members, volunteers and staff must maintain compliance with all public health orders/directives from the Victorian State Government. Health information is changing rapidly and we encourage all members to check the [Department of Health and Human Services](#) website for the latest information.

ARRIVAL AND DEPARTURE OF PARTICIPANTS AND VOLUNTEERS

Physical distancing decreases the risk of transmission by reducing incidence of contact between people. [Restricted Activity Directions](#) currently limit gatherings of groups of people to reduce the risk of people spreading coronavirus (COVID-19). The control of facilities and management of areas where people might gather will reduce the risk of coronavirus (COVID-19) transmission.

- Members are required to arrive 15 minutes before their allocated start times
- Squads are to meet at an allocated meeting point, usually the nominations office (if outside), the first stand on the shooting ground, or a designated meeting area.
- Members are required to depart the shooting ground as soon as practical after they have finished shooting, no gatherings in the carpark/clubrooms is permitted.

SPECTATORS/GATHERINGS

[Restricted Activity Directions](#) currently limit gatherings to groups of 10 people to reduce the risk of people spreading coronavirus (COVID-19). Spectators, and other non-participants watching activities should not attend activities unless they have an essential role, or they are parents and/or guardians. Public gathering limitations apply.

- Spectators for outdoor training and competitions must abide by gathering restrictions – spectators should be in groups of no more than 10 and spread out around the ground or venue. The group of 10 does not include those necessary for the activity to occur, such as the umpire or trainer and a parent or carer supporting a person with a disability to participate.
- Come 'n' Try and new shooters who need close 1:1 supervision are not permitted at this time.

KEEPING RECORDS

Details of all members attending events must be recorded, this includes those participating in the event and all volunteers/staff. Records can be kept via the following means:

- Data from scanning membership cards/online entries in MCMS, no further data is required.
- Manual records must include the following:
 - Membership number
 - First and Last Names
 - Contact phone number
 - Date and time of visit

SHARING EQUIPMENT

In combination with good hygiene practices, a similar pre-emptive measure is to promote behaviours such as not sharing drink bottles, towels, and limiting the shared use of equipment.

- If “club guns” are to be supplied by branches they must be thoroughly cleaned and disinfected between users.
- Sharing of safety gear, i.e. earmuffs and safety glasses is not permitted
- Guns are not to be shared between shooters.
- Testing of other people’s guns during a round is not permitted

SQUADS

[Restricted Activity Directions](#) currently limit gatherings to up to 20 people outdoors (plus a coach or the minimum number of support staff reasonably required to manage the activity) which impacts team or group activities.

- Squads are to be limited to 6 shooters
- Squads may contain 1 referee plus 1 scorer, bringing the total to 8
- A junior shooter may have a fully licenced adult to supervise them.
- Total squad size including referees, scorers and any supervisors MUST not exceed 20 people.

INDOOR FACILITIES

The following facilities at Field & Game Aust. branches can now open (subject to restrictions below):

- clubrooms and indoor recreation/rest areas
- showers
- canteen facilities
- children's play areas and/or playgrounds

The following restrictions apply to indoor facilities

- Communal facilities, such as clubrooms and change rooms, can now open for indoor and outdoor sport venues applying the four-square metre rule to each enclosed space. Signage must be displayed at the entry to each indoor space outlining the maximum number of people allowed at a single time.
- Sporting clubs that operate a restaurant, café or canteen within its facility may reopen with take-away and limited dine-in arrangements, provided it strictly adheres to the restrictions on hospitality venues including up to 20 patrons per enclosed space and in groups of up to 10, subject to the four-square metre rule.

Communal facilities, such as clubrooms and change rooms can now be used subject to the four-square metre. Signage must be displayed at the entry to each indoor space outlining the maximum number of people allowed at a single time (see attached below).

Calculating the four square metre rule

If an indoor space is 8.5 metres long and 4.5 metres wide, its total area is 38.25 square metres. Its density quotient is 9.56, so no more than 9 members of the public would be permitted to be in the indoor space at the same time.

