

ACT Companion Dog Club Inc

Work, Health & Safety – COVID-19 Safety Plan – Return to Training

1. Introduction

The ACT Companion Dog Club's (Club) obligations under the *Work Health and Safety Act 2011* and the Club's Work, Health and Safety Policy, requires the Club to maintain a level of risk management in general. With the current pandemic the Club must have arrangements in place to help prevent the spread of COVID-19 among members. The safety of our members is paramount.

The purpose of this COVID-19 Safety Plan (**Plan**) is to provide an overarching plan for the implementation and management of actions and processes to enable a staged return to club and training activities while supporting members.

At all times the Plan is subject to all regulations, guidelines and directions of government and public health authorities.

Under the first phase of COVID-19 the Club was required to suspend all training activities to support the safety of the community and to help stop or minimise the spread of the pandemic. The pandemic is still current and as government restrictions are eased it is essential for anyone using the Club grounds to be careful and take precautions.

2. Responsibilities

Main Committee

The Main Committee (MC) retains the overall responsibility for:

- Approving the Plan and overseeing the effective management and implementation of the return to training activities.
- Revising the Plan as required, to reflect up to date information from government and public health officials.

The Club must remain flexible and readily able to respond to the changing circumstances of the pandemic. At every stage of the return to training activities the Main Committee must consider and apply all applicable Commonwealth and Territory Government restrictions and regulations.

The MC has appointed the following persons as the Club's COVID-19 Safety Coordinator and Deputy COVID-19 Safety Coordinator to manage the Plan and to act as a point of contact for information relating to this Plan:

COVID-19 Safety Coordinator	
Name	Anne Robertson – Acting President
Contact Email	contact@actcdc.org.au

Contact Number	0427 179 076
Deputy COVID-19 Safety Coordinator	
Name	Lesley Pothan
Contact Email	contact@actcdc.org.au
Contact Number	0421 041 032

Sub-committees

Each Sub-Committee is responsible for:

- The implementation of the Plan in their specific activity,
- Acting in accordance with the Plan,
- Ensuring supplies of PPE are available for their activity in consultation with the Shop Manager, and
- Providing feedback to the MC on the Plan’s effectiveness as part of normal reporting to monthly Committee meetings and on an ad hoc basis as required.

Shop Manager

The Shop Manager is responsible for:

- Purchasing Personal Protective Equipment (PPE) approved by the MC.
- Ensuring stocks of PPE are available at all times through regular stock-takes.

3. Duty of Care

Under current Work Health and Safety (WHS) legislation the Club has a duty to take care of the health, safety and welfare of its members by eliminating or minimising the risk of exposure to COVID-19 as far as is reasonably practicable.

Club members may self-identify with at risk groups (<https://www.covid19.act.gov.au/protecting-yourself-and-others/at-risk-groups>) and any Club member (including Instructors) wishing to defer their return to training because they feel at risk will be respected by the Club.

If any Club Official (Committee or Sub-committee member, Instructor, Session Manager or Office Manager) is informed of any Club member (including any Club Official) being directed to self-isolate or awaiting test results then the Safety Coordinator (if available) or the Deputy Safety Coordinator is to be notified. The Safety Coordinator in consultation with the MC will determine if increased risk management is needed or compliance with contact tracing be required.

Incident Management

In the event of a COVID-19 positive test result for a member, the Club may be required to support contact tracing by providing details of attendance records and groups that may be impacted. The Club's privacy practices will be followed when managing personal health information.

4. Consultation

The Main Committee is committed to consulting with all Sub-committee members, Instructors and Workers, and sharing information and decisions on how the Club will manage health and safety matters relating to COVID-19 during the transition back to all training activities.

5. Communication

The Club will use existing channels of communication to share the Plan to the broader Club community. This Plan or subsequent versions will be published on the Club's website with links from the Club's Face Book account.

A one page poster outlining high level requirements will be placed on Club Notice Boards.

6. Expectation of Club Members

The Club expects all Main and Sub-committee members, Life Members, Honorary Instructors, Instructors, Workers and Ordinary Members to:

- Comply with the health directions of government and public health authorities as issued from time to time.
- Act in accordance with this Plan as amended from time to time.
- Comply with any precautionary measures implemented by the Club.
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms.
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.

