



## Secondary School Sport COVID-19 Guide – Managing Events

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 and management before schools can consider returning to on-site 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
<b>Who is Responsible?</b> Each school will need to develop, implement and monitor the event managing plan	<ul style="list-style-type: none"> <li>• Appoint a staff member if one is available</li> </ul>	
<b>Does anyone outside your school need to be involved in your plan?</b> Consider other authorities and agencies that might need to contribute to or be consulted as part of your plan	<ul style="list-style-type: none"> <li>• Refer to any existing College Sport Auckland advice</li> </ul>	
<b>Event Management</b> Successful mass gathering management may involve reducing the number of matches at your	<ul style="list-style-type: none"> <li>• Engage with College Sport Auckland to ensure that they are aware of your capability and capacity to manage games and events at your school</li> </ul>	

<p>school and/or allowing more time between events to allow disbursement of all participants prior to next round of games commencing</p>	<ul style="list-style-type: none"> <li>• Be clear with your participants and visiting teams about your ability to manage player and spectator numbers</li> <li>• Discourage attendance by spectators if there are concerns about your ability to manage numbers</li> </ul>	
<p><b>Co-ordination with other Sports</b> Have you considered other sports that use your facilities/grounds for events?</p>	<ul style="list-style-type: none"> <li>• Make contact early with other users to share Health and Safety plans and co-ordinate activities where possible</li> <li>• Be flexible around timings and agreed usage to ensure crowd controls can be exercised</li> </ul>	
<p><b>Managing mass gatherings</b> Regardless of venue, sporting events at both indoor and outdoor sports are restricted to 100. Physical distancing of 1 metre needs to be maintained between spectators</p>	<ul style="list-style-type: none"> <li>• Consider limiting planned spectators to ensure safe physical distancing can be maintained</li> <li>• Designate areas as <u>controlled</u> and <u>uncontrolled</u> to prioritise the control of mass gathering measures</li> <li>• Appoint volunteers to act as crowd marshals to support contact tracing and manage mass gathering restrictions if needed</li> <li>• Create suitable signage for crowds so they understand their requirements. Be clear about controlled and uncontrolled spaces with signage including maps of your grounds and the respective areas</li> </ul>	
<p><b>Contact Tracing</b> Each mass gathering needs to be contact traced separately.</p>	<ul style="list-style-type: none"> <li>• Review your venue and fixtures to determine when you may need to have measures in place</li> <li>• Establish your <a href="#">contact tracing</a> for your respective areas and appoint a person(s) to be responsible for managing and monitoring contact tracing at your venue as required</li> <li>• Set up each controlled area as a separate mass gathering site as required</li> <li>• Create signage for uncontrolled areas so people know that they need to maintain personal responsibility about maintaining 2 metres distance from people they don't know</li> </ul>	
<p><b>Equipment Cleaning</b> All sports equipment must be cleaned before and after events</p>	<ul style="list-style-type: none"> <li>• Includes but is not limited to balls, bats, weights, bags, cones, and flags</li> <li>• Equipment is not to be shared between events without first being cleaned</li> <li>• Disinfecting equipment can be achieved with a solution of 1:10 bleach to water solution in a spray bottle. Ensure that your bleach has not expired. Reminder: Your 1:10 bleach solution is only effective for 24 hours</li> </ul>	

<p><b>Hand Hygiene</b> There must be hand hygiene measures in place for all participants part of a mass gathering.</p>	<ul style="list-style-type: none"> <li>• Sufficient supplies of hand sanitiser available for all participants prior to entering any mass gathering</li> <li>• Access to soap and water to enable good hand washing measures</li> <li>• Paper towels are available, or hand driers are functional and used towels can be disposed of in regularly emptied rubbish bins</li> </ul>	
<p><b>Changing Room Use</b> Is there a plan in place to ensure players can utilise changing rooms safely and not exceed internal gathering limits?</p>	<ul style="list-style-type: none"> <li>• Only use changing rooms where these have been approved to open</li> </ul>	
<p><b>After Event Socialising</b> Is there a plan in place to ensure players can socialise safely in school without exceeding mass gathering limits guidelines (100)</p>	<ul style="list-style-type: none"> <li>• Team or event socialising should not occur in changing rooms or carparks</li> <li>• Follow specific <a href="#">New Zealand Government Covid-19 gathering guidelines</a></li> <li>• Refer to <a href="#">Sport New Zealand gathering guidance information</a></li> </ul>	
<p><b>Monitoring the Plan</b> It is important that all health and safety plans are monitored and adjusted to keep participants safe and as Government guidelines change</p>	<ul style="list-style-type: none"> <li>• Monitor your plan in its initial stages to ensure that it is effective and understood</li> <li>• Stay updated with <a href="#">Government COVID-19</a> advisories</li> <li>• Stay updated with <a href="#">Sport New Zealand COVID1-19 information</a></li> <li>• Set regular updates to ensure that event management plan remains sustainable and relevant</li> </ul>	

**Important note:** These guidelines are current as of 18 October 2021 and are subject to change.

## Here to help

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

Aktive	Richard Rangi Secondary Schools Manager	<a href="mailto:richard.rangi@aktive.org.nz">richard.rangi@aktive.org.nz</a>	0220597480
CLM Community Sport	Abby Whiu Regional Sports Director (South)	<a href="mailto:abby@clmz.co.nz">abby@clmz.co.nz</a>	0278804209
	Junior Manapori Regional Sports Director (North)	<a href="mailto:junior@clmz.co.nz">junior@clmz.co.nz</a>	0278804210
Harbour Sport	Kelly Cameron Regional Sports Director	<a href="mailto:KellyC@harboursport.co.nz">KellyC@harboursport.co.nz</a>	021422076
Sport Auckland	Vicky Mailei Regional Sports Director	<a href="mailto:Vicky.Mailei@sportauckland.co.nz">Vicky.Mailei@sportauckland.co.nz</a>	0211882536
Sport Waitākere	Casey Redman Regional Sports Director	<a href="mailto:casey.redman@sportwaitakere.nz">casey.redman@sportwaitakere.nz</a>	021802827

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