



ORIENTEERING NSW

COVID-19 SAFETY PLAN

For Participants and Organisers

3 SEPTEMBER 2020

This Plan will be revised in light of material changes to Government guidance and law. The changes may occur at short notice. The Plan does not cover high performance athletes (other than when they are involved in community sport activities). If you have any questions, please [contact](#) Andrew Lumsden (ONSW COVID-19 Safety Co-Ordinator) or Robyn Pallas (ONSW President).

The purpose of this ONSW COVID-19 Safety Plan is to keep participants at orienteering activities safe and help prevent the spread of COVID-19. The Plan provides guidance for organisers and participants and helps them meet their legal and ethical obligations.

COVID-19 has not been banished. We are all responsible for social distancing, hand hygiene, covering coughs and staying home if this is necessary. Most orienteering events attract people from a wide geographic area and from a wide range of age groups. If COVID-19 spreads at an orienteering event, it could be a significant problem for the health system.

Orienteering training sessions and competitions are permitted, provided they are conducted in an outdoor location, participants comply with Government guidance on travel & hot spots and have no more than 500 participants in total. Participants includes competitors, people training, officials, coaches, family members who are not competing and other attendees.

EVENT OR TRAINING SESSION ORGANISERS - RISK MANAGEMENT

Official NSW Government requirements are included in Appendix 1.

Principles

In addition to the Organisers Rules in the ONSW Manual, event and training session organisers must do the following.

1. Encourage or direct people at the event or training session to comply with the Guidance for Participants section below. If necessary, the organiser can cancel the event and order people at the assembly area to leave.
2. Minimise the risk of close contact between orienteers, officials and volunteers and eliminate as far as possible multiple people touching a surface.
3. Be able to access all competitor and officials contact details after the event (to assist contact tracing if needed).

4. Refuse entry to the event or training session if someone does not provide required contact details or is breaking Government COVID-19 travel or community sport attendance restrictions.
5. Ensure volunteers are briefed and comfortable about performing their role and receive the protection from contagion being provided.

Development of an event or training session specific COVID-19 Safety Plan

Where there are more than 20 participants at an orienteering event or training session, the event organiser must prepare and follow a COVID-19 Safety Plan.

The event or training session COVID-19 Safety Plan should be based on the NSW COVID-19 Safety Plan with amendments pertaining to the event or session. The part of the Plan for Participants must form part of the event entry information. The full plan must be available at the event/session and on the event/session website, Eventor page or email invitation.

The Plan prepared by the organiser must be signed off by the relevant person in your club, etc. See below.

Organising Body

ONSW	Robert Spry	BBN	Bruce Meder
BFN	Jock Davis	BNN	Sharon Lambert
CCN	David Bowerman	GON	YC Lee
GSN	Thomas Carter	HON	Dan McLachlan
IKN	Sue Froude	NCN	David Kitchener
NTN	Maurice Anker	SHN	Peter Meyer
URN	Ant Nolan	WRN	John Oliver
WHN	Maureen Fitzpatrick	Bold Horizons	Barbara Hill

COVID-19 adjustments to orienteering event and training session management

Some provisions of this plan might require the organiser to refuse entry, disperse people who are not social distancing or require some or all participants to leave. Organisers should ensure the organisation team includes one or more people (COVID marshals) who have the appropriate skills and are ready to perform these roles if necessary.

- a) Orienteering is permitted provided there are no more than 500 participants.

The NSW Government wants community sport to “take all reasonable steps to minimise the number of spectators”. Orienteering event and training sessions should be conducted on a ‘arrive, orienteer, go home’ basis. Starting and other arrangements should facilitate this.

The organiser must have a strategy to minimise co-mingling of participants. This could include:

- ensuring groups of orienteers at the assembly area and start are spread out over a wide area;
- separating competitors yet to start from those who have finished;
- requiring people from different clubs not to mix in the assembly area;
- splitting an event into two or more time buckets.