If an indoor space is 15 metres long and 10 metres wide, its total area is 150 square metres. Its density quotient is 37.5, however if there is also a 20 person cap on the space, no more than 20 members of the public would be permitted to be in the indoor space at the same time.

Note: the 'four square metre rule' is to be calculated by measuring the area which members of the public can access, such as the table area in a canteen but not the food preparation area or in a store room.

Nomination offices can be accessed by committee and/or staff, this must be kept to a minimum and all social distancing requirement must be met.

Door sign – "Our maximum number of patrons is:" can be found below or downloaded here:

https://www.business.vic.gov.au/_data/assets/pdf_file/0003/1903305/Door-sign-Our-maximum-number-of-patrons-is.pdf

TRAVEL

Travel restrictions in Victoria have been lifted.

Regional travel in Victoria is permitted, as such shooters can attend events at other branches.

Camping and overnight stays are permitted.

No camping is currently permitted on any branch grounds.

FLU LIKE COVID-19 SYMPTOMS

No participant should attend an event if they have cold and/or flu like symptoms, including but not limited to any of the following:

- Fever
- Chills or sweats
- Cough
- Sore throat
- Shortness of breath
- Runny nose
- Loss of sense of smell

Branches should offer a full refund to any shooter who advises they cannot participate due to being symptomatic.

Any member displaying symptoms will not be allowed to shoot and will be asked to return home and see a doctor as soon as possible.

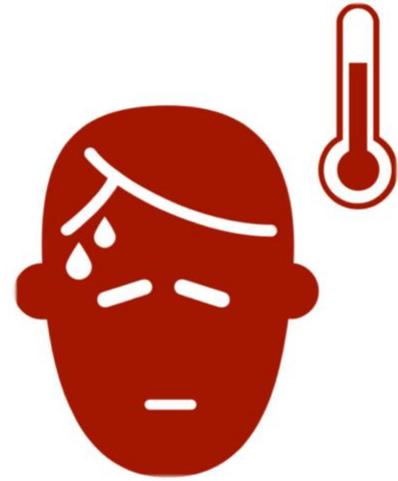
These guidelines will be communicated to all Victorian Field & Game Branches and all Field & Game members Australia wide via email, the Field & Game Australia website and on the Field & Game Australia Facebook page. Branches will be requested to have a copy available for members and will be asked to post on their branch websites and Facebook pages.

FLU LIKE SYMPTOMS POSTER FOR BRANCH COMMUNICATIONS AND DISPLAY AT VENUES

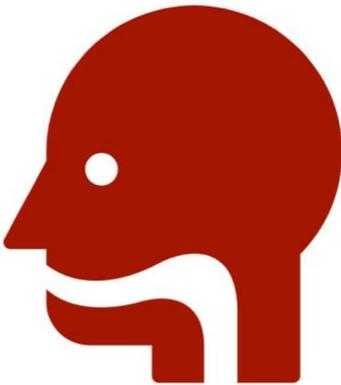
PROTECT EACH OTHER



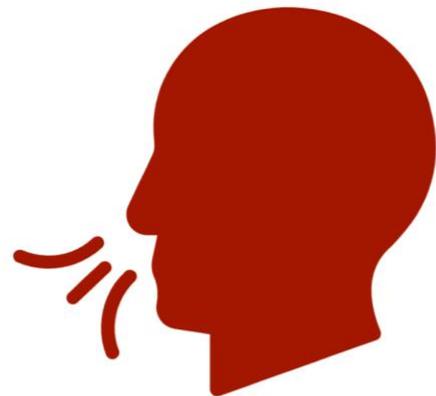
COUGHING



**FEVER, CHILLS,
SWEATS**



**SORE THROAT,
SHORTNESS OF
BREATH**



**RUNNY NOSE,
LOSS OF SMELL**



**ANY SYMPTOMS
NO SHOOTING**

COMMUNICATION

Awareness of coronavirus (COVID-19) risk mitigation strategies to participants is vital. Setting and promoting expectations for required behaviours prior to recommencing activities is crucial for a safe, staged return to full competition.