7. Return to Training – a staged return

Training cannot resume until this Plan is agreed and approved by the Main Committee. As this will be a staged return to training, each stage will be approved by the MC prior to implementation. Each stage must allow for a roll-back based on changes to government directions.

8. Stage 1 (Approved 7 June 2020)

Stage 1 will cover the period from 6 June to 19 July 2020 and include classes in Agility, Flyball and Obedience Trialling/Rally Obedience.

In this first stage of resuming training the principle of **"Get in, Train, Get Out"** will apply.

Agility

Week	Attendees	Date & Time	Details
1	Agility Sub-committee (ASC) members	Tuesday 9 June 6:45pm	Intention is to ensure Club and Agility protocols are practical and manageable
2	ASC members, Agility Instructors and Trainee Instructors,	Tuesday 16 June 6:45pm	Ensure all Instructors understand and appreciate Club and Agility protocols
3 -7	Participants must register with the class manager before attending.	Probable resumption of normal classes	Information will be sent through the usual Agility communication channels.

Flyball

Week	Attendees	Date & Time	Details
1	Instructors Senior Handlers	Sunday 13 June 12:15pm	Intention is to ensure Club and Flyball protocols are practical and manageable
2	Instructors Senior and Intermediate handlers	Sunday 20 June 12:15pm	Ensure all Instructors and handlers understand and appreciate Club and Flyball protocols
3 And for the rest of the term	Instructors Senior and Intermediate handlers Other Flyballers by invitation	Sunday 27 June 12:15pm	

Obedience Trialling/Rally-O

From 6 June onwards, Obedience Trialling and Rally Obedience Committee members and Instructors will attend sessions in order to practice some course set-ups and syllabus exercises in preparation for returning to classes in Term 3.

During Stage 1

- The Office arrangements will not change. The Office Manager will have limited face-to -face contact. Prospective and existing Club members are requested to conduct business via email and phone.
- The Shop will remain closed.

- Members may continue to use the grounds to exercise their dogs but only when there are no formal classes being conducted. These rules may be eased if government restrictions on numbers are eased, and in that event members will be able to use the grounds when classes are being held. Updated questions and answers on COVID-19 arrangements for the Club can be found on the Club's Website <https://www.actcdc.org.au/covid-19actcdc.html> .

Hygiene

In accordance with the respective Commonwealth and Territory restrictions and regulations it is expected that all members (including Instructors) returning to training will practice good hygiene including:

- Washing your hands regularly for 20 to 30 seconds.
- Using a hand sanitiser with at least 60% alcohol if soap and water is not available.
- Using soap and water if your hands are visibly soiled (the disabled toilets are not locked and can be used for this requirement).
- Avoiding touching your eyes, nose and mouth.
- Covering your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Disposing of used tissues into a bin immediately and washing your hands afterwards.
- Using hand sanitiser noting it does not replace washing your hands after using the bathroom.
- Using disposable or single person use gloves if you are concerned for your health or where a Club official advises you to do so. Single use gloves must be disposed of/managed appropriately.

Physical Distancing

It is expected that all members (including Instructors) returning to training will follow these protective measures:

- Maintain a physical distance of 1.5m from other members (one member per 4 square metres) and not congregate around gates, fences and doors.
- Avoid physical contact with other Club members during training.
- Restrict unnecessary handling of other people's dogs.
- Stay at home if you are sick or have symptoms, and leave the Club grounds if feeling unwell.
- Leave the Club grounds if requested to do so by a Club Official.

Managing Equipment in Training Classes

Personal Training Equipment

Personal training equipment such as mats, crates, leads, toys are the responsibility of the owner and should only be handled by the owner.

