



COVID -19 LOCKDOWN CHECKLIST

This checklist is a guide to assist you in making your club Covid safe in a Regional, State or Australia wide Covid lockdown.

On receiving advice from your State Health Authority, that organised community sport, recreation and fitness is not permitted please use the following checklist:

- Notify members the club is closed or restricted to members from “list specific” locations through your communication networks:
 - Club newsletter
 - Google chat
 - Facebook
 - Instagram
 - Other
- Notify members if club is open to specific members of the requirement to:
 - Sign in for contact tracing (if required and how)
 - Observe physical distancing of 1.5 metres where possible and if in clubhouse to observe (insert specific requirement)
 - Stay home if unwell and/or have recently been to any known hotspots and/or been in close contact to an active Covid case
 - Additional club facilities open/closed
- Enhanced Cleaning:
 - Who is responsible for specific areas? Clubhouse, Launch Point, Workshop, Toilets/shower
 - Who is responsible for ensuring cleaning supplies are adequate for the club?
 - Clean frequently touched areas
 - Clean and disinfect regularly high traffic areas
 - Clean daily infrequently touched surfaces
 - Clean and disinfect infrequently touched surfaces weekly
- Handwashing facilities:
 - Soap, running water, paper towels are available
 - Who is responsible for checking and restocking?
- Club signage:
 - Check signage is still relevant and appropriate for members and visitors
 - Who is responsible for checking and reissuing signage?
- General communication:
 - Continue to engage your membership with general, special interest communication
- Stay up to date:
 - State Health Authority
 - State Sport and Recreation Organisation
 - Local Council



COVID -19 LOCKDOWN CHECKLIST

This checklist is a guide to assist you in making your club Covid safe in a Regional, State or Australia wide Covid lockdown.

On receiving advice lockdown or restrictions have been lifted by relevant State Health Authority, please use the following checklist:

- Notify members the club is open to all members through your communication networks:
 - Club newsletter
 - Google chat
 - Facebook
 - Instagram
 - Other
- Notify members of the requirement to:
 - Sign in for contact tracing (if required and how)
 - Observe physical distancing of 1.5 metres where possible and if in clubhouse to observe (insert specific requirement)
 - Stay home if unwell and/or have recently been to any known hotspots and/or been in close contact to an active Covid case
 - Additional club facilities open/closed
- Club signage
 - Check signage is still relevant and appropriate for members and visitors
- Enhanced Cleaning
 - Who is responsible for specific areas? Clubhouse, Launch Point, Workshop, Toilets/shower
 - Who is responsible for ensuring cleaning supplies are adequate for the club?
 - Clean frequently touched areas
 - Clean and disinfect regularly high traffic areas
 - Clean daily infrequently touched surfaces
 - Clean and disinfect infrequently touched surfaces weekly
- Handwashing facilities
 - Soap, running water, paper towels are available
 - Who is responsible for checking or restocking?
- General communication:
 - Continue to engage your membership with general, special interest communication
 - Continue to remind membership and visitors of the requirement to maintain physical distancing and good hygiene practices
- Stay up to date:
 - State Health Authority
 - State Sport and Recreation Organisation
 - Local Council
 - Covid Kickstart Grant opportunities