Any adverse event could necessitate a review of restrictions and activities.

Field & Game Australia and branches have a responsibility to communicate the current restrictions, improve the health literacy of participants through simple guidelines for social distancing and personal hygiene.

Field & Game Australia have developed this management plan that will be updated and communication to branches and members when any of the current advice or restriction change. Field & Game Australia continues to liaise with branches prior to events to ensure they have sufficient knowledge and processes in place to comply with the COVID-19 guidelines. The COVID-19 guidelines are also promoted to the general membership (competitors) via our website, social media and weekly e-newsletter.

NON-COMPLIANCE

If Field & Game Australia is satisfied that a branch has failed to observe a requirement imposed by this COVID-19 Management Plan, FGA may issue a branch with a notification which:

- informs the branch of the failure;
- requires the branch to take specified action, within a specified period, to rectify the failure;
- advises the branch of the actions FGA may take if the it fails to comply

FGA encourages self-reporting of any failures. The object of these actions is to rectify any problem to maintain the continuity of Australian Simulated Field competition across the state.

Directions will continue to be enforced through spot checks by Victoria Police and use of emergency powers by the Department of Health and Human Services to ensure compliance with the directions of the Chief Health Officer.

Community members can raise concerns about compliance with directions through the Police Assistance Line (PAL) on 131 444. Workers can raise concerns via WorkSafe on 03 9641 1555. And employers can talk to their industry regulator or peak body for specific, industry-related support.

A Coronavirus (COVID-19) Outbreak Joint Intelligence Unit has been established to support comprehensive preparedness and responses to outbreaks and identify and manage outbreak risks.

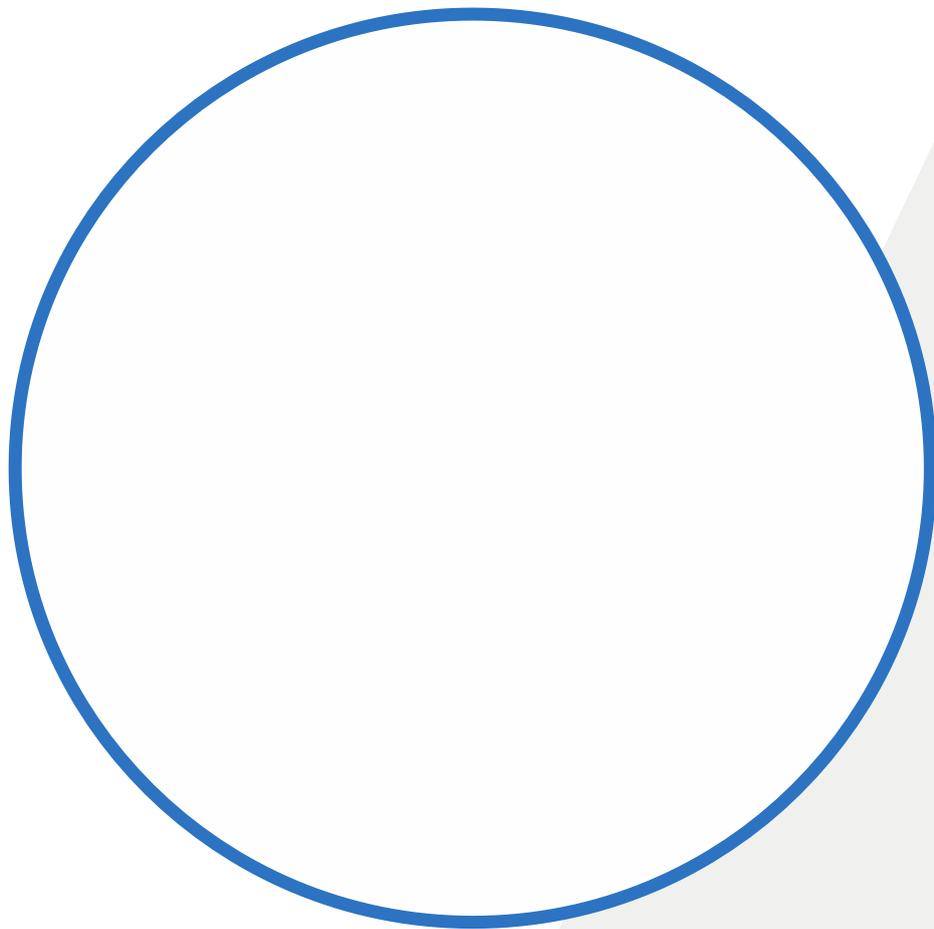
The Department of Health and Human Services and WorkSafe will co-ordinate intelligence and information on businesses that are non-compliant.

