

COVIDSafe Event Plan- Rock2Ramp Ocean Swim 2021

Section 1: Key Event Information

Registered company / business name	Anglesea Surf Life Saving Club
Trading company / business name	
Business address	100 Great Ocean Road, Anglesea, 3230
ABN	14544659974
Event organiser name and title	Tom Cullen Co-Race Director – Rock2Ramp
Event organiser phone number	5263 1107
Event organiser email	rock2ramp@angleseaslsc.org.au
COVIDSafe coordinator name and contacts (if any)	Matthew Taylor 5263 1107
Liquor license type, number and capacity	N/A

Event Details

Event name	Burson Rock2Ramp Ocean Swim 2021
Event location	Point Roadknight Beach
Date (s) of event	Wednesday 28 December 2021
Duration of the event	9am – 1pm
Event description	The Rock2Ramp Ocean Swim 2021 consists of the Kids Dash which has two events: 200m (7-9yrs) & 300m (10-12yrs). Then there are

	the 600m, 1.2km and 2.5km courses at Point Roadknight Beach in Anglesea.
Timing of key event activities	9am-1pm
Serving of alcohol	Yes – as part of the VIP area only.
Event website	www.rock2ramp.com

Attendance:

Total expected attendees	1500 swimmers and 2000 spectators (partners, parents & guardians)
Expected peak attendees	3500 (however event is staged on a public beach)
Attendee demographic	Families, Recreational Swimmers aged 6-70+
Attendance number from previous years if the event has been held previously	Previous event has been conducted in late December 2019 normally (pre-covid) with 3000 people in attendance.

Venue Details

Venue name	Point Roadnight Beach, Anglesea
Venue contact	Tom Cullen Co-Race Director e. rock2ramp@angleseaslsc.org.au
Venue site size (in square meters)	Approximately 4000sqm
Venue publicly accessible floor (in square metres)	N/A – on public beach
Maximum venue capacity:	N/A
Break down of room / area (in square meters) and capacity:	N/A
Requested maximum number of attendees at the venue	1500 swimmers in addition to spectators.
Venue workers number (excluding vendors, sub-contractors, volunteers)	70 people; 40 in water, 30 on beach/registration/first aid.
Venue vendors, sub-contractors, volunteers number	N/A
Event / venue workers key roles and responsibilities	Water Safety, Registration, Marshalls and First Aid.
Number of entry / exit points	1 main entry, 3 exit points.
Venue access management arrangements	Bunting and signage in place to direct people.

Section 2: Event Site Map



Section 3: Explanation of Event Public Health Risk Controls

Oversight and administration

Events must have an appropriate governance structure that incorporates communication of intent to all event authorities, detail of key people involved in the COVIDSafe Event Plan and key processes to plan and deliver COVIDSafe events.

- How will you ensure general governance arrangements are widely understood by all facilitators of the event?
- How will you monitor the Victorian Government's latest public health advice and incorporate it into your planning?
- How will you ensure that attendees are provided with key public health messages and advice to stay at home if unwell?
- How will you enable clear and detailed record-keeping to facilitate contact tracing?
- How will you assess and mitigate flow on implications to any surrounding local communities?

General Governance

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> • Continually monitor the latest public health advice and modify planning/delivery of event as required. • Communicate to pre-registered attendees of the key public health messages via email, social media and website. • All event entrants will be required to register to be able to participate. This will include name, address and contact details of child and parent/guardian. With a major focus on pre-registration. • All participants who enter and all volunteers must be fully vaccinated. 	Co-Race Directors
During	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. • All event entrants will be required to register to be able to participate. This will include name, address and contact details of child and parent/guardian. • All spectators will be required to register using a QR code when arriving. • Sanitiser stations will be located throughout the event site. • Event marshalls will continually communicate about the need for social distancing and other key public health messages via loud hailer/mega phone. • On registration any attendees presenting with COVID symptoms will be asked to return home. • All high touch points, such as the registration area, will be regularly cleaned. • Instead of starting swimmers in large groups, swimmers will start the race in a rolling way with smaller swimmer groups starting at a time, socially distanced, thus spreading out participants. 	Co-Race Directors
After	<ul style="list-style-type: none"> • Records will be kept post event of all attendees. • Post event correspondence will include public health messaging. • All furniture and infrastructure will be cleaned after the event. 	Co-Race Directors

