



RISK MANAGEMENT MATRIX

TRAINING AND COMPETITION in a COVIDSafe Environment

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INTRODUCTION

While the COVID-19 pandemic has had a devastating effect on the activities of thousands of communities, it is widely recognised that the resumption of sport can have a significant impact on the re-establishment of normality in Australian life.

It is critical, however, that the resumption of sport and recreation proceeds carefully and methodically to minimise the risks of a resurgence of the virus.

PURPOSE AND STRUCTURE

The purpose of this guide is to provide our club with a basic tool to assist with risk assessment and minimisation in line with the broader framework for community resumption of netball in a COVID-19 environment.

The following risk management matrix document has been adopted from Netball Australia's [RESUMPTION OF COMMUNITY NETBALL RISK ASSESSMENT GUIDANCE TEMPLATE](#).

The document identifies the areas to consider, risks and the associated mitigation measures proposed to manage the identified risk. The document also identifies those responsible for implementing the mitigation measures. These measures may be subject to change.

DEFINITIONS

Vulnerable participants/volunteers - netball participants/volunteers who are most at risk of serious infection from COVID-19 include:

- older people - 70 years of age and older or those 65 years and older with chronic medical conditions
- people with weakened immune systems (e.g. cancer)
- people with diagnosed chronic medical conditions (such as high blood pressure, heart and lung conditions, kidney disease and diabetes)
- Aboriginal and Torres Strait Islander people, who have higher rates of chronic illness

RISK ASSESSMENT

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
Health of participants / athletes prior to activity	Coronavirus infection within the group.	<ul style="list-style-type: none"> • Check that no one is unwell at the start of training / as participants arrive. • Club keeps a record of who attends training. • Educate participants & coaches – use emails to members, update websites, use team communications and display materials around the venue. • Communicate Get in, Train & Get Out philosophy. 	<ul style="list-style-type: none"> • Coach is responsible for asking if anyone is unwell at the start of training/as participants arrive. • Coach is responsible for having access to contact details for all participants at training. • Coach completes training attendance register and forwards to the club (retain copy for entire season). • Coaching Convenor retains a log and a copy of all training attendance registers. • Coaching Convenor and Secretary to educate Coaches and Managers on "Get in, Train & Get Out philosophy". • Club administrators use Website, Mailchimp and Social Media to educate all members. • MWNA to display relevant information around the venue. • Secretary to assign a Club COVID-19 Safety Coordinator.
Controlled sporting activities	Coronavirus infection within the group. Injury to participant/s.	<ul style="list-style-type: none"> • Get in, Train & Get Out Philosophy. • Ensure there are no more than 20 people – training is based on skills with set drills, but no close contact / defending / attacking / match play drills • Avoid unnecessary contact. • Limit use of equipment and ensure equipment is cleaned after each training. (See sanitise netball guide) • Implement good hygiene practises at training. (See hygiene tip sheet) • Ensure appropriate warm up and cool down as part of training. • Ensure age and skill appropriate training. 	<ul style="list-style-type: none"> • Coaching Convenor to educate coaches to deliver age and skill appropriate training incl. warm up and cool down as part of training to only train at Curl Curl Netball Courts • Coach to deliver age and skill appropriate training incl. warm up and cool down as part of training. • Secretary to source and procure sanitising equipment. • Coaching Convenor/Secretary to remove all unnecessary training equipment (ladders, bibs, dots, nail clippers/unnecessary first aid equipment) from kit bags. • Coaching Convenor/Secretary to distribute Good Hygiene and How to sanitise netball guides to coaches and managers. • Coaching Convenor and Secretary to educate Coaches and Managers on "Get in, Train & Get Out philosophy". • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Committee members to monitor appropriate training guidelines are adhered to. • Club administrators use Website, Mailchimp and Social Media to educate all members.

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
Numbers of athletes/ participants in and around activity	Clubs / Coaches do not abide by the 10-person limit. Coronavirus infection within the group.	<ul style="list-style-type: none"> • Adopt mitigation/minimisation strategies as above • Educate participants & coaches – use emails to members, update our websites, use team communication channels and display materials around the venue. • Get in, Train & Get Out Philosophy. • Monitor to ensure there are no more than 20 people – training is based on skills with set drills, but no close contact / defending / attacking / match play drills 	<ul style="list-style-type: none"> • Coaching Convenor to ensure coaches understand the maximum number of people per court and Get In, Train & Get Out Philosophy. • Coaching Convenor/Secretary to use the following communication channels (mailchimp, websites, social media, info-graphs, checklist) to educate members on the maximum number of people per court and Get In, Train & Get Out Philosophy. • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Committee members to monitor appropriate training conditions are adhered to. • MWNA to display relevant information around the venue.
Social distancing (1.5m and 1 person per 4m2)	Participants are either unaware or don't abide by the social distancing rules. Coronavirus infection within the group.	<ul style="list-style-type: none"> • Adopt mitigation/minimisation strategies as above • Educate participants – use emails to members, update your websites, use team communication channels and display materials around the venue. • Determine maximum number of athletes/participants based on venue size to allow distancing. • Ensure no more than this maximum number is involved in any activity. 	<ul style="list-style-type: none"> • Coaching Convenor to ensure coaches deliver social distance appropriate training incl. warm up and cool down and understand the Get In, Train & Get Out Philosophy. • Coaching Convenor/Secretary to use the following communication channels (mailchimp, websites, social media, info-graphs, checklist) to educate members • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Committee members to monitor appropriate social distancing protocols are adhered to. • MWNA to determine the maximum number of players to court/venue. • Coaching Convenor/Secretary to communicate to all participants the need to arrive and leave training by moving directly between their parent/carer and their training court while minimising contact with other people. • Coaching Convenor/Secretary to promote to its members to download the CovidSafe App before making a return to training and competition

