



# COVID-19 Safety Plan - Canteen

Effective 20/02/2021

## Community sporting competitions reopening your Canteen

We've developed this COVID-19 Safety Plan to help create and maintain a safe environment for you, the workers, the volunteers and the visitors.

The health and safety of all players, spectators, volunteers and members is the highest priority. As our venue is planning to reopen the Canteen as restrictions are easing under the COVID-19 roadmap, we are considering if, how and when to operate the canteen or any other food service on site.

This will help reassure our visitors that they can safely participate in activities.

This plan may need to be updated in the future, as restrictions and advice changes.

Our Association must follow the current COVID-19 Public Health Orders and manage the risk to volunteers and other people in accordance with Work Health and Safety laws. For more information and specific advice go to [www.vic.gov.au](http://www.vic.gov.au)

Associations and clubs should have COVID-19 Safety Coordinators in place who should ideally be responsible for the completion, review and upkeep of this document.

ORGANISATION DETAILS	
<b>Organisation name:</b>	Doncaster & Districts Netball Association
<b>Plan completed by:</b>	Tania Lumkin Secretary DDNA

## REQUIREMENTS FOR ASSOCIATIONS

Requirements for our Association and the actions we will undertake upon reopening our Canteen.

## What to Consider

Before reopening, canteens should consider and plan for:

### COVID Safety Plans for the canteen:

- Physical distancing
- Maintain hygiene and frequent cleaning
- Training and education

### Opening Days and Hours:

- Open based on customer demand, For example, opening the canteen in a staged approach starting with game days only and offering a simple takeaway service
- Increase opening times when demand increases and we are confident we can maintain physical distancing measures and continue to implement extra hygiene measures

### Communication:

- Inform the community about how the canteen will operate and ensure consumer confidence, patronage and satisfaction

### Menu Options:

- Reduce menu options temporarily until we are confident about customer demand
- Offer prepacked items (with a longer shelf life or easy to freeze) to reduce wastage if customer volume is lower than normal
- Offer lower risk menu items that require less direct food handling

### Volunteers:

- Reach out to volunteers to assure that they are willing to return or if they need more time
- Be aware that some volunteers may not be comfortable to return. Consider if there are alternative tasks they could complete from home to support your Association
- Enable registration through a QR Code
- Encourage use of COVIDSafe app

# COVID Safety Plan

Businesses, including clubs/venues, need to prepare a COVID Safety Plan to reopen, to protect staff and customers, and follow all other restrictions as directed by the Victorian Government.

On reopening the Canteen, the following canteen measures will be adhered to.

REQUIREMENTS	ACTIONS
<b>Physical Distancing in and around the Canteen</b>	<ul style="list-style-type: none"> <li>- Maintain a strict minimum of 2 square metres per person</li> <li>- Ensure physical distancing by staff and volunteers inside the canteen</li> <li>- Ensure physical distancing is practiced by customers queuing and ordering at the canteen and place tape or stickers on the ground to assist customers</li> </ul>
<b>Hygiene and Cleaning in the Canteen</b>	<ul style="list-style-type: none"> <li>- Ensure that already high standards of cleaning and hygiene practices are in place to be adhered to</li> <li>- Ensure areas visited by staff, volunteers and customers are cleaned regularly</li> <li>- Continuous cleaning of frequently touched areas and surfaces throughout the day, including register, handrailing, counter tops, doorknobs, sinks etc</li> <li>- Disinfect all surfaces that are exposed to respiratory droplets immediately after someone has coughed. Use an appropriate food grade sanitiser</li> <li>- Ensure there are adequate amounts of cleaning products, gloves, sanitisers and wipes for staff, volunteers and customers to use, especially at high risk areas such as service points</li> <li>- Ensure cleaning activities are documented in a cleaning register and sighted by management, where relevant</li> </ul>
<b>Training and Education</b>	<ul style="list-style-type: none"> <li>- Ensure all canteen staff and volunteers understand all canteen practices and procedures, including but not limited to, safety and hygiene practices; using gloves and sanitisers; and physical distancing measures.</li> <li>- <a href="https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/hospitality/hygiene">https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/hospitality/hygiene</a></li> </ul>
<b>Response Planning QR Code COVIDSafe App</b>	<ul style="list-style-type: none"> <li>- Implement a volunteer register to enable the Association to track volunteers who work in the canteen including the date they volunteered and what areas they worked in.</li> <li>- Ensure all volunteers register via the QR Code.</li> <li>- Encourage all volunteers to download the COVIDSafe app, to help keep the community safe from further spread of coronavirus through early notification of possible exposure.</li> </ul>