Where events are part of a series, the method used should be the same for each event in the series.

- b) No events that encourage head-to-head racing, eg no mass start or winner is the first across the finish line events (such as knock out sprints or chasing starts).
- c) Event assembly must be entirely outdoors. The computer download, timing equipment, etc may be under an open shelter or veranda for protection.
- d) Groups entries are allowed. Only one person enters, but all members of the group must be registered.
- e) Contactless registration or entry only. The entry process must capture all participants contact details. Name, email and addresses are compulsory. Phone numbers and emergency contact details are recommended. Entry using Eventor is recommended, with entries closing 1 minute before last start. Details of organisers, parents, young children who do not compete at an event must be recorded. If using Eventor, this could be in a separate Non-Competitors' class.

If entries are taken by means other than Eventor, participants contact details must be retained for a period of at least 28 days.

- f) Entry to the event or assembly areas should be refused for someone who does not provide required contact details or who is breaking Government COVID-19 travel or community sport attendance restrictions.

See "Do not attend – Government guidance restrictions" in the Guidance for Participants below.

These restrictions can change frequently and at short notice. The organiser must have a process to enforce the restrictions. For example, signage and an official at a place where all competitors will pass through soon after their arrival at an event. Organisers should have a copy of the current NSW Health list of COVID "[When you must self-isolate](#)" or "[self-isolate and get tested immediately](#)" hot spots available where participants enter the assembly area for the first time.

- g) No drinks controls or water at start or finish for competitors.
- h) Food or drink must not be sold or supplied at an event or training session.
- i) Ask competitors to bring their own hand sanitisers.
- j) Provide hand washing and sanitising facilities at the assembly area and toilets. If competitors are likely to finish the event with visibly dirty hands, they should be encouraged to bring extra water and soap. Hand sanitisers are less effective if the dirt is not washed off.
- k) Brief event officials on how to practice good hygiene and make it easy for event officials and attendees to practice good hygiene.
- l) Provide pre-entry refunds to those that absent themselves for COVID-19 related health or travel reasons.
- m) No key boxes.
- n) Control descriptions should be printed on the map and/or made available to be printed by participants prior to the event.
- o) Contactless punching is preferable followed by traditional SPORTident punching. SI units should be firmly affixed to a solid object such as a post, to avoid the need for competitors to touch the unit.

No pin punch only controls. If manual control cards are used then participants should supply their own pen or pencil and organisers should not check the cards.

- p) No results display at events – make results available in real time on phones or and/publish results ASAP after events.
- q) No presentations at events.
- r) Maps will be kept by competitors following finish at all events.
- s) Event organisers should provide some protective equipment, cleaning materials and disinfectant for event officials and brief officials about hygiene and social distancing requirements for both competitors and themselves. Officials should wear gloves when cleaning and wash hands thoroughly before and after with soap and water.
- t) Used rental SI sticks and compasses should be cleaned and disinfected between uses/events.
- u) First aid boxes should have both examination gloves and masks (resuscitation, medical). There is some advice available for first aiders, eg [Australia Wide First Aid](#), [Australian Resuscitation Council](#).

If someone is unwell and displaying respiratory symptoms (cough, sore/scratchy throat, fever or shortness of breath) they should be directed to go home, preferably with whoever they travelled to the event or session with. If appropriate, an ambulance should be called.

- v) There must be at least 1.5m distance between people, other than small children and family members they live with: at assembly areas, starts and finishes. Assembly areas, starts and finishes must be large enough to meet the Government's requirements of no more than one person per four square metres of ground space. Coaches and instructors need to bear this in mind when preparing to, and delivering, coaching – especially when participants are learning how to read a map.
- w) Consult with land owners and follow any instructions they might have. Co-operate with NSW Health if you are contacted by it.
- x) Event organisers planning meetings should be held by telephone or video platforms where this practicable.