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
Hygiene protocols (individuals, venue, facilities, equipment)	<p>Participants are either unaware or aren't practising hygiene protocols.</p> <p>There are no cleaning facilities at the place of training.</p>	<ul style="list-style-type: none"> • Adopt mitigation/minimisation strategies as above. • Educate participants – use emails to members, update your websites, use team communication channels and display materials around the venue. • Implement good hygiene practises at training. (See hygiene tip sheet) • Place hand sanitiser / soap and water around the venue and in toilet / bathroom facilities. • Ask that participants bring their own hand sanitiser. • Ask that participants bring their own individually labelled water bottle & hand towel. 	<ul style="list-style-type: none"> • Coaching Convenor to educate coaches and managers on hygiene protocols • Coaching Convenor/Secretary to use the following communication channels (mailchimp, websites, social media, info-graphs, checklist) to educate members • Secretary to upload NA and NNSW info-graphs and guidelines to BH website • Committee members to monitor appropriate hygiene protocols are adhered to. • Gear Steward to provide hand sanitiser and equipment spray for kit bags. • Coaches and Managers are to ensure that the kit bags are adequately stocked with hand sanitiser and spray for kit bags. • Participants bring their own hand sanitiser, labelled water bottle & hand towel. • MWNA to display relevant information around the venue.
Sporting equipment (controlled use)	Coronavirus infection within the group.	<ul style="list-style-type: none"> • Limit use of equipment and ensure equipment is cleaned after each training. (See sanitise netball guide) • Implement good hygiene practises at training. (See hygiene tip sheet) • Place hand sanitiser / soap and water around the venue and in toilet / bathroom facilities. • Ask that participants bring their own hand sanitiser. 	<ul style="list-style-type: none"> • Coaching Convenor to educate coaches and managers on use of equipment (balls) and hygiene protocols • Coaching Convenor/Secretary to use the following communication channels (mailchimp, websites, social media, info-graphs, checklist) to educate members • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Committee members to monitor appropriate equipment hygiene protocols are adhered to. • Gear Steward to provide Hygiene Protocols in kit bags. • Coaches and Managers are to ensure that the kit bags are adequately re-stocked with hand sanitiser and spray for kit bags. • Participants bring their own hand sanitiser • Coaching Convenor/Secretary to remove all unnecessary training equipment (ladders, bibs, dots, nail clippers/unnecessary first aid equipment) from kit bags.

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
Communal facilities (controlled use)	<p>The extent of hygiene protocols used by other groups is unknown.</p> <p>Coronavirus infection within the group.</p>	<ul style="list-style-type: none"> • Limit the use of communal spaces – keep them closed. • Wipe down surfaces pre and post training. • Implement good hygiene practises at training. (See hygiene tip sheet) • Place hand sanitiser / soap and water around the venue and in toilet / bathroom facilities. • Ask that participants bring their own hand sanitiser. 	<ul style="list-style-type: none"> • Coaching Convenor to educate coaches and managers to only train at Curl Curl Netball Courts. • Coaching Convenor/Secretary to use the following communication channels (mailchimp, websites, social media, info-graphs, checklist) to educate members • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Committee members to monitor appropriate hygiene protocols are adhered to. • Gear Steward to provide Hygiene Protocols in kit bags. • Coaches and Managers are to ensure that the kit bags are adequately re-stocked with hand sanitiser and equipment spray. • Participants bring their own hand sanitiser. • MWNA/NB Council to provide hand sanitiser / soap and water around the venue and in shared communal toilet / bathroom facilities. • MWNA/NBC to agree guidelines for venue cleaning schedule
Training practice (duration restrictions)	<p>The longer the period of time together, the increase in risk of virus transfer.</p>	<ul style="list-style-type: none"> • Adopt mitigation/minimisation strategies as above. • Get in, Train & Get Out Philosophy. 	<ul style="list-style-type: none"> • Coaching Convenor to educate coaches and managers to limit training sessions to max. 1hr at Curl Curl Netball Courts. • Coaching Convenor/Secretary to use the following communication channels (mailchimp, websites, social media, info-graphs, checklist) to educate members. • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Committee members to monitor training schedule restrictions are adhered to.

