



PLANNING FOR SUMMER ATHLETICS AT COVID LEVEL 2



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Hygiene & Sanitation



Contact tracing



Gatherings Restrictions

The advice prepared in this document should be read in conjunction with the Athletics New Zealand COVID-19 Safety Guidelines. It is designed to support club leaders and delegates plan for delivering a summer athletics programme at Alert Level 2, following the public health measures in place by the New Zealand Government. For further advice, please contact [Hamish Meacham](#).



HYGIENE & SANITATION

Surfaces and equipment should be regularly cleaned and disinfected where practicable. Shared equipment such as hurdles, throwing implements, cones or measuring equipment, should be cleaned and dried before and after club nights, plus in between use by people from different gatherings. Equipment does not need to be cleaned after being used by people in the same gathering, but each person should ensure they wash their hands with soap and water thoroughly before and after each activity. If this is not possible, hand sanitizer (containing at least 60% alcohol) should be provided as an acceptable alternative.

To stay on top of this, you can:



Communicate handwashing guidance to all members and visitors. The key message is that people need to wash their hands with soap and water and thoroughly dry them before and after activities.



Put up a variety of the [government COVID-19 hygiene posters](#) in shared facilities to remind people to wash their hands.



Make sure bathrooms are always stocked with soap and paper towels.



Provide hand sanitiser (containing at least 60% alcohol). Consider placing it at the entrance/exit and next to any shared equipment.



CONTACT TRACING

It is mandatory for any business or service to display a QR code for the NZ COVID Tracer app prominently at the main entry point of your building or facility. Further information on the QR code and how to get one can be found [here](#). You must also keep a record of and retain the contact details of all people involved in or attending your activity. These records must be kept for up to 2 months before disposing.

If your club leases or hires your athletics facility, check with the facility owner or manager if a QR code has already been created, otherwise you will need to organise one. Share this information with their members and encourage them to scan in on arrival.



GATHERINGS RESTRICTIONS



Community sports are limited to groups of 50 for indoor activities, and groups of 100 for outdoor activities in a defined space. The limit includes all athletes, officials, volunteers and spectators. However, an outdoor sports field or venue can have multiple defined spaces by keeping people in groups of 100 and keeping groups separate either through consistent 2-metre physical distancing when outdoors or with barriers.

While you may need to make some changes from how you regularly do things, it is possible, safe, and endorsed, to run a club night under Alert Level 2 conditions, with a gathering limit of 100.

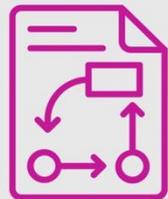
STEP-BY-STEP GUIDE

Here is a step by step guide to make the adjustments required to ensure your club can continue to be a vibrant effective operation at Alert Level 2.

1



CREATE A PLAN



CREATE A PLAN



2

GATHER YOUR WORKFORCE



Hygiene and sanitation protocols



Contact tracing systems



How the club will manage its attendance numbers



Adjustments to the club night programme



Communication plan for COVID updates

3



COMMUNICATE YOUR PLAN



COMMUNICATE YOUR PLAN

It is understandable that many of your members will feel anxious about taking part in club activities under Alert Level 2. A basic communication plan will help to ease that anxiety and give your members confidence and assurance that it is safe to participate in your club environment.

Some key tips for communication include:



- Have someone take responsibility for documenting the plan you have in place for your club.
- Send an email out to members from your mailing list advising them of the plan.
- Post some brief details of the plan on social media.
- Be sure to clearly outline the plan before any activity begins, within your opening address at the activity.



GATHER YOUR WORKFORCE



Clearly identify and document who is in charge of what. Make a call for additional help on club night as there will likely be additional roles that you will need to cover. This is a great opportunity for the club to identify and engage new volunteers.



IMPLEMENT YOUR PLAN

Have one individual responsible for the plan and its execution and ensure that individual is supported by others to lead specific tasks.



PRACTICAL IDEAS FOR CLUB NIGHTS

The following are a few practical ideas for you to consider in running your club night under a gathering restriction of 100, (for outdoor activities). The ideas that will work for your club will depend on a number of factors, such as the size of your club, the type of activities you run on a club night, and the number the number of volunteers you can access.

- Split your club programme into age groups, then divide the space available at your venue into zones. Allocate each age group to a zone, then stagger the timing of your programme so that the different groups will arrive and leave the venue at different times. Timing of the programme is important to ensure there will not be a big congregation of people in the carpark. You might also have to be creative with your programme using the space available.

For example:

Group	Zone	Start time	Finish time
A Under 7's	Inner field and high jump area	5.30pm	6.15pm
B 7 to 10 year olds	Back straight and shot put area	6.00pm	7.00pm
C 11 to 14 year olds	Front straight and high jump aera	6.30pm	7.30pm

#1 SPLITTING YOUR CLUB PROGRAMME

- You will need to take into consideration volunteer, officials, parent and guardian numbers, and whether or not you will include them into your athlete gathering total or if there is space for them in a separate zone.

Zones will need to be clearly marked with bright cones or taped off if possible. Gatherings should not cross over zones unless the group has finished using that zone. Groups should also exit the facility as soon as their programme has finished to avoid potential crossovers.

#2 LIMIT THE NUMBER OF ADULTS THAT CAN ACCOMPANY A CHILD

It is quite common for multiple parents and members of a whanau to accompany children to club activities and events. However, it might be prudent to place a 1 child:1 caregiver recommendation whilst operating under Alert Level 2. For some smaller clubs, this might be enough to keep you comfortably under the 100-person limit.

#3 SPLIT YOUR CLUB NIGHT ACROSS MULTIPLE NIGHTS

Depending on the availability of your venue, you may be able to secure a second night for club activities. This could be an easy way to 'split' your group and allow everyone to still enjoy athletics.

- If you are still struggling with how to effectively run a club night after having considered the above, think about how you might simplify your club night programme to make it easier to manage for your volunteers.
- Under the below scenario, the club is split into three groups, and rotates every 20 minutes:

Station	Description
Throwing Activity	This station could include dodgeball, throwing force back, a casual game of touch rugby, or a scoring game based on throwing accuracy.
Running Races	A series of races, done in quick succession. Start with the shortest distance, and then move up.
Jumps and obstacle relay	The possibilities are endless with a jump and obstacle relay. The kids will appreciate the fun team aspect of this game.

The Athletics NZ Run Jump Throw manual has dozens of variations of fun games and activities for young athletes.

#4 SIMPLIFY YOUR CLUB NIGHT PROGRAMME

#5

**PRE-REGISTRATION
FOR CLUB NIGHTS**

- Clubs can set up their own events within the Athletics NZ ClubNet system. This would allow you to know beforehand exactly what athletes will be attending a club event. Further advice on this feature can be found [here](#). For general information ClubNet and its uses, please contact membership@athletics.org.nz