Victoria Police can issue on the spot fines of up to \$1,652 for individuals and up to \$9,913 for businesses for:

- refusing or failing to comply with the emergency directions
- refusing or failing to comply with a public health risk power direction
- refusing or failing to comply with a direction by the Chief Health Officer to provide information.

PERSONAL HYGIENE AND GOOD PRACTICE POSTERS FOR DISPLAY AT BRANCHES

Our **maximum**
number of patrons
at any time is:



Staying apart keeps us together

For more information about coronavirus (COVID-19),
please visit vic.gov.au/coronavirus

Authorised by the Victorian Government, 1 Treasury Place, Melbourne





Coronavirus
(COVID-19)

TO HELP STOP THE SPREAD OF CORONAVIRUS, WE SUPPORT GOOD HYGIENE PRACTICES.

Always wash your hands
with soap and water before
and after eating.

For more information about **Coronavirus
(COVID-19)** visit **health.gov.au**



HELP
STOP THE
SPREAD
AND STAY HEALTHY



Australian Government

Coronavirus
(COVID-19)

GOOD HYGIENE IS IN YOUR HANDS.

Wash your hands thoroughly with soap and water for at least 20 seconds to prevent passing on germs. Dry your hands.

**TOGETHER WE CAN HELP STOP
THE SPREAD AND STAY HEALTHY.**

For more information about **Coronavirus
(COVID-19)** visit **health.gov.au**



Australian Government

KEEP THAT COUGH UNDER COVER.

Always cough or sneeze into your arm or a tissue and put the tissue in the bin straight away. Wash your hands with soap and water for at least 20 seconds afterwards.

**TOGETHER WE CAN HELP STOP
THE SPREAD AND STAY HEALTHY.**

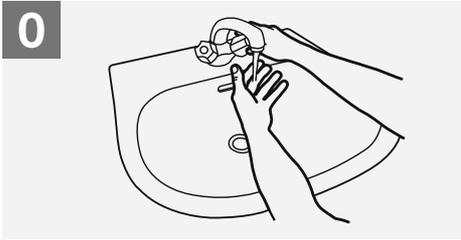
For more information about **Coronavirus
(COVID-19)** visit **health.gov.au**



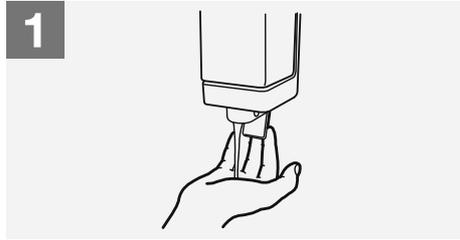
How to Handwash?