Event organisers should ensure that participants at the event are aware of the need for COVID safety. Signs are a good way to do this – some relevant signs are on the [ONSW COVID-19 webpage](#). They should also provide information in advance about the personal hygiene facilities available at the event to help people in make an informed decision as to whether to attend.

Travel restrictions and managing participants from different Districts

Organisers must enforce Government COVID-19 travel restrictions. Under current Government restrictions participants cannot attend an event or training session if they:

- have visited Victoria in the 14 days prior; or
- must self-isolate under NSW Health COVID "[When you must self-isolate](#)" or "[self-isolate and get tested immediately](#)" guidance.

The following travel restrictions are based on NSW Government advice that is anticipated to expire on 28 September 2020. The Government advice may, however, be extended.

Each event and training session's COVID-19 Safety Plan and pre-event information must specify which areas they are allowing entries from.

Organisers should not accept entries from:

- for events in regional NSW – from residents of Greater Sydney; and
- for events in Greater Sydney – from residents outside Greater Sydney.

Organisers of events in regional NSW may accept entries from within the event's Regional Zone (Appendix 2 gives ONSW's definition of Districts and Regional Zones.

Inform participants of travel restrictions

Organisers must inform:

- entrants by email in the 24 hours before the event; and
- all people entering the assembly area at the event

of the NSW Government's [When you must self-isolate](#) rules and its [Latest COVID-19 case locations in NSW](#). Anyone who must self-isolate or get tested under these rules must not enter the assembly area.

Events and training sessions can be held in a different District from where participants live, if it is unlikely that participants will mix with locals. For example, if the assembly area is on a farm or in an isolated forest and is close enough to the home District to allow participants to drive to orienteering without stopping.

Appendix 2 gives ONSW's definition of Districts and Regional Zones.

Events or training sessions that result in overnight stays (e.g. multi-day training camps, State League weekends) are not permitted. This is due to the increased risk of COVID transmission in accommodation with shared facilities or at group dinners.

[Assembly area management](#)

At all events, the organising team should actively encourage social distancing and an 'arrive, orienteer, go home' approach. This includes having marshals who are prepared to remind people who are not social distancing or who are unnecessarily delaying before starting or going home. At larger events the following approaches should be used.

All larger events - cool down zones –

The 'assembly area' should:

- be large enough for people to spread out;
- have a 'no gathering zone' (which can include Welcome, Help, bag drop/key board, Start and Finish); and
- a cool down zone where people who have finished can stop and talk whilst they cool down or wait for people they travel with to finish, but have to be in widely separated small groups.

Larger events with entries from more than one District must have either:

- people from different Districts start in different time windows; or
- a cool down zone for each District that is designated by the organisers.

The section on vulnerable people also deals with assembly area layout.

[Flow of competitors in the assembly area](#)

Competitors must:

1. Park their car;
2. Move promptly to the Welcome desk and be informed of current travel restrictions and asked if the competitor should enter the assembly area;
3. Drop a bag or key off (if these facilities are offered) and/or go to the toilet;

Competitors must not linger during the preceding 3 steps.

4. Start – the start must be managed so that competitors flow through the start without significant delay. Competitors do not have to start on the minute and there does not need to be one or two minute intervals.
At events where more than a few minutes of pre-planning of routes is allowed, course maps must be provided on the event website on the day before the event
5. Compete;
6. Finish and down load;
7. Cool down in the cool down zone and, if applicable, wait for people they travel with to finish;
8. Go back to their car.

Organisers must inform participants of the flow to be used at the event before the event.

Shared community sport facilities

Some community sport facilities may cater for several sports, for example multiple football fields located next to multiple netball courts in a single outdoor precinct.

In this case, each organised activity is permitted up to 500 participants, as long as the people from the respective activities are not interacting with each other.

Each organised activity must have its own allocated common facilities (including changerooms, toilets and canteen areas) to ensure participants from both activities are not interacting.

If an event or training session is being organised at a shared facility, organisers should ask the other users or the land owner about possible clashes.