Communicate Expectations to Event Workers and Attendees

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> Communicate to pre-registered attendees of the key public health messages via email, social media and website. All event volunteers will be briefed prior to the event about expectations. Communication of vaccination requirements. 	Co-Race Directors
During	<ul style="list-style-type: none"> Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. Event marshalls will continually communicate about the need for social distancing and other key public health messages via loud hailer/mega phone and PA system. Screening of vaccination status when participants complete on-day registration. 	Co-Race Directors

Record Keeping to Support Contact Tracing of workers, contractors and patrons

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> All event entrants will be required to register to be able to participate. This will include name, address and contact details of child and parent/guardian. With a major focus on pre-registration. 	Co-Race Directors
During	<ul style="list-style-type: none"> All event entrants will be required to register to be able to participate. This will include name, address and contact details of child and parent/guardian. All spectators will be required to register using a QR code when arriving. 	Co-Race Directors
After	<ul style="list-style-type: none"> Records will be kept post event of all attendees. 	Co-Race Directors

Impact on the Local Community

Timing	Plans / actions	Responsible
Before	Limited as the event is occurring on a public beach which considering the time of the year is busier later in the day, thus the earlier start. People attending the event generally walk from the local holiday house or home or drive to the venue thus reducing the impact on the local community.	Co-Race Directors
During	Limited as the event is occurring on a public beach which considering the time of the year is busier later in the day, thus the earlier start.	Co-Race Directors

Attendee Management

Arrangements must be in place to ensure physical distancing is maintained throughout the event. All workers and attendees must be screened for coronavirus (COVID-19) symptoms before the event, and first aid plans should incorporate the management of suspected coronavirus (COVID-19) cases.

- How will you ensure that physical distancing requirements are maintained during the event, including when alcohol is being consumed?
- What measures will you put in place to screen for coronavirus (COVID-19) symptoms?
- How will you monitor the number of people at the event at any given time?
- How will you incorporate the management of suspected coronavirus (COVID-19) cases in your first aid plans?

Maintain Physical Distancing

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. 	Co-Race Directors

During	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. • Event marshalls will continually communicate about the need for social distancing and other key public health messages via loud hailer/mega phone. 	Co-Race Directors
---------------	---	-------------------

Screening for symptoms of workers, contractors and patrons

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. 	Co-Race Directors
During	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. • As part of the volunteer registration any attendees presenting with COVID symptoms will be asked to return home. • On registration any attendees presenting with COVID symptoms will be asked to return home. 	Co-Race Directors

Entry Points

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. 	Co-Race Directors
During	<ul style="list-style-type: none"> • Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. 	Co-Race Directors

End of event or patron departure for the event

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> Ensure that public health signage is erected in key locations at the event site, particularly at the entry point. 	Co-Race Directors
During	<ul style="list-style-type: none"> Event marshalls will continually communicate about the need for social distancing and other key public health messages via loud hailer/mega phone. 	Co-Race Directors

First Aid / In-Event Health Service Plans

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> Planning of First Aid/Emergency Management which will abide by Life Saving Victoria COVID Standard Operating Procedures. 	First Aid Officer
During	<ul style="list-style-type: none"> A Doctor/Paramedic will be included as part of the First Aid Team on-site in addition to qualified Anglesea SLSC First Aiders. All volunteers will abide Life Saving Victoria COVID Standard Operating Procedures in regard to management and PPE. 	First Aid Officer
After		

Emergency services access

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> The Anglesea Ambulance Station Team Manager has been informed of the event. 	First Aid Officer
During	<ul style="list-style-type: none"> Emergency services will have priority access to the event site should they be required. 	First Aid Officer

Evacuation

Timing	Plans / actions	Responsible
Before	N/A	
During	Should an evacuation of the beach is required, then volunteers will enact the standard operating procedure as per Life Saving Victoria.	Co-Race Directors

Weather

Timing	Plans / actions	Responsible
Before	The weather forecast and water conditions will be monitored with the event to be cancelled should unsafe conditions be forecast.	Co-Race Directors
During	A decision will be made on the morning of the event to ensure that conditions are safe for participants.	Co-Race Directors

Service of Alcohol

Timing	Plans / actions	Responsible
Before	N/A	VIP Area Leader
During	Alcohol will be served in the VIP tent only by responsible personnel. Single use drink containers will be used. Social distancing will encouraged by the VIP Area Leader.	VIP Area Leader

Cleaning and Hygiene

A regular and thorough cleaning schedule must be implemented before, during and after the event with high traffic areas such as toilets and frequently touched objects such as door handles, counters and railings regularly disinfected.

