



Sport and Recreation

COVID Safety Plan

Please use the following form to document your plan for how your staff and patrons will be kept safe during the COVID-19 pandemic.

Premises name: **Leederville Dojo (626 Newcastle St, Leederville)** has a maximum capacity of Number: **18** patrons and agrees to the following conditions:

- | | |
|--|---|
| <input checked="" type="checkbox"/> A strict limit of a minimum of 4sqm per person | <input checked="" type="checkbox"/> Frequent cleaning and disinfection |
| <input checked="" type="checkbox"/> Non-contact training and sport only | <input checked="" type="checkbox"/> Close communal showers and change rooms |
| <input checked="" type="checkbox"/> Minimal shared equipment | <input checked="" type="checkbox"/> Maintain records of patrons for the purposes of contact tracing |

- 1 Refer to the COVID Safety Guidelines: Sport and Recreation for information on the expectations for COVID Safety Plans, including the application of the maximum 20 patrons per venue limit, and to assist you in completing this plan. These are available at [WA.gov.au](https://www.wa.gov.au)
- 2 Discuss and share relevant details of your plan with staff, contractors and suppliers so everyone is aware of what to do and what to expect.
- 3 The COVID-19 pandemic is an evolving situation - review your plan regularly and make changes as required.
- 4 Print and display the **COVID Safety Plan Certificate** available at the end of this form.

**We're all
in this
together.**

Premises details

Premises name:	Leederville Dojo	Prepared by:	David Whyatt
Type of premises:	Martial arts training hall	Position title:	WA Area Rep
Street address:	626 Newcastle St, Leederville	Completion date:	18/5/2020
Contact no:	0428 536 835	Revision date:	
Email:	registrar.aikidowa@gmail.com		

* For the sections below, please complete the form and attach additional pages or information as required.

1. Physical and social distancing

• What will be done to implement physical distancing guidelines?

Consider: physical distancing for staff and patrons; occupancy limits based on 4sqm requirements; management of waiting areas etc.

- Training area is 6m x 12m = 72sqm / 4 = 18 max.
- Main door is to be used only for initial entry and last exit.
- Side double doors will be opened and used as primary entry and exit.
- Communal change rooms and showers closed. Members to arrive dressed for training.
- Only one person is to be in the admin/entry way at any one time.
- Members to use own weapons or exclusive loan weapons.
- Members to maintain social distancing at all times, including during training.
- There is no requirement for queuing or waiting areas.

2. Hygiene

• How will you ensure required hygiene standards are maintained?

Consider: hygiene protocols and practices; supply of cleaning and sanitiser products etc.

All members to wash hands on arrival and before leaving.
Cleaning and disinfecting products are supplied.
All mats will be mopped and common areas (such as office desk) will be wiped after each class.

3. Staff training and education

- How will you ensure all your workers know how to keep themselves and others safe from exposure to COVID-19?

Consider: staff training; records of training; additional education; signage; guidance material etc.

- Education to members through email and Facebook
- Signage at the dojo
- On-going instructor guidance and reminders, if required
- Existing record-keeping system is suitable for contact-tracing, if required

4. Compliance

- I am aware that in addition to the legal obligations arising from the Emergency Management Act 2005 and the Directions made under that Act, I must continue to comply with relevant existing legislation and regulations, including WorkSafe legislation.

Yes No

Comments:

5. Response planning

- How will you respond to an exposure or suspected exposure to COVID-19 within your premises?

Consider: records of patrons; cleaning procedures; referrals to relevant authorities; regular review of procedures etc.

1. Notify authorities.
2. Using training records, contact all members who may have been exposed.
3. Suspend training until all clear is given.



Premises name

Leederville Dojo (626 Newcastle St, Leederville)

COVID Safety Plan Certificate: Sport and Recreation

Number:

18

Welcome.
We can accommodate **18** **patrons and agree**
to maintain the WA Government's safety measures



4sqm per person



**Minimal shared
equipment**



**Non-contact
training and
sport only**



**Contact
tracing**

**We're doing our part to help keep you safe.
Please respect the rules and our staff.**

We're all in this *together.*

Prepared by:

David Whyatt

Date:

18/5/2020