

COVID-19 Safety Plan for the

ALL EVENTS HELD ON DOGS ACT GROUNDS

GENERAL INFORMATION		
EVENT TITLE		
EVENT TYPE:		
EXPECTED NUMBER OF PARTICIPANTS: Up to ? attendees (includes judges, stewards, club officials & exhibitors)	REGISTRATION/ENTRY METHOD: Online Entry System ie Show Manager/Easy Dog/OzEntries	
VENUE: Upper Dog Rings EPIC	Size (m ²): 1577.73	Occupancy: Not more than 20 Exhibitors at any one time per ring Max Occupancy: Up to 100 persons including Exhibitors & Officials
VENUE: Amenities – toilet block located near Dogs ACT office	Size (m ²): 99.41	Max Occupancy: 8-5 male cubicles & 5 female cubicles 1 Disabled access toilet. *EPIC to provide signage

SHOW COMMITTEE MEMBERS			
NAME	POSITION	PHONE	EMAIL
HYGIENE MARSHAL: TBC if required		Phone:	

CONDUCT OF EVENT/S
<p>General description of how the event will take place -including modifications if any to assist with minimising risk: For example -</p> <p>Show 1 commencing at (complete for event) – Ring X will have a dedicated/signed entrance & exit. Show 2 commencing at (complete for event) – Ring Y will have a dedicated/signed entrance & exit.</p> <p>Exhibitors will enter the ring area via the entrance & depart via a separate exit.</p> <p>Signage will be placed on ring railings to remind exhibitors congregating on walkways is not allowed</p> <p>The wearing of masks will be encouraged.</p> <p>Exhibitors will mouth their own dogs.</p> <p>If required, the Club will appoint a designated COVID Safe Marshall who will be responsible for ensuring people are social distancing & not congregating inappropriately.</p> <p>Sanitiser will be available for use by officials & exhibitors; surfaces, door handles etc will be regularly wiped down with disinfectant.</p> <p>Online entries will be via (complete online provider) & will require acceptance of terms laid out in the COVID 19 page to enable attendee tracking.</p>

The (**Online computer system**) flags COVID Hot spots & the system will not accept the entries from those postcodes

Entries will not be accepted from any current “Hot Spot” as indicated by ACT Government advice at the time of the event – source <https://www.covid19.act.gov.au>

Attendees will be encouraged to have downloaded the “Check In CBR” app & comply with all ACT Health requirements.

All persons who are not Officials or Exhibitors must register their attendance at the Office.

Lapel card numbers will be emailed to the exhibitor but can be picked up on the day. It shall be the exhibitor’s responsibility to print their own exhibit numbers.

Club Officials will have access to the Show Attendees Registration list. (Show Manager provides this listing & any additional attendees registered with the Secretary on the day).

The exhibitor will be responsible for adhering to physical distancing requirements when in the ring with other exhibitors & exhibits.

Judges & Stewards are to be reminded of maximum numbers allowable in each ring at start of day.

Information to be included at time of entry to assist with minimising risk:

(**Online computer provider**) will be receiving entries & have a COVID-19 page that is activated for the event/s. The exhibitor can create their entries normally however before they pay they are presented with the COVID-19 page. The COVID-19 page can have any custom Terms & Conditions that are required & it can also link to any additional documents that may be required for exhibitors to read or download.

The COVID-19 page also has an attendee tracking system. The Exhibitor needs to add all the attendee information for anyone that is going to the show. The system will not use the owner or user information. Car registrations of attendees is required at time of entering the event.

In the system the attendee information for workers, (Judges, stewards, officials) can be added.

Exhibitors should be able to update their attendees at any time from their online entry page.

Club officials will be able to view & print all attendee contact information grouped by Car Rego, Name or Controlling body membership number. ‘Workers/officials’ can be entered into the attendees for inclusion on the attendance reports.

(**Online computer provider**) will not accept entries from ‘Hot Spots’ & will advise potential attendees:

- You must NOT attend this show if you have visited any of the current “Hot Spots” as per ACT Government advice at <https://www.covid19.act.gov.au>
- Ensure you bring sufficient equipment to show & care for yourself & your dog/s so that you do not need to share equipment
- Please consider downloading the Covid Safe App prior to attending this event
- Participants will be encouraged to wear a mask.

How will you limit and/or monitor the number of “Spectators”?

Spectators will not be encouraged at this event/s.

The general public will not be invited. Signage will indicate that this is a private event.

Entry for Attendees will be through gates located at the car park off Old Well Station road & parking will be in the area behind the Dogs ACT office. Entry to the grounds will be via two gates in this area.

What measures will be taken to reduce the risk of participants from current listed “Hot Spots” from attending the activity?

Whilst entry will be open to exhibitors from all States, **NO** entries will be accepted from those with Hot Spot postcodes. The (**online provider**) system will keep on top of the Hot Spots & if necessary will offer refunds to those that may be excluded.

HYGEINE

How will information be disseminated to participants in relation to social distancing & hygiene practices & principles?

Signs will be placed around the ring entry & exits & Office building as per the current ACT Government recommendations at the time of the event/s.

What cleaning procedures & timings for common areas & amenities will be undertaken?

Club officials/members will regularly:

- . maintain hygienic conditions in the restrooms ie: clean surfaces in common areas - stall handles (front and back); taps, basins, cisterns & floor
- . wipe down show ring railings & show judging table with disinfectant wipes/spray

Exhibitors will be requested to maintain appropriate hygiene & physical distancing when visiting restrooms. Signage will clearly indicate maximum number of people allowed in the restroom at any one time.

Club officials will maintain a log of the time each clean is undertaken

Sharing of equipment will be discouraged.

Attendees will be encouraged to sanitise their hands & keep the recommended 1.5 metres from each other. Sanitiser will be available ringside, in the restrooms & at the Secretary's desk.

Pertinent information will be included in the Show advertising schedule as well as a requirement to read & accept before show entries are accepted.

How will you encourage participants to practice social distance & general hygiene?

Signage will be posted prominently throughout the activity site.

Regular announcements will be made.

Club officials & COVID Safe Marshalls (if required) will not allow people to congregate in walkways or in entry/exit points. This is stipulated in signage & regular announcements.

No person shall encroach on the Steward's safety zone (1.5 metres)

Hand sanitizer will be available at the ring & the Secretary's desk but exhibitors should bring their own.

Wearing of masks will be encouraged.

VENDORS

Do you intend on allowing vendors to attend this activity and if so, will you request a safety plan from them?

NO

*NB: All vendors allowed at this event will be advised they **MUST** comply with all distancing & disinfecting ACT Health Regulations*

INCIDENT MANAGEMENT

If contract tracing is required how will you collect it for ACT Health authorities?

Contact tracing will be done through our online entry provider (*name of provider*). It will collect details of all attendees.

There will also be a paper trail for collecting details of people such as judges, steward and officials.

Dogs ACT Use:

Date Application Submitted:
Application reviewed by:
Comments:
Approved Date:

Sample Announcement for ALL Events

Show attendees are reminded that this show is operating within COVID Safe Restrictions & as such we ask that you please adhere to the conditions of entry for these shows.

You will notice our COVID Safe Marshall wearing high visibility vest who is here to monitor & ensure that everyone abides by the agreed safe practices for this event. (if required)

Please do not congregate in walkways, entrances & exits to all rings.

Please remember to Social Distance & remain 1.5 metres from others when moving around the show.

We also encourage you to regularly sanitise your hands. There is hand sanitiser available at each ring & at the Office.

Any person not adhering to the agreed entry conditions will be asked to leave the building/grounds immediately.

We encourage you to wear a mask while exhibiting your dog.