- How will you ensure that adequate provisions are made for handwashing and hand sanitation throughout the event?
- How will you ensure that facilities are readily available throughout the event?
- How will you make sure that frequently touched objects are cleaned regularly?
- How will you make sure shared spaces like bathrooms are cleaned regularly?

Regular and Thorough Cleaning and Disinfection

Timing	Plans / actions	Responsible
Before		
During	<ul style="list-style-type: none"> • All high touch points, such as the registration area, will be regularly cleaned. 	Co-Race Director
After	<ul style="list-style-type: none"> • All furniture and infrastructure will be cleaned after the event. 	Co-Race Director

Hand Sanitiser and Hand Washing Facilities

Timing	Plans / actions	Responsible
Before		
During	<ul style="list-style-type: none"> • Sanitiser stations will be located throughout the event site. 	Co-Race Director

Workers, vendors, volunteers and contractors

Workers, vendors, volunteers and contractors are essential in operating a COVIDSafe event. They must understand and be responsible for their personal distancing and hygiene practices, and support attendees to behave in a COVIDSafe manner. To enable this, they must undergo appropriate coronavirus (COVID-19) training and have access to suitable personal protective equipment.

- How will you ensure that workers have access to appropriate personal protective equipment, and they receive training in its use? (see <https://www.dhhs.vic.gov.au/infection-prevention-control-resources-covid-19> for further information).
- How will you monitor the wellbeing of workers during the event?
- How will you ensure adequate physical distancing is maintained between workers and attendees?
- How will you make sure staff have undergone training on COVIDSafe Event Plan requirements for your event/venue?

Event organisers and general event workers

Timing	Plans / actions	Responsible
Before	<p>All event staff are volunteers, including organisers are to be fully vaccinated.</p> <p>All event staff will be briefed prior to the event on their roles and responsibilities.</p> <p>All will be provided with hand sanitiser and face masks and shown how to use these. Staff will be required to wear a mask if they are unable to ensure social distancing.</p>	Co-Race Directors
During	<p>Registration area:</p> <ul style="list-style-type: none"> • For the registration area spacing between staff and participants will be increased to ensure that there is at least 1.5m distance between the two, with each staff member at least 1.5m away from one another. • Registration staff will be required to wear a mask at all times. • Card payments will be strongly recommended instead of cash. With pre-entries (online) prior to the event incentivised. • The high touch surfaces will be regularly disinfected and cleaned. 	Co-Race Directors

	<p>Marshalling:</p> <ul style="list-style-type: none"> Marshalls will be required to wear a mask if social distancing is not possible. <p>Start/Finish areas:</p> <ul style="list-style-type: none"> Officials on the start/finish lines will be required to wear a mask if social distancing is not possible. Only the children (participants) will be allowed to be in the start/finish areas. Numbers will be managed in these areas with a maximum of 50 children per wave to allow for social distancing to occur. <p>First Aid:</p> <ul style="list-style-type: none"> All volunteers will abide by Life Saving Victoria's COVIDSafe Standard Operating Procedures in regard to management and PPE. 	
--	--	--

Food and catering workers

Timing	Plans / actions	Responsible
Before		
During	<ul style="list-style-type: none"> The BBQ area will operate under Life Saving Victoria's COVID Safe BBQ Checklist. For the catering area spacing between staff and participants will be increased to ensure that there is at least 1.5m distance between the two, with each staff member at least 1.5m away from one another. Catering staff will be required to wear a mask at all times. Card payments will be strongly recommended instead of cash. The high touch surfaces will be regularly disinfected and cleaned. 	

Volunteers

Timing	Plans / actions	Responsible
Before	N/A – same as event workers	
During	N/A – same as event workers	
After	N/A – same as event workers	