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
Coaching and support resources (controlled provisions)	<p>Coaches don't feel like they're equipped with drills and skills that minimise close contact.</p> <p>Coaches are competitive and ignore guidelines.</p>	<ul style="list-style-type: none"> • Adopt new Club Policies for COVID – require members to abide by guidelines. • Educate coaches on requirements. • Direct coaches to training resources based on skills with set drills, but no close contact / defending / attacking / match play drills • Adopt mitigation/minimisation strategies as above. 	<ul style="list-style-type: none"> • Club administrators distribute COVID policy to all members. • Coaching Convenor to educate coaches and managers on COVID safe requirements and how to deliver age and skill appropriate training incl. warm up and cool down as part of training. • Coaching Convenor to direct coaches to available training resources (thenetballcoach.com) based on skills with set drills, but no close contact / defending / attacking / match play drills • Committee members to monitor appropriate training drills are being practiced.
Spectators (controlled access and distancing)	Too many people attending training means that social distancing can't be implemented.	<ul style="list-style-type: none"> • Adopt new Club Policies for COVID – require members to abide by guidelines. • Promote the need to limit the number of parents / carers attending training. • Educate participants and parents – use emails to members, update your websites, use team communication channels and display materials around the venue. 	<ul style="list-style-type: none"> • Club administrator distribute COVID policy to all members • Club administrators use Website, Mailchimp and Social Media to educate all members. • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Coaches and managers to enforce/limit the number of parents / carers attending training. • Committee members to monitor appropriate number of parents / carers attending training. • MWNA to display relevant information around the venue.

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
<p>Response procedures (presumed or known exposure response)</p>	<p>A participant notifies the Club that they or a family member has a suspected case of coronavirus.</p> <p>A participant notifies the Club that they or a family member has contracted coronavirus.</p>	<ul style="list-style-type: none"> • Keep an up to date record about the protocols that the club has put in place to mitigate the risk of contracting coronavirus. • Advise the affected member to follow Department of Health procedures relevant to their state or territory. • Ensure regular education of club members about the COVID protocols. • Establish a Communication/Action Plan outlining who the Club needs to advise if there is a suspected or positive case of coronavirus and who is responsible for doing that: <ul style="list-style-type: none"> • Local Health authority • Club Members that have come into contact with the person concerned • Provide any support or assistance to the Department of Health as requested. • Maintain protocols for returning to training following a positive case. 	<ul style="list-style-type: none"> • Secretary to upload NA and NNSW info-graphs and guidelines to BH website. • Secretary to post COVID related risk assessment, policy and procedures documents to BH website. • Secretary to post relevant updates to BH website and FB page and notify members via Mailchimp. • Secretary to establish a Communication/Action Plan outlining who the Club needs to advise if there is a suspected or positive case of coronavirus and who is responsible for doing that: <ul style="list-style-type: none"> • Local Health authority • Club Members that have come into contact with the person concerned • Provide any support or assistance to the Department of Health as requested. • Affected members to follow Department of Health procedures relevant to their state or territory. • Club Secretary to advise participants that are unwell should be referred to a doctor in accordance with local Public Health Authority guidelines.

Areas to Consider	Risks (what could happen or go wrong)	Risk Management Mitigation (what do you have/propose to manage the risks)	Responsibility (insert name)
Shared Venue	<p>Too many other users of courts</p> <p>Coronavirus infection across groups training at the same venue.</p>	<ul style="list-style-type: none"> Guidelines for managing shared training times. Venue cleaning schedule incl. Additional cleaning of rails and steps. Water fountains are not used. Minimise the use of toilets. Seek assistance re external users ie skateboarders. 	<ul style="list-style-type: none"> MWNA Secretary to liaise with NB Council re training courts and protocols re training and cleaning. This may include additional cleaning of rails and steps. Water fountains under current protocols are not to be used. Seek assistance re external users ie skateboarders. Participants bring their own hand sanitiser. Participants bring their own individually labelled water bottle & hand towel. MWNA/NBC to agree guidelines for training times and venue cleaning schedule
Vulnerable participants/volunteers*	<p>Vulnerable participants/volunteers in the group/club.</p> <p>Coronavirus infection within the group/club..</p>	<ul style="list-style-type: none"> Identify vulnerable participants/volunteers Keep a record of vulnerable participants/volunteer Delay a return to sport/duties for vulnerable participants/volunteer Training scheduled at designated 'lower risk' times (i.e. with no one else around) Staff working off-site where possible Maintaining social distancing measures Exclusion of 'high risk' participants/volunteers from the training environment 	<ul style="list-style-type: none"> Secretary to identify and keep a record of vulnerable participants/volunteers Coaching Convenor to notify coach and manager of vulnerable participants. Secretary to delay/exclude the return to sport/training of a vulnerable participants/volunteers

DISCLAIMER

This document is not designed to replace any existing risk management structures or systems adopted by the respective clubs and associations. It is intended to complement existing risk management systems to support the safe resumption of community netball. Clubs, associations and other relevant stakeholders are encouraged to refer to their respective state-based health and safety regulator, health department and the Australian Government for the most current information, advice and compliance requirements.