Personal Protective Equipment (PPE)

The following PPE will be provided by the Club and be available in all buildings:

- Hand sanitiser – FeverMates Hand Sanitiser Gel + Vitamin Enriched
- Disposable gloves - Nitrile black powder free, Medium and large
- Disinfectant wipes for equipment/furniture
- Disinfectant – F10 Sc Veterinary Disinfectant – dilution rate of 1:500 which equates to the recommended dilution rate for general disinfection of hard surfaces. To be used when cleaning equipment.
- Disinfectant – Clean Plus Chemicals Disinfectant – Hospital Grade for general disinfection of hard surfaces.
- Extra bins for glove disposal

Club Equipment

- To minimise risk, a limit will be placed on the number of people handling equipment to as few people as is practicable for each activity.
- Before handling equipment whether to set-up or take-down, handlers must use hand sanitiser provided or thoroughly wash hands. Handlers may use disposable gloves for additional protection but must dispose of the gloves in a bin immediately they are removed.
- Club equipment requiring cleaning after classes will include chairs, trolley handles and other items that are handled frequently.

Managing Training Classes

- Classes and participants must be organised prior to the class by the relevant sub-committee, members are not able to just turn up to the class.
- Class attendance lists (including handlers full name and contact number) are to be available to Instructors for marking off attendees. Pens will be available for use, however, some instructors may prefer to bring their own pen.
- Attendance lists are to remain at the club (these will be required for any tracing)
- A ratio of 1 dog:1 handler will be applied with the exception of supervising adults and carers. Non-participants or observers will not be permitted to attend training sessions.
- A maximum of 15 people per class including Instructors must be maintained.

Instructors will be required to:

- Set up or direct the set up of equipment needed for the class maintaining where possible a physical distance of 1.5 metres.
- Mark off attendees on attendance lists.
- Ensure PPE is available in each class.
- Manage the removal and storage of equipment at the end of training.

Additional Requirements for Agility training classes

- Maximum of 4 handlers allowed in the shed at any one time, and to maintain minimal distance requirements.
- Entry/exit through the big doors when carrying equipment, and use the small door when not moving equipment.
- Dogs are to be tethered or crated away from the shed to prevent over-crowding.
- Only 2 people to sit on the green seat outside the shed. Instructor has priority. If handlers wish to sit during class they should bring their own chair.
- Spray tunnel trolley handles and mallet handles after class and before leaving the shed using disinfectant provided.

Private Training - Agility

Private agility training for Instructors and agility handlers will be permitted after week 1 of the Agility return to training schedule, once protocols have been confirmed and Instructors given the go-ahead.

Private agility training will be allowed subject to the following understanding:

- That each training group will be kept to a maximum of 3 handlers in the one ring.
- All participants understand and agree to abide by the Club's COVID-19 Safety protocols regarding hygiene, physical distancing and handling of equipment as outlined in this Plan.
- The Agility Instructor who opens the shed will record the day, time and participating members in an Attendance book to allow contact tracing if necessary.

Additional Requirements for Flyball training classes

- Maximum of one handler allowed in the workshop at any one time to remove and return flyball equipment trolleys for set-up and put away.
- Trolleys and equipment to be colour coded for easy identification for set-up and put away; one colour, one person.
- Set up of two running lanes for training purposes, with at least 2 metres separation.
- Individual skill training stations to be separated by 4 metres outside the running lanes.
- Dogs to be crated outside the flyball training paddock when not training, at least 1.5 metres apart.
- Handlers will keep their personal training equipment with their chairs placed next to their crates maintaining the required physical distancing of 1.5m distance.
- One person will be nominated to perform the Box Loader and Ball Shagger role minimising the number of people touching the balls. This person may choose to wear gloves.
- All training balls to be washed with soap and water after every training session.
- Handlers will be asked to not congregate and to maintain physical distancing requirements when moving to and from Flyball sessions.
- The Australian Flyball Association (Membership Update Notice – Issued 2nd June 2020) requires notification of any known contact between a participant of flyball training and a person in isolation. This will be managed through the Club's COVID-19 Safety Coordinator.

Additional Requirements for Obedience Trialling classes

- Maximum of 1 handler in the shipping container at any one time to remove or return equipment.
- Attendance Register will be kept in the shipping container for Instructors to notate attendees in any training session.

Additional Requirements for Rally-Obedience classes

- Maximum of 1 handler in the shipping container at any one time to remove or return equipment.
- Attendance Register will be kept in the shipping container for Instructors to notate attendees in any training session.
- Setting up and packing up a course will be restricted to 1-2 persons.

9. Stage 1a (Approved DD/MM/2020)

Stage 1a will cover the period from 20 June to 19 July 2020.

