



## **Coronavirus (COVID-19) Policies and Procedures**

### **What is Coronavirus (COVID-19)?**

Coronaviruses are a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases. COVID-19 is a disease caused by a new form of coronavirus. It was first reported in December 2019 in Wuhan City in China.

### **Symptoms of Coronavirus (COVID-19)**

Symptoms of COVID-19 can range from mild illness to pneumonia. Some people will recover easily, and others may get very sick very quickly.

People with coronavirus may experience symptoms such as:

- Fever
- Coughing
- Sore throat
- Shortness of breath

If any children or staff are experiencing any of these symptoms, you must not attend Kelly Sports.



## **How does the virus spread?**

The virus can spread from person to person:

- The most likely way someone will catch the virus is by breathing in micro-droplets a person close to them has released by sneezing, coughing –or just breathing out
- A person can, however, also catch it via the hand-to-face pathway: touching a surface where live virus material is present, then touching their mouth, nose or eyes
- Spread of COVID-19 is highest from people with symptoms
- Spread of COVID-19 before symptoms appear is less common

## **Policy Statement**

Kelly Sports Programmes will ensure measures are put in place to protect children, staff and families from Coronavirus. Kelly Sports will ensure to adhere to the legislation, regulations and restrictions provided to us by the relevant State Government.

## **Procedures**

There are some important steps that Kelly Sports franchisees, managers, coordinators and staff can take to ensure children and staff are safe during our Kelly Sports Programs

### **Kelly Sports programme staff will:**

- ensure that all medical management and risk minimisation (such as asthma management plans) are in place
- ensure relevant medication is available
- follow the health and safety procedures put in place by the School, Kindergarten, Childcare, Community Centre & Events venue
- ensure all staff and children are social distancing as far as practically possible from each other (1.5 metres)
- ensure children wash hands regularly (printed poster to be displayed)



- provide hand sanitiser upon entry and over the course of the day, during session and leaving a Kelly Sports programme
- ensure no parents or visitors enter the holiday program venue or location of activities unless approved by the venue.
- ensure children and staff do not use shared water sources (e.g. bubblers) nor use/drink water from contaminated water ways or tanks
- encourage children to cough into their elbow
- avoid greetings or gestures such as high fives, handshakes or fist bumps (encourage air high fives)
- increase the disinfection of equipment before, during and after activities
- open windows or adjust air conditioning for more ventilation
- limit food handling and sharing of food in the workplace
- wash and disinfect all sports and general equipment after each day
- avoid the implementation of tag games where possible
- avoid mixing with other groups on site.
- complete their 'Infection Control Training' module before returning to Kelly Sports Coaching (COVID-19)

#### **Kelly Sports children will:**

- wash their hands regularly - before and after eating or sessions, after coughing or sneezing, after an activity or game they have participated in
- ensure they are social distancing as far as practically possible from other children, staff and other families
- cough into elbow
- drink water from their own drink bottles - not contaminated water ways
- avoid greetings or gestures such as high fives, handshakes or fist bumps
- avoid sharing food
- not attend Kelly Sports if they are feeling unwell

#### **Kelly Sports parents/guardians will:**

- not bring their children to Kelly Sports if they are experiencing any symptoms of the virus (coughing, fever, sore throat, shortness of breath)
- will not enter the premises at any time during holiday programmes - parents will drop off and collect their child at entrance of programme.
- avoid entering any school premises upon pick up at an after school session - coach will direct children and parents to ensure they get home safely



- avoid contact with Kelly Sports staff, other children and parents/guardians
- provide staff with medical management plans (asthma etc.)
- need to provide a medical certificate for their child upon returning to Kelly Sports if they have been unwell
- All parents will be instructed to remain in their cars on pick-up. Our coaches will walk students to the school gate or nominated meeting point and ensure they are safely dismissed from there.
- Kelly Sports Parents & Guardians to wear face masks unless state government regulations change.

### **Hygiene Requirements**

Everyone must practise good hygiene to protect against infection and prevent the virus spreading.

When you practise good hygiene you:

- cover your coughs and sneezes with your elbow or a tissue
- put used tissues straight into the bin
- wash your hands often with soap and water, including before and after eating/sessions and after going to the toilet
- use alcohol-based hand sanitisers
- 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 sports equipment, mobile phones, keys, wallets and work passes
- increase the amount of fresh air available by opening windows or adjusting air conditioning

If there are further concerns about a child's health:

- seek medical advice or call NURSE-ON-CALL on 1300 60 60 24 for assistance
- call an ambulance on 000 for anyone who is experiencing chest tightness or breathing difficulties