Vulnerable individuals

Vulnerable individuals include: para-athletes, people with concurrent medical conditions, individuals over 70 years of age, carers for or a household contact of a vulnerable person, athletes with suboptimal access to medical care (e.g. remote) and Aboriginal and Torres Strait Islander Communities.

Vulnerable people should be:

- given a start window that would enable them to optimise their social distancing when there would be fewer people around.
- catered for by having start and finish that is geographically separated from the areas where other competitors will congregate. At larger events there must be gaps of at least 15 metres between groups of people in the cool down zone or between the cool down zones for each District (if these are used).

GUIDANCE FOR PARTICIPANTS

Participants includes competitors, people training, officials, coaches, family members who are not competing and other attendees.

Be patient, courteous and respectful of others at all times. Please consider how your actions may appear in the eyes of landowners or members of the public.

Do not attend – Government travel guidance restrictions

Under current Government restrictions you cannot attend an event or training session if you:

- I. have visited Victoria in the 14 days prior;

- II. must self-isolate under NSW Health COVID [“When you must self-isolate”](#) or [“self-isolate and get tested immediately”](#) guidance; or
- III. live outside the Districts the organiser will accept entries from. Appendix 2 gives ONSW’s definition of Districts.

Do not attend - illness

You must not come to any NSW orienteering event, training session or activity if you are not permitted to attend under Public Health Orders or Australian or NSW Government guidelines. This includes Government COVID-19 travel restrictions and NSW Government guidance on [Increased Testing and Surveillance](#).

You should not train or compete, if in the last 14 days you have been unwell or had contact with a known or suspected case of COVID-19. If you have respiratory symptoms (cough, sore/scratchy throat, fever or shortness of breath) you are considered a potential COVID-19 case and must immediately self-isolate, have COVID-19 excluded and be medically cleared by a doctor to return to train or compete.

Do not attend – spectators, etc

If you are not competing, training, an organiser or a coach please do not enter the assembly or start area. Exception: a child may be shadowed whilst orienteering, but by one parent only.

Travel to and from events and training sessions

Participants should drive directly to the venue, compete/train, and then return to their homes following the activity. Avoid social gatherings before and after the activity, and carpooling or other shared transport arrangements.

Social distancing

The NSW Government wants community sport to “take all reasonable steps to minimise the number of spectators”. Please try to minimise your time in the assembly area – aim to ‘arrive, orienteer, go home’ basis.

Everyone at the event must exercise social distancing, at least 1.5m, from when they arrive until when they leave. You must obey event organiser instructions to minimise co-mingling of competitors starting in different time slots.

Give way to other participants and members of the public on narrow paths and elsewhere. Do not run or ride in the slipstream of others. You should move away from controls quickly, so that others can punch without breaching the 1.5m rule.

If you are standing or sitting, please ensure others can easily move around without coming within 1.5 metres of you.

Parents who bring small children to the event must ensure their children exercise social distancing, except with family members they live with.

If it is likely to be wet and/or cold, please bring appropriate clothing for before and after the event – you will not be able to huddle together under a shelter.

Face-to-face social activities are not permitted (e.g. post-event group drinks or meals).

Hygiene

You must thoroughly wash your hands:

- when you arrive at and leave an orienteering event or training session;
- before and after visiting the toilet; and
- before and after you compete or train.

Please bring hand sanitiser and, if it is likely you will dirty your hands, water and soap.

Bring your own drink bottles, snacks, towels or other personal gear. Do not share them.

Change clothes at home or at your car. Participants should have a thorough full body shower with soap before and after attending (preferably at home).

Only pick up one map at the start or in the assembly area. Avoid touching other maps in the box. If you require a map case bring your own as none will be supplied at events. Spitting and clearing of nasal/respiratory secretions whilst at an event or training session is strongly discouraged. Cover your mouth and nose with a tissue or sleeve when you cough or sneeze.

Do not touch the SI unit when you are punching at controls.