From 12 noon Friday 19 June, in line with Step 2.2 of Canberra's Recovery Plan restrictions have eased to allow for community sport to take place with a maximum of 100 people (including staff, trainers and spectators) per indoor or outdoor space, or one person per 4 square metres, whichever is lesser.

This easing of restrictions now allows for the Club to hold multiple classes on the grounds at the same time as long as physical distancing is able to be maintained.

The following updated protocols will apply from Saturday 20 June to 19 July 2020.

Grounds Use

Members may continue to use the grounds to exercise their dogs. Restrictions will apply in Stage 2 with the resumption of Behaviour Training Classes.

Agility

Agility will be conducting an additional class on Sundays at 12.15pm - this is at the same time as Flyball classes are scheduled.

Private Training - Agility

Private training or Agility is permitted so long as handlers adhere to CDC protocols outlined in this Plan.

Obedience/Rally Obedience

A maximum of 2 handlers are permitted in the shipping container at any one time to remove or return equipment.

All other requirements of Stage 1 remain in place.

Updated questions and answers on COVID-19 arrangements for the Club can be found on the Club's Website <https://www.actcdc.org.au/covid-19actcdc.html> .

10. Stage 2 (Approved DD/MM/ 2020)

Stage 2 will cover the period from 20 July to 25 September 2020 and in this period all Club training activities will resume. Non-training activities such as Dogs as Therapy will not resume under Stage 2 of the Plan.

In this second stage of resuming training the principle of “**Get in, Train, Get Out**” will continue to apply.

Updated questions and answers on COVID-19 arrangements for the Club can be found on the Club’s Website <https://www.actcdc.org.au/covid-19actcdc.html> .

The Office

- The Office Manager will continue to conduct business via email and phone with limited face-to-face contact.
- A maximum of 3 people (including the Office Manager) to be in the Office at any one time.

The Shop

- The Shop will remain closed to members for food and drinks.
- Training equipment such as kongs, harnesses and leads will be available for purchase when Behaviour Training classes have resumed.
- Instructors may organise their own beverages in the kitchen.
- A maximum of 3 people to be in the kitchen at any one time.

The Grounds

- Members may continue to use the grounds to informally train and ,exercise their dogs but only when there are no formal Behaviour Training classes being conducted.
- Members attending the grounds must adhere to all Club requirements under the COVID-19 Safety Plan, notices on paddock gates and ‘Using the Club Grounds’ Protocols (except where the latter are superseded by the Plan and/or gate notices..

Clubhouse and Grounds Hire

From time to time the Club hires the Clubhouse or paddocks to third parties to hold classes for dog-related activities. Anyone hiring the grounds will be required to follow CDC protocols as outlined in this Plan.

Person(s) hiring the Clubhouse or grounds must ensure the following.

- Maximum number of 20 attendees in any session.
- PPE is available for all participants
- A record is kept of all participants including observers. This information must be made available upon request by CDC if required for tracing purposes by ACT Health.
- Participants must:
 - Maintain a physical distance of 1.5m from other members (one member per 4 square metres) with no congregation in the Clubhouse or on the grounds.

- Avoid physical contact with other class members.
- Restrict unnecessary handling of other people's dogs.
- Stay at home if they are sick or have symptoms, and leave the Club grounds if feeling unwell.
- Leave the Club grounds if requested to do so by a Club Official.
- Manage the flow of handlers and their dogs to and from the car park to and from the Clubhouse or paddocks ensuring the required physical distancing requirements are maintained. This may require designated entry/exit doors/gates.

Personal Protective Equipment (PPE)

PPE will be provided by the Club and be available in all buildings and will include the following.

- Hand sanitiser
- Disposable gloves
- Disinfectant wipes for equipment/furniture
- Disinfectant

Training

All training activities will resume during Stage 2. Requirements for each training activity are listed as a complete set which, once approved by MC, can be printed by the sub-committee and made available to their members as needed.

Behaviour Training

The principle of “**Get in, Train, Get Out**” will continue to apply.

There will be **NO** off leash exercise in any paddocks 30 minutes before, during or 30 minutes after Behaviour Training class times . This requirement is to allow for the large number of class attendees and their dogs to get to and from classes while maintaining a physical distance of 1.5 metres.

