

**> BE COVID SAFE.
HELP NSW STAY IN BUSINESS.**



Your COVID-19 Safety Plan

Major recreation facilities

Business details

Business name	Macarthur Motorcycle District Motorcycle Sportsmen
Business location (town, suburb or postcode)	Brian Road Appin 2560
Select your business type	
Major recreation facilities	
Completed by	Paul Dow
Email address	info@mdmcs.com.au
Effective date	11 September 2021
Date completed	29 September 2021

Wellbeing of staff and customers

Exclude people who are unwell from the premises.

Agree

Yes

Tell us how you will do this

All staff have been instructed to stay at home if unwell. For club members this is advertised on the club web and social media sites and is also posted at the front gate via an electronic advertising board and posted at the venue gate house.

Provide staff with information and training on COVID-19, including when to get tested, physical distancing, wearing masks and cleaning.

Agree

Yes

Tell us how you will do this

All staff have been briefed by the venue manager on this requirements.

Display conditions of entry including requirements to stay away if unwell and record keeping.

Agree

Yes

Tell us how you will do this

Public notices on web and social media sites. The club uses the services NSW Government QR code. Club members are also required to sign in with their club membership before entering the facility.

Other types of venues or facilities within the premises must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the main premises on the relevant day, additional collection of contact details via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured where these sub-premises are gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

There are no other sub premises on the venue.

Encourage staff to access COVID-19 vaccination.

Agree

Yes

Tell us how you will do this

All staff have been vaccinated.

Review the 'COVID-19 safety guidance for large events' available on nsw.gov.au and consider which risks and mitigation measures are relevant to your event before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

The venue will be limiting to only 200 riders per day.

Physical distancing

Capacity at a major recreation facility must not exceed the lesser of 1 person per 4 square metres in the premises, or 5000 persons.

Agree

Yes

Tell us how you will do this

The facility has in excess of 50,000 square metres of car parking area, which is where club members are located when not riding on the designated tracks. Limiting to 200 riders be day provides over 250 square metres per person.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing**
- **between seated groups**
- **between staff.**

Agree

Yes

Tell us how you will do this

The club has roving marshals patrolling the venue ensuring physical distancing is being carried out. This requirement is also posted on the club web and social media sites. The only queuing point is at the gate house for signing into the venue, all club members can and are to remain in the vehicle during when signing into the venue.

Avoid congestion of people in specific areas where possible.

Consider zoning of areas for large events, such as by using alternate sections and access corridors.

Agree

Yes

Tell us how you will do this

The venue is a large outdoor area.

Have strategies in place to manage gatherings that may occur immediately outside the premises.

Agree

Yes

Tell us how you will do this

The venue can only be accessed by road. No gatherings outside the venue can occur.

Singing and dancing by audiences is not allowed in indoor areas.

Patrons can only consume alcohol when seated in indoor areas.

Agree

Yes

Tell us how you will do this

No indoor facilities are accessible for patrons (except for the toilet areas). Alcohol consumption on the venue is prohibited.

Where practical:

- **encourage private transport options to minimise crowding on public transport**
- **coordinate with public transport to minimise COVID-19 risks associated with transportation to and from the venue if crowding may occur.**

Agree

Yes

Tell us how you will do this

The venue can only be accessed by private transport.

Ventilation

Review the 'COVID-19 guidance on ventilation' available on [nsw.gov.au](https://www.nsw.gov.au) and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

The venue is a large outdoor area. The Toilet areas are well ventilated by natural air.

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

The venue is a large outdoor area.

In indoor areas, increase natural ventilation by opening windows and doors where possible.

Agree

Yes

Tell us how you will do this

The venue is a large outdoor area.

In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).

Agree

Yes

Tell us how you will do this

The venue is a large outdoor area. The Toilet areas are well ventilated by natural air.

Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).

Agree

Yes

Tell us how you will do this

No requirement. The venue is a large outdoor area.

Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.

Agree

Yes

Tell us how you will do this

No requirement. The venue is a large outdoor area.

Hygiene and cleaning

Face masks must be worn by staff and customers in indoor areas, unless exempt.

Agree

Yes

Tell us how you will do this

Staff are to wear masks when engaging with club members at the gate house and around the venue. Club members are to wear masks when engaging the staff at the gate house.

Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.

Agree

Yes

Tell us how you will do this

Hand sanitizer is provided at the front gate house and the toilet areas.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.

Agree

Yes

Tell us how you will do this

Hand soap and paper towels are provided at the toilet areas, with the staff regularly checking stock levels throughout the day.

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day.

Agree

Yes

Tell us how you will do this

The toilet areas are cleaned and disinfected daily when the venue is open to the public.

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, customers and contractors.

Note: QR code check-in is not required for people staying overnight who have checked in with reception, or for residents.

Agree

Yes

Tell us how you will do this

The club uses the NSW Government QR code system. Club members are also required to check in with their club membership details prior to entering the venue.

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the premises.

Agree

Yes

Tell us how you will do this

All riders are required to check into the venue with their club membership, at this stage staff will confirm if the patrons have checked in with the NSW Government QR code.

If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, customers and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

A separate notepad is used for this purpose. The venue manager manages this record.

I agree to keep a copy of this COVID-19 Safety Plan at the business premises

Yes