Contact tracing

To assist contact tracing, all people attending an event or training session must follow organiser instructions in relation to their contact details (including emergency contact details). The organisers may provide your contact details to NSW Health or other health authorities if requested.

The detection of a positive COVID-19 case at an orienteering event or training session will result in a standard public health response, which could include contact tracing and/or quarantine of all participants, and close contacts, for the required period.

ONSW recommends downloading the COVIDSafe app and bring your phone to the event or training session. Carrying your phone whilst competing or training is optional.

Attending events or training sessions after COVID-19 infection

If you have been infected with COVID-19, you must have medical clearance from your doctor before participating in or attending an event or training session. This clearance must state that you no longer pose any infection risk to their community and you are sufficiently recovered to safely participate. An outline of the recommended assessment process following a COVID-19 case is illustrated in Table 2 of “The Australian Institute of Sport (AIS) Framework for Rebooting Sport in a COVID-19 Environment”, May 2020.

Vulnerable individuals

Vulnerable individuals include: para-athletes, people with concurrent medical conditions, individuals over 70 years of age, carers for or a household contact of a vulnerable person, athletes with suboptimal access to medical care (e.g. remote) and Aboriginal and Torres Strait Islander Communities.

Vulnerable people may attend an event or training session, but should do so in a cautious manner.

APPENDIX 1

Extract from Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 4) 2020

Division 3 Community sporting activities

15 Definitions

In this Division —

community sporting activity includes a training session for a community sporting activity.

organiser means —

- (a) for an activity conducted by or on behalf of an entity that is registered under the Associations Incorporation Act 2009, the public officer of the entity, or
- (b) for an activity conducted by or on behalf of an entity other than an entity referred to in paragraph (a), the chief executive officer of the entity, however described, or
- (c) in all other cases, the person who made the arrangements for the activity.

[**ONSW Note:** in the body of this Safety Plan, in line with normal orienteering jargon, the term organiser is used to refer to the head of a team of people organising an orienteering event or training session.]

participant includes —

- (a) a person engaged in the sporting activity, and
- (b) an official involved in the conduct or organisation of the sporting activity, and
- (c) a spectator of the sporting activity.

16 Direction of Minister requiring COVID-19 Safety Plans

The Minister directs that the organiser of a community sporting activity that involves a gathering of more than 20 participants must —

- (a) develop and comply with a COVID-19 Safety Plan that addresses the matters required by the approved COVID-19 safety checklist, and
- (b) keep a copy of the COVID-19 Safety Plan and make it available for inspection by an authorised officer as requested.

17 Direction of Minister concerning maximum number of participants

The Minister directs that the organiser of a community sporting activity must ensure that a gathering for the activity involves no more than 500 participants.

APPENDIX 2

Orienteering NSW's Definition of Districts and Regional Zones

Regional Districts and Zones

ONSW has the following **Regional Districts** outside Greater Sydney based on the areas around where its clubs are located.

- Armidale
- Central Coast
- Coffs Harbour
- Illawarra
- Newcastle
- Orange
- Port Macquarie
- Southern Highlands (Bowral, Mittagong, Moss Vale)
- Wagga Wagga.

Each regional club and its neighbouring regional clubs form a **Regional Zone**.

Greater Sydney

Greater Sydney has five **Districts** for orienteering. These are aligned to the membership of [Sydney's orienteering clubs](#).



Greater Sydney consists of the:

- Sydney Metropolitan Area which is bounded by the Hawkesbury River, Nepean River and the western and/or southern edges of Penrith, Liverpool, Camden, Campbelltown and Sutherland Shire LGAs.
- Wollondilly LGA
- Blue Mountains LGA; and
- the part of Hawkesbury LGA outside the metropolitan area.

The boundaries of local government areas (LGAs) can be found on [National Map](#) – click on Add Data, then National Boundaries.

Orienteering NSW – 3 September 2020

Updated to make the Districts more suited to orienteering, whilst still preserving the essence of the Government's requirements. Changes to the Chief Health Officer's FAQs were also reviewed.