Hygiene

- Washing your hands regularly for 20 to 30 seconds.
- Using a hand sanitiser with at least 60% alcohol if soap and water is not available.
- Using soap and water if your hands are visibly soiled (the disabled toilets are not locked and can be used for this requirement).
- Avoiding touching your eyes, nose and mouth.
- Covering your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Disposing of used tissues into a bin immediately and washing your hands afterwards.
- Using hand sanitiser noting it does not replace washing your hands after using the bathroom.
- Using disposable or single person use gloves if you are concerned for your health or where a Club official advises you to do so. Single use gloves must be disposed of/managed appropriately.

Physical distancing

- Classes will be limited to a maximum of 15 people which includes handlers, any supervising adult or carer and the instructor.
- There will be 30 mins allowed between tiers of training classes to allow for handlers and dogs to vacate premises maintaining social distance requirements prior to the next tier of classes entering
- Chairs used in class will be spaced at least 1.5m apart.
- Class members must:
 - Maintain a physical distance of 1.5m from other members (one member per 4 square metres) and do not congregate around gates, fences and doors.
 - Avoid physical contact with other Club members.
 - Restrict unnecessary handling of other people’s dogs.
 - Stay at home if you are sick or have symptoms, and leave the Club grounds if feeling unwell.
 - Leave the Club grounds if requested to do so by a Club Official.

Attendance management

- Classes and participants must be organised prior to the start of class.
- Class attendance lists are to be available to instructors for marking off attendees. Pens will be available for use, however, some instructors may prefer to bring their own pen.
- Attendance lists are to remain at the Club (these will be required for any tracing undertaken by ACT Health)
- A ratio of 1 dog:1 handler will be applied with the exception of supervising adults and carers. Non-participants or observers will not be permitted to attend training sessions.

- Supervising adults or carers details including their contact details must be recorded on attendance sheets (these will be required for any tracing undertaken by ACT Health).
- Designated entry/exit gates from the car park into the training areas on the grounds will be established to manage physical distancing.
- Entry and exiting of grounds will be supervised by a Club official to ensure the maintenance of physical distancing.

Equipment management

- Personal training equipment such as mats, crates, leads, toys are the responsibility of the handler and should only be handled by the handler.
- BT equipment in the shed/workshop will be sanitized as much as practicable before classes resume.
- Access to the BT shed/workshop will be limited to 2 instructors at a time.
- Appropriate sanitization items for equipment will be provided for use by Instructors and kept in the shed/workshop, along with clear signage.
- Each chair used in a class will be sanitized after each class by the Instructor. If chairs are being used in back to back classes they must be sanitized between classes.
- Only Instructors will handle class specific equipment required for their class such as cones, screens and any other articles. That is, before during and after class equipment is handled only by Instructors.

Instructor responsibility

- Instructors taking classes are to sanitise their hands before handling equipment and after they have packed up their class equipment.
- Hand and general sanitizer, and wipes will be available for use in each class.
- Instructors will mark off attendees on attendance registers and leave folders in the Clubhouse (they may be required for tracing).
- Instructors will clean BT equipment used in class, such as bowls for 'meal time manners', before and after use in a class.
- Instructors fitting equipment, such as a harness, will do so outside of the Clubhouse. The dog and handler will remain outside during the fitting. Only one instructor and the handler will work on the fitting. Instructors will sanitise their hands before and after the fitting.

Handler responsibility

- Handlers must not share equipment during training.
- Handlers will be asked to not congregate and to maintain physical distancing requirements when moving to and from classes.
- Handlers are expected to leave the grounds promptly when classes are finished.
- Handlers are expected to follow the directions of Club Officials when entering and exiting the grounds.

Agility

The principle of “**Get in, Train, Get Out**” will continue to apply.

Hygiene

- Washing your hands regularly for 20 to 30 seconds.
- Using a hand sanitiser with at least 60% alcohol if soap and water is not available.
- Using soap and water if your hands are visibly soiled (the disabled toilets are not locked and can be used for this requirement).
- Avoiding touching your eyes, nose and mouth.
- Covering your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Disposing of used tissues into a bin immediately and washing your hands afterwards.
- Using hand sanitiser noting it does not replace washing your hands after using the bathroom.
- Using disposable or single person use gloves if you are concerned for your health or where a Club official advises you to do so. Single use gloves must be disposed of/managed appropriately.