WASH HANDS WHEN VISIBLY SOILED! OTHERWISE, USE HANDRUB

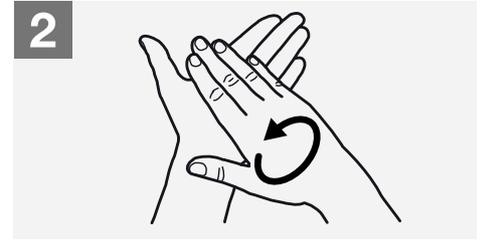
 **Duration of the entire procedure: 40-60 seconds**



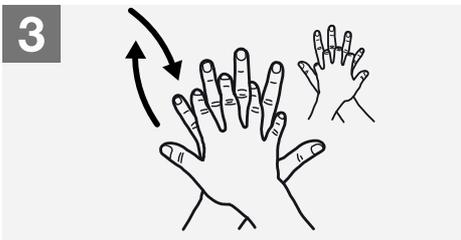
0 Wet hands with water;



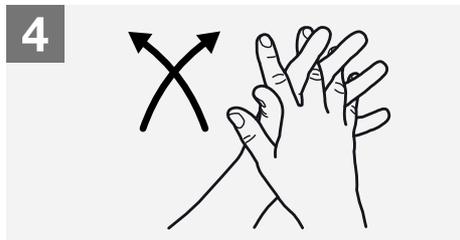
1 Apply enough soap to cover all hand surfaces;



2 Rub hands palm to palm;



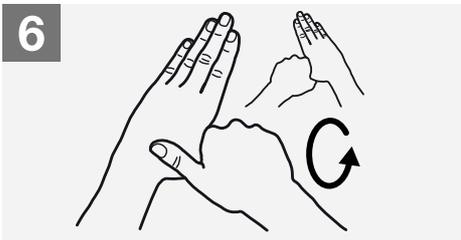
3 Right palm over left dorsum with interlaced fingers and vice versa;



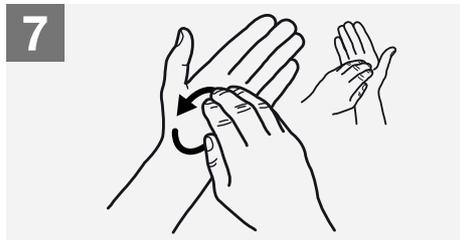
4 Palm to palm with fingers interlaced;



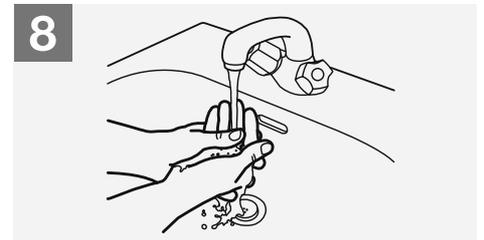
5 Backs of fingers to opposing palms with fingers interlocked;



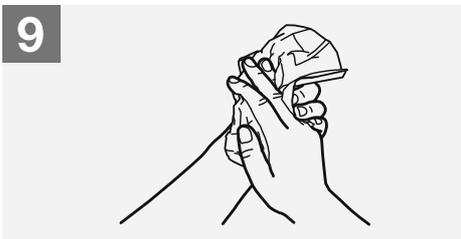
6 Rotational rubbing of left thumb clasped in right palm and vice versa;



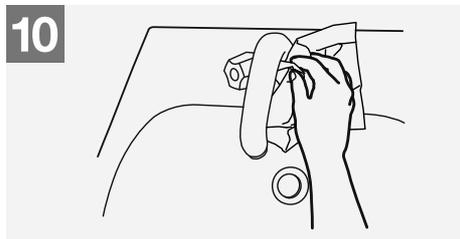
7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



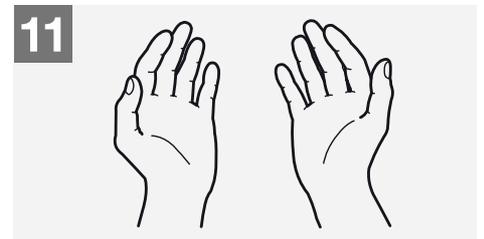
8 Rinse hands with water;



