



Endorsed Events
Update
March 17, 2020

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Introduction

As per the recent Ministry of Health advisories regarding COVID-19 - Advice for public events and mass gatherings published on March 16, this document addresses the current status of 2020 Endorsed Events and highlights key element of the government advisories which host clubs should be following. Due to the changing landscape, we will be continuing to update and review this document in alignment with government advisories. If you have further questions please contact endorsedevents@gymnasticsnz.com

Best Practice for Event Hosting

As of today Endorsed Events not exceeding 500 people may go ahead as planned. It is recommended that all gatherings exceeding 500 people should be cancelled. This limitation on numbers extends to the amount of people in one place at one time, therefore, referring to the session at hand and not the competition as a whole.

As majority of Endorsed Events run across a full day or weekend, there are limited events that would need to consider the possibility of surpassing the attendance limit of 500. Please be sure to leave an appropriate gap between each session to ensure enough people leave thus keeping event numbers under 500. If you feel you may still be at risk of surpassing 500 attendees, then you may need to consider limiting spectator attendance and ensuring you have a measure in place to monitor the number of attendees in the venue at any one time.

It is the club's decision to go-ahead, postpone or cancel their Endorsed Events, as it is the individual's decision to attend/not attend. Therefore, it is the clubs' decision as to whether they refund entry fees for athletes that withdraw from competition in order to avoid potential illness. If a club is considering the possibility of postponing or cancelling their event please advise endorsedevents@gymnasticsnz.com before releasing any official communication.

At this time, we strongly recommend that, upon entry, clubs take a register of the name and contact information of everyone attending the event. This will act as a contact list should illness arise. In addition, entrants to the venue should be given the following information:

- If you are currently feeling unwell you should leave the premise immediately.
- If you begin to feel unwell please leave the premises immediately.
- Should you believe you are suffering virus symptoms you should immediately contact the healthline.
- If you are confirmed as having COVID-19 you should be in immediate contact with the event organisers.
- As outlined in this document, please make sure all equipment is cleaned and that adequate measures are taken to ensure all attendees practice good hand hygiene. We would recommend hanging the Ministry of Health hand washing posters found in links at the end of this document in or around bathrooms.

If applicable, please maintain correspondence with all off-site venues, sponsors & vendors to confirm continued hosting and/or participation.

Competition and Training Attendance

It is imperative that clubs enforce non-attendance if participants are unwell. Clubs should also discourage unwell parents and caregivers from attending trainings and competitions. We encourage you to send out frequent communications (email, newsletters) detailing this attendance information.

Athletes, coaches and judges who are unwell should not travel to or participate in competitions. This information should be communicated by the host clubs prior to and during the competition. We would recommend the placement of posters or flyers at the venue entrance. The potential absence of judges and coaches should be planned for accordingly.

Risk Management Planning

Please make sure you consider disease and illness prevention in your Endorsed Event Health & Safety Plan. If you do not include disease prevention in your submitted Health & Safety Plan you will be asked to reassess. This should include prevention before and during the competition as well as an anticipated plan for addressing any incidents that may arise.

When planning for your event please consider your options if a coach or judge cannot attend the competition due to illness.

We will be paying attention to Post-Event Reports and appreciate your timely document submission. If any incidents arise, please detail these in the Report. Please make you sure your Event Report provides a detailed account of the event.

Staff Health and Safety Briefing

Club administrators, directors and/or owners should brief staff on proper hygiene and handling of situations in which a participant exhibits signs of illness. Staff should be reminded that anyone scheduled to work in a public place or at an event should stay home if they feel unwell. Staff should be reminded to always practice good coughing, sneezing and hand hygiene.

This includes:

- covering coughs and sneezes with disposable tissues or clothing, or coughing/sneezing into your elbow
- disposing of used tissues appropriately in a lidded bin
- frequently washing hands with soap and water and drying them thoroughly or using hand sanitiser

- cleaning surfaces regularly with antiseptic wipes or regular household disinfectant, including bleach solutions.

Should a participant display signs of illness, the staff member in charge should escort the participant to a place away from other participants, and telephone a parent or caregiver to take them home. They should advise the parent or caregiver to keep the participant away from the club until they are completely recovered. Remind the participant that this is merely for the health and safety of their peers, and is not in any way due to any personal wrongdoing.

Recommendations for Facility Cleanliness

During peak times of illness, it is imperative for us to remain vigilant in providing a clean environment for all participants and attendees. While frequent cleaning is encouraged at all times, we recommend you take additional precautions prior to a competition, in ensuring your facility is as clean as possible.

Mats and other equipment should be frequently wiped down with a bleach-based or other antibacterial solution. All equipment that cannot be cleaned by conventional means (e.g. bar, vault), should still be disinfected to the best of your ability.

Facility cleanliness should be extended to include bathrooms, offices and spectator viewing areas. Along with the daily cleaning of bathrooms, please ensure adequate stock of toilet paper, soap, and paper towels. These essential items should be checked frequently during competitions and trainings. We recommend that paper towels are provided instead of hand towels to limit the spread of germs. It is also important to maintain the cleanliness of spectator viewing areas. This includes bench and chair wipe down, toy and book disinfection, and access to hand sanitiser. If you currently employ a cleaning company to care for your facility, please be certain they are following the Ministry of Health Guidelines.

Recommendations for Personal Hygiene

Hand hygiene is crucial in preventing the transmission of pathogens. The Ministry of Health recommends the use of alcohol-based hand sanitiser to prevent the spread of infection. We suggest having several sanitiser stations located throughout your club including one at the check in area/front desk, one or two in the training area, and one in any spectator viewing areas and offices.

Coaches and Administrators should be washing or sanitising their hands frequently and encouraging athletes to do so as well.

Rescheduling Events

Should a club decide that hosting a competition is not viable (too many people withdraw, off-site venue cancel, etc.) please contact endorsedevents@gymnasticsnz.com to discuss rescheduling the event. In this ever changing environment we are happy to work with you as Gymnastics NZ understands the importance of hosting Endorsed Events and the ramifications if the situation at hand make hosting events an impossibility.

Ministry of Health Guidelines & Materials

[World Health Organization COVID-19 website.](#)

[Find your local regional public health unit.](#)

[COVID-19 - Advice for public events and mass gatherings](#)

[Hygiene Poster Link](#)

[General Poster Link](#)

Frequently Asked Questions

Q: Will I get a refund if I withdraw my child due to concerns about contract illness?

A: Refunds are at the discretion of the club. Please contact the club for refund requests not Gymnastics New Zealand.

Q: Will Nationals 2020 still be run?

A: At this point in time, Nationals will still be held. This will be reevaluated as the situation progresses.

Q: Am I able to reschedule my event?

A: Possibly, please contact endorsedevents@gymnasticsnz.com to discuss the option of rescheduling.

Q: Does Gymnastics New Zealand think that our event should still be held?

A: While we recognise this is a very fluid situation, currently Gymnastics New Zealand sees no reason for any events to be cancelled provided they are under 500 people at any point in time. It is at the discretion of the club as to whether their event is held.

Q: If a large amount of Endorsed Events need to be cancelled how will Nationals qualifications be addressed?

A: If this situation occurs the event calendar and qualification process will be reviewed by Gymnastics New Zealand and a decision will be communicated to the community.