Physical distancing

- Classes will be limited to a maximum of 20 handlers, including instructors.
- Class members must:
 - Maintain a physical distance of 1.5m from other members (one member per 4 square metres) and are not to congregate around gates, fences and doors.
 - Avoid physical contact with other Club members during training.
 - Restrict unnecessary handling of other people’s dogs.
 - Stay at home if you are sick or have symptoms, and leave the Club grounds if feeling unwell.
 - Leave the Club grounds if requested to do so by a Club Official.

Attendance management

- Classes and participants must be organised prior to the start of class.
- Class attendance lists (including handler’s full name and contact number) are to be available to Instructors for marking off attendees. Pens will be available for use, however, some instructors may prefer to bring their own pen.
- Attendance lists are to remain at the Club (these will be required for any tracing)
- Non-participants or observers will need to be recorded on attendance sheets and will be included in the total number attending each class.

Equipment management

- Personal training equipment such as mats, crates, leads, toys are the responsibility of the owner and should only be handled by the owner.
- Maximum of 4 handlers allowed in the shed at any one time, and to maintain minimal distance requirements.

- Before handling equipment whether to set-up or take-down, handlers must use hand sanitiser provided or thoroughly wash hands. Handlers may use disposable gloves for additional protection but must dispose of the gloves in a bin immediately they are removed.
- Appropriate sanitization items for equipment will be provided by the ASC and placed in the shed, along with clear signage.
- Entry/exit through the big doors when carrying equipment, and use the small door when not moving equipment.
- Dogs are to be tethered or crated away from the shed to prevent over-crowding.
- Spray tunnel trolley handles and mallet handles after class and before leaving the shed using disinfectant provided.

Instructor responsibility

- Mark off attendees on attendance list and leave lists in the Agility shed (they may be required for tracing).
- Manage the removal and storage of equipment at the end of training.

Handler responsibility

- Handlers must not share equipment during training.
- Handlers will be asked to not congregate and to maintain physical distancing requirements when moving to and from classes.

Private Agility Training

- Private training of Agility is permitted so long as handlers adhere to CDC protocols as outlined in this Plan.

Flyball

The principle of “**Get in, Train, Get Out**” will continue to apply.

Hygiene

- Washing your hands regularly for 20 to 30 seconds.
- Using a hand sanitiser with at least 60% alcohol if soap and water is not available.
- Using soap and water if your hands are visibly soiled (the disabled toilets are not locked and can be used for this requirement).
- Avoiding touching your eyes, nose and mouth.
- Covering your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Disposing of used tissues into a bin immediately and washing your hands afterwards.
- Using hand sanitiser noting it does not replace washing your hands after using the bathroom.
- Using disposable or single person use gloves if you are concerned for your health or where a Club official advises you to do so. Single use gloves must be disposed of/managed appropriately.

Physical distancing

- Classes will be limited to a maximum of 20 handlers, including instructors.
- Class members must:
 - Maintain a physical distance of 1.5m from other members (one member per 4 square metres) and are not to congregate around gates, fences and doors.
 - Avoid physical contact with other Club members during training.
 - Restrict unnecessary handling of other people’s dogs.
 - Set up dog crates outside the flyball training paddock, at least 1.5 metres apart.
 - Stay at home if you are sick or have symptoms, and leave the Club grounds if feeling unwell.
 - Leave the Club grounds if requested to do so by a Club Official.

Attendance management

- Classes and participants must be organised prior to the start of class.
- Class attendance lists (including handler’s full name and contact number) are to be available to Instructors for marking off attendees. Pens will be available for use, however, some instructors may prefer to bring their own pen.
- Attendance lists are to remain at the Club (these will be required for any tracing)
- Non-participants or observers will need to be recorded on attendance sheets and will be included in the total number attending each class.

Equipment management

- Personal training equipment such as mats, crates, leads, toys are the responsibility of the owner and should only be handled by the owner.
- Maximum of one handler allowed in the workshop at any one time to remove and return flyball equipment trolleys for set-up and put away.

