



Preparing to return steps and checklist:

On receipt of these guidelines, club officials must meet (online) to decide how best, in their specific circumstances, as to how they can or cannot, recommence training activities, within the context of the Government Guidelines. (See other accompanying document for those guidelines).

Should the club consider that it can resume activities it must complete the following:

1	A Provincial Union COVID-19 Support Officer will make contact with your club	
2	Establish a COVID-19 Safety Committee	
3	Assign COVID-19 Club Safety Officer(s) (CSOs)	
4	Check with insurers if any amendments to the policies are required to cover COVID-19 issues	
5	Club to notify Provincial Union Representative of intent to resume and also register	
6	Club to register their COVID-19 Club Safety Officer and trigger COVID-19 safety signage delivery	
7	CSO to complete COVID-19 Education and Awareness Training Modules	
8	Club to conduct Risk Assessment and submit to Provincial Union COVID Support Officer	
9	Provincial Union COVID-19 Club Support Officer to arrange an initial online meeting with club	
10	Club to arrange onsite support meeting with Provincial Union COVID-19 Support Officer	
11	Clubs to ensure booking system and contact tracing recording system in place	
12	Club must notify their members of the protocols and expectations in relation to booking and use of the facility	
13	Ensure signage is in place and visible on site	
14	Ensure appropriate cleaning protocols are in place and maintained	