



Secondary School Sport COVID-19 Guide – Gymnasiums

The following guide has been developed to provide secondary schools with guidance on what needs to be considered to get rangatahi and supporters (teachers, coaches, administrators) safely engaged in physical activities, trainings and events again.

It is recommended that this guide be read in conjunction with [Guidelines from the Ministry of Health](#) and any other authority (e.g. [Ministry of Education Guidance](#)) under which your school operates. It represents the minimum level of required planning before school gymnasiums can be utilised by schools for activities, training and events.

Useful links:

- Information on the alert level guidelines for play, active recreation and sport can be found [here](#)
- It is also worthwhile checking the Mountain Safety Council outdoor information checker [here](#)
- Helpful resources on health and safety plans can be found on the [Worksafe New Zealand website](#).

Health and safety considerations	Potential actions	Person responsible
<p>Does anyone outside your school need to be involved in your plan? Consider other authorities and agencies that might need to contribute to or be consulted as part of your gymnasium plan</p>	<ul style="list-style-type: none"> • Make contact early with your facility manager to establish any planning requirements and/or arrangements • Establish agreed priorities and gymnasium control arrangements early with the relevant sports teams / groups 	
<p>Who is Responsible? Each school will need to develop, implement and monitor the gymnasium plan</p>	<ul style="list-style-type: none"> • Appoint a staff member to be accountable and responsible for your COVID-19 Health and Safety Plan 	
<p>Who needs to be involved in your plan? All staff members and volunteers need to be involved in developing your gymnasium plan</p>	<ul style="list-style-type: none"> • Complete your COVID-19 WorkSafe plan • Do you have the right people with the right skills to operate safely? • Do you need to conduct training of all staff and volunteers on COVID-19 protocols? 	

<p>COVID-19 Manager A person needs to be designated the authority to manage, monitor and enforce your COVID-19 protocols</p>	<ul style="list-style-type: none"> • Assign a roster system for staff and volunteers for clarity of accountabilities and responsibilities 	
<p>Managing Illness Staff, volunteers, and students need to know they can't enter the gymnasium if they are feeling unwell</p>	<ul style="list-style-type: none"> • Designated person to control entry / exit • Appropriate COVID-19 posters at all entrances • Include 'Play it safe' messaging in all communications 	
<p>Contact Tracing All users need to be part of a contact tracing process</p>	<ul style="list-style-type: none"> • Appointment of a person(s) to manage contact tracing within the gymnasium • Contact tracing posters clearly displayed on all entrances • Ensure there is a method compliant with Government / MOH regulations to manage contact tracing recording and data management 	
<p>Hand Hygiene There must be hand hygiene measures in place for staff and students</p>	<ul style="list-style-type: none"> • Sufficient supplies of hand sanitiser available at entry points and in gymnasium • Access to soap and water to enable good hand washing measures • Consider placement of COVID-19 posters in and around gymnasium • Post COVID-19 posts on school social media feeds (e.g. Facebook, Instagram) 	
<p>Physical Distancing Numbers must be limited to 100 (excluding staff) and ensuring physical distancing within the gymnasium</p>	<ul style="list-style-type: none"> • Number limited to 100 (excluding staff), however, the gymnasium needs to provide safe physical distancing at all times so maximum number might be restricted • Designated person(s) to manage arrivals / departures within the gymnasium (ensure maximum number of 100 at any one time is not breached) • Reconfiguration of seating plan and clear pathways to create separation and traffic flows • Follow specific New Zealand Government Covid-19 gathering guidelines • Refer to Sport New Zealand gathering guidance information 	
<p>Sanitisation High contact areas need to be regularly cleaned</p>	<ul style="list-style-type: none"> • Consider staggering timeframes / entrance / exit rosters for distinct groups (i.e. different teams) • Is there a process in place to ensure all high contact areas (e.g. doors, chairs, bathrooms etc) are being sanitised before each use 	

School Communication The school should regularly communicate with its students	<ul style="list-style-type: none"> • Keep students informed through regular updates • Reinforce good behaviour and correct misunderstandings 	
Monitoring the Plan It is important that all health and safety plans are monitored and adjusted to keep participants safe and as Government guidelines change	<ul style="list-style-type: none"> • Monitor your plan in its early stages to ensure that is effective and understood • Stay updated with Government COVID-19 advisories • Stay updated with Sport New Zealand COVID1-19 information • Set regular updates to ensure that gymnasium plan remains sustainable and relevant 	

Important note: These guidelines are current as of 29 September 2021 and are subject to change.

Here to help

Across our wider Auckland team, following are our key secondary school sport contacts who are available to assist:

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Sport Waitākere	Casey Redman Regional Sports Director	casey.redman@sportwaitakere.nz	021802827

You can also find the latest COVID-19 information in relation to Tāmaki Makaurau on the Aktive website [here](#)