- Trolleys and equipment to be colour coded for easy identification for set-up and put away; one colour, one person.
- Appropriate sanitization items for equipment to be provided for use by Instructors in the shed, along with clear signage.
- Dogs are to be tethered or crated away from the shed to prevent over-crowding.

Instructor responsibility

- Mark off attendees on attendance list and leave lists in the Workshop (they may be required for tracing).
- Set up of two running lanes for training purposes, with at least 2 metres separation.
- Individual skill training stations to be separated by 4 metres outside the running lanes.

Handler responsibility

- Handlers must not share equipment during training.
- Handlers will be asked to not congregate and to maintain physical distancing requirements when moving to and from classes.

Other requirements

- The Australian Flyball Association (Membership Update Notice – Issued 2nd June 2020) requires notification of any known contact between a participant of flyball training and a person in isolation. This will be managed through the Club's COVID-19 Safety Coordinator.

Obedience and Rally Obedience

The principle of “**Get in, Train, Get Out**” will continue to apply.

Hygiene

- Washing your hands regularly for 20 to 30 seconds.
- Using a hand sanitiser with at least 60% alcohol if soap and water is not available.
- Using soap and water if your hands are visibly soiled (the disabled toilets are not locked and can be used for this requirement).
- Avoiding touching your eyes, nose and mouth.
- Covering your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Disposing of used tissues into a bin immediately and washing your hands afterwards.
- Using hand sanitiser noting it does not replace washing your hands after using the bathroom.
- Using disposable or single person use gloves if you are concerned for your health or where a Club official advises you to do so. Single use gloves must be disposed of/managed appropriately.

Physical distancing

- Classes will be limited to a maximum of 20 handlers, including instructors.
- Class members must:
 - Maintain a physical distance of 1.5m from other members (one member per 4 square metres) and are not to congregate around gates, fences and doors.
 - Avoid physical contact with other Club members during training.
 - Restrict unnecessary handling of other people’s dogs.
 - Set up dog crates within the UD or Agility ring, at least 1.5 metres apart.
 - Stay at home if you are sick or have symptoms, and leave the Club grounds if feeling unwell.
 - Leave the Club grounds if requested to do so by a Club Official.

Attendance management

- Classes and participants must be organised prior to the start of class.
- Class attendance lists (including handler’s full name and contact number) are to be available to Instructors for marking off attendees. Pens will be available for use, however, some instructors may prefer to bring their own pen.
- Attendance lists are to remain at the Club (these may be required for any tracing)
- Non-participants or observers will need to be recorded on attendance sheets and will be included in the total number attending each class.
- Designated entry/exit gates from the car park into the training areas on the grounds.
- Entry and exiting of grounds to be supervised by a Club official to ensure the maintenance of physical distancing.

Equipment management

- Personal training equipment such as mats, crates, leads, toys are the responsibility of the owner and should only be handled by the owner.
- Maximum of two handlers allowed in the Shipping Container at any one time to remove and return equipment.
- Before handling equipment whether to set-up or take-down, handlers must use hand sanitiser provided or thoroughly wash hands. Handlers may use disposable gloves for additional protection but must dispose of the gloves in a bin immediately they are removed.
- Appropriate sanitization items for equipment to be provided for use by Instructors in the shipping container, along with clear signage.

Instructor responsibility

- Mark off all attendees on attendance list and leave lists in the Shipping Container (they may be required for tracing by ACT Health).

Handler responsibility

- Handlers will be asked to maintain physical distancing requirements when moving to and from classes.
- Handlers are expected to follow directions of Club Officials when entering and exiting the grounds.

Dances with Dogs/Tricks

Resumption of classes for DWD/Tricks is dependent on the availability of the Queanbeyan pavilion for hire.

The principle of “**Get in, Train, Get Out**” will continue to apply.

Hygiene

- Washing your hands regularly for 20 to 30 seconds.
- Using a hand sanitiser with at least 60% alcohol if soap and water is not available.
- Using soap and water if your hands are visibly soiled.
- Avoiding touching your eyes, nose and mouth.
- Covering your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Disposing of used tissues into a bin immediately and washing your hands afterwards.
- Using hand sanitiser noting it does not replace washing your hands after using the bathroom.
- Using disposable or single person use gloves if you are concerned for your health or where a Club official advises you to do so. Single use gloves must be disposed of/managed appropriately.