9 Dry hands thoroughly with a single use towel;



10 Use towel to turn off faucet;



11 Your hands are now safe.



World Health Organization

Patient Safety

A World Alliance for Safer Health Care

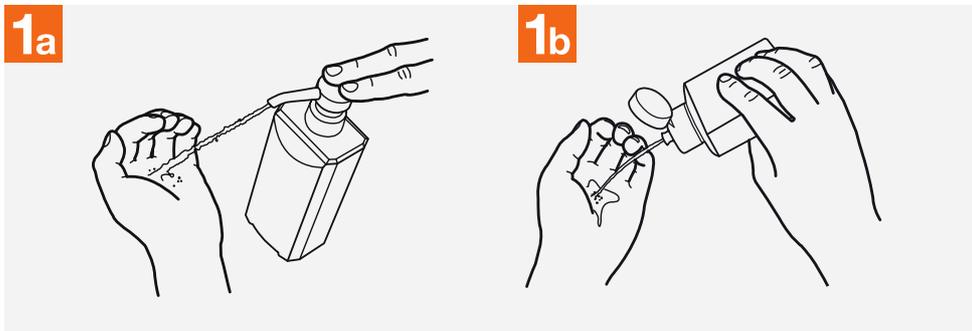
SAVE LIVES
Clean Your Hands

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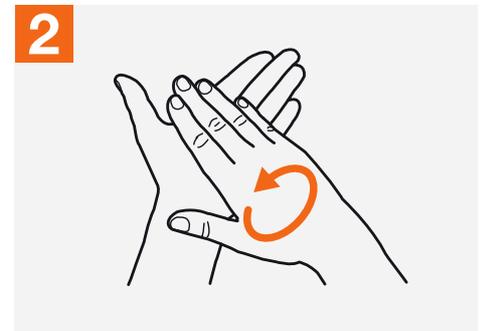
How to Handrub?

RUB HANDS FOR HAND HYGIENE! WASH HANDS WHEN VISIBLY SOILED

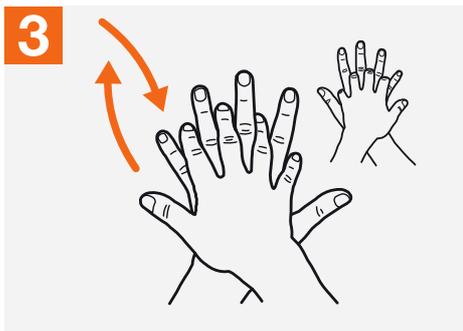
 **Duration of the entire procedure: 20-30 seconds**



Apply a palmful of the product in a cupped hand, covering all surfaces;



Rub hands palm to palm;



Right palm over left dorsum with interlaced fingers and vice versa;



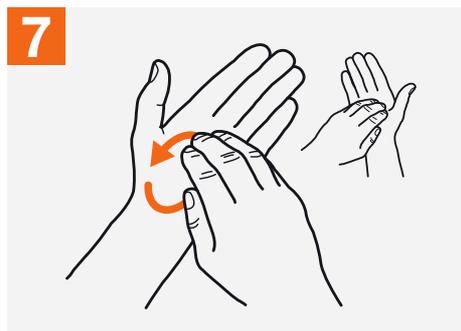
Palm to palm with fingers interlaced;



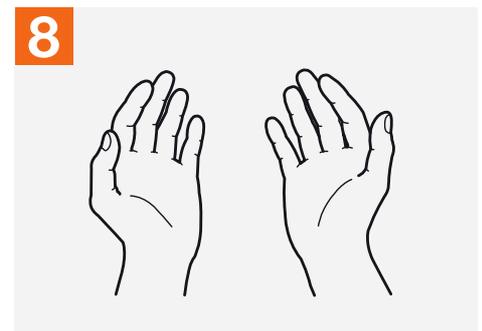
Backs of fingers to opposing palms with fingers interlocked;



Rotational rubbing of left thumb clapsed in right palm and vice versa;



Rotational rubbing, backwards and forwards with clapsed fingers of right hand in left palm and vice versa;



Once dry, your hands are safe.



World Health Organization

Patient Safety

A World Alliance for Safer Health Care

SAVE LIVES
Clean Your Hands

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