Physical distancing

- Classes will be limited to a maximum of 20 handlers, including instructors.
- Class members must:
 - Maintain a physical distance of 1.5m from other members (one member per 4 square metres) and are not to congregate around gates, fences and doors.
 - Avoid physical contact with other Club members during training.
 - Restrict unnecessary handling of other people’s dogs.
 - Stay at home if you are sick or have symptoms, and leave the Club grounds if feeling unwell.
 - Leave the grounds if requested to do so by a Club Official.

Attendance management

- Classes and participants must be organised prior to the start of class.
- Class attendance lists (including handler’s full name and contact number) are to be available to Instructors for marking off attendees. Pens will be available for use, however, some instructors may prefer to bring their own pen.
- Attendance lists are to remain with the Instructor (these may be required for any tracing by ACT Health)
- Non-participants or observers will need to be recorded on attendance sheets and will be included in the total number attending each class.

Equipment management

- Personal training equipment such as mats, crates, leads, toys are the responsibility of the owner and should only be handled by the owner.

- Appropriate sanitization items for equipment to be provided for use by Instructors in the shed, along with clear signage.

Instructor responsibility

- Mark off attendees on attendance list (they may be required for tracing by ACT Health).

Handler responsibility

- Handlers must not share equipment during training.
- Handlers will be asked to not congregate and to maintain physical distancing requirements when moving to and from classes.

Tracking

The Tracking Subcommittee has resolved that, due to the lateness of the season, there will be no beginner training sessions conducted this year.

A training day for those who have attended training sessions in past seasons and who have been actively training, is planned to be conducted on Sunday 9th August from 9am-1pm at a member's property in Braidwood, with preference given to ACTCDC members (pending Main Committee approval).

There will be no social gatherings or morning tea events, all participants are required to bring their own food and snacks and are expected to leave the training area with 10 minutes of the completion of the training session.

General

Any tracking theory sessions will continue to be conducted via Zoom or a similar on-line platform. Practical tracking sessions will be held outdoors (note that these are not held on Club grounds but are held on private property or public access land). The nature of tracking training is such that participants should be well spaced apart and there is no need to be within 1.5m of any other person at any time. Any member who is experiencing any COVID-19 symptoms or has been directed to self-isolate due to possible COVID-19 exposure is not to attend a tracking training session, if they have paid a workshop fee it will be refunded if they have not attended for one of these reasons.

Hygiene

- The club will provide hand sanitizer at tracking training sessions and members are encouraged to regularly wash their hands for 20 to 30 seconds (noting that handwashing facilities are not always available in bush/rural tracking locations)
- Avoid touching your eyes, nose and mouth.
- Cover your mouth and nose when coughing and sneezing with a tissue or coughing into your elbow.
- Dispose of used tissues into a bin immediately and washing your hands afterwards.
- Use hand sanitiser noting it does not replace washing your hands after using the bathroom.

Physical distancing

- Training sessions will be limited to a maximum of 20 participants, including instructors and helpers.
- Participants must:
 - Maintain a physical distance of 1.5m from other people (and one person per 4 square metres).
 - Avoid physical contact with other attendees during training.
 - Restrict unnecessary handling of other people's dogs.
 - Stay at home if you are sick or have symptoms, and leave the grounds immediately if feeling unwell.
 - Leave the area if requested to do so by a Club Official.

Attendance management

- Training and participants must be organised prior to the start of class.
- The details of any person participating in or attending training will be recorded along with a contact phone number for said person
- Attendance lists are to be made available if required for any tracing by ACT Health
- Participants will be limited to 1 handler and 1 dog with the exception of supervising adults and carers.

Equipment management

- Participants must not share equipment during sanctioned training sessions
- All training and/or personal equipment shall be provided by participants
- The person who lays a track must recover their flags and articles, from the track

Instructor responsibility

- Record details of attendees and save/keep this information for contact tracing by ACT Health.

Handler responsibility

- Participants must not share equipment during training.
- Participants must not attend training sessions if they are unwell.
- Participants are required to read this plan and acknowledge they will adhere to the plan
- Participants are expected to leave the training area within 10 minutes of completion of the class.