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# Major recreation facilities | COVID-19 Safety Plan

Safety Plan for major recreation facilities, agricultural shows and theme parks.

Follow the steps below to ensure your business, staff and customers stay COVID Safe.

[Show all](#)

- 1 Keep your business COVID Safe 
- 2 Developing your COVID-19 Safety Plan 
- 3 How to complete the COVID-19 Safety Plan 
- 4 Keep your COVID-19 Safety Plan up to date 

Effective 25 February 2022

## Business details

Business name

Total Field Days

Business location (town, suburb or postcode)

If your business has multiple premises, complete a Safety Plan for each location.

Paterson 2421

Select your business type

Agricultural shows

Wellbeing of staff and customers 

Exclude people who are unwell from the premises.

Explain how you will do this

Display signage at entry points- "Help us protect our community. Do not enter if you are feeling unwell, have a cough, sore/scratchy throat, fever, runny nose, loss of smell or taste. Avoid contact with others until you feel better."

Provide staff with information and training on COVID-19, including COVID-19 vaccination, when to get tested, physical distancing, wearing masks, and cleaning.

Explain how you will do this

Pre-event briefing - Inform staff and volunteers with current Covid safe requirements  
Information packs - all jurisdictions to include Covid safe practices in their guidelines  
Provide face masks for all staff and volunteers

Display conditions of entry such as requirements to stay away if unwell and record keeping where applicable.

Explain how you will do this

Covid safe requirements will be added to tocalfielddays.com, on our Facebook page.

Businesses can require proof of COVID-19 vaccination in line with their COVID-19 vaccination policy.

An occupier of premises at which a music festival is being held in an indoor area must take reasonable steps to ensure that only fully vaccinated or medically exempt persons are allowed to attend the festival if there are more than 1,000 persons attending the festival.

For example, ensure posters outlining vaccination requirements are clearly visible, check vaccination status upon entry and only accept valid forms of evidence of vaccination, train staff on ways to check proof of COVID-19 vaccination status, remind customers of vaccination requirements in marketing materials. Guidance is available at: <https://www.nsw.gov.au/covid-19/business/covid-19-vaccinations-and-businesses> (<https://www.nsw.gov.au/covid-19/business/covid-19-vaccinations-and-businesses>)

Explain how you will do this

This event is not covered by a NSW Public Health Order. Proof of vaccination not required.

Review the 'COVID-19 safety guidance for large events' available at <https://www.nsw.gov.au/covid-19/business/covid-safe-events/large> (<https://www.nsw.gov.au/covid-19/business/covid-safe-events/large>) and consider which risks and mitigation measures are relevant to your event before completing this COVID-19 Safety Plan.

Explain how you will do this

COVID - 19 safety guidance for large events reviewed

## Physical distancing



Support 1.5m physical distancing where possible, including:

- at points of mixing or queuing
- between seated groups
- between staff.

Explain how you will do this

Promote physical distancing with signage.  
Entry tickets will be pre-sold online to minimise queuing  
Staff will be provided with a separate area for lunch and breaks and these will be staggered to ensure appropriate density limits and physical distancing is maintained.

Avoid congestion of people in specific areas where possible. Consider zoning of areas for large events, such as by using alternate sections and access corridors.

Explain how you will do this

Promote physical distancing with signage.

Have strategies in place to manage gatherings that may occur outside the premises and in any designated smoking areas.

Explain how you will do this

Volunteers will have this added to their information packs and large groups will be asked to social distance.

Where practical:

- encourage private transport options to minimise crowding on public transport
- coordinate with public transport to minimise COVID-19 risks associated with transportation to and from the venue if crowding may occur.

Explain how you will do this

No public transport available to this event.  
We do provide a shuttle bus and this will have social distancing measures in place.

## Ventilation



Review the 'COVID-19 guidance on ventilation' available at <https://www.nsw.gov.au/covid-19/getting-back-to-work-a-covid-safe-way/ventilation-guidance> (<https://www.nsw.gov.au/covid-19/getting-back-to-work-a-covid-safe-way/ventilation-guidance>) and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Explain how you will do this

COVID-19 guidance on ventilation reviewed to consider which measures are relevant to our circumstances.

**Use outdoor settings wherever possible.**

**Explain how you will do this**

Most of the site is an outdoor exhibit

**In indoor areas, increase natural ventilation by opening windows and doors where possible.**

**Explain how you will do this**

Indoor settings such as the hall and marquees will have open doors and/or windows to allow ventilation.

**In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).**

**Explain how you will do this**

Fans and/or air-conditioning to increase the introduction of outside air.

**Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).**

**Explain how you will do this**

Scheduled maintenance of air-condition units prior to event

**Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.**

**Explain how you will do this**

Escalate with site manager

## Hygiene and cleaning



Face masks are encouraged in indoor settings where it is difficult to maintain physical distance from others.

Businesses can require workers and customers to wear face masks in line with their face mask policy.

**Note:** Face masks must be worn by workers and attendees at music festivals being held in an indoor area with more than 1,000 attendees, unless exempt.

### Explain how you will do this

Facemasks will be provided at the event for any staff, exhibitors and visitors who do not have their own.

Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.

### Explain how you will do this

Hand sanitising stations will be provided at each entry point to event, hall and marquees.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.

### Explain how you will do this

Contract cleaners will be scheduled to clean all bathrooms throughout the day.  
hand soap and sanitisers will be in all toilet blocks.

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day.

### Explain how you will do this

Additional cleaners have been employed to clean hard services regularly.

## Record keeping



Review the 'guidance for businesses with a worker who tests positive for COVID-19' available at <https://www.nsw.gov.au/covid-19/business/linked-with-positive-worker-case> (<https://www.nsw.gov.au/covid-19/business/linked-with-positive-worker-case>) and have protocols in place in the event that a worker who tests positive for COVID-19 has been in the workplace.

### Explain how you will do this

The worker will be asked to go home and self isolate and any workers that have come in contact with the infected person will monitor for symptoms.  
A deep clean of the area will occur prior to opening.

Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify [SafeWork NSW](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.safework.nsw.gov.au%2Fresource-library%2FCOVID-19-Coronavirus&data=04%7C01%7CCraig.Fordham%40customerservice.nsw.gov.au%7C130ba982353a4d53008608d9e1f8c236%7C1ef97a68e8) (<https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.safework.nsw.gov.au%2Fresource-library%2FCOVID-19-Coronavirus&data=04%7C01%7CCraig.Fordham%40customerservice.nsw.gov.au%7C130ba982353a4d53008608d9e1f8c236%7C1ef97a68e8>)

a worker has tested positive and is hospitalised or dies. Visit <https://www.safework.nsw.gov.au/resource-library/COVID-19-Coronavirus> (<https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.safework.nsw.gov.au%2Fresource-library%2FCOVID-19-Coronavirus&data=04%7C01%7CCraig.Fordham%40customerservice.nsw.gov.au%7C130ba982353a4d53008608d9e1f8c236%7C1ef97a68e8>) for more information.

Explain how you will do this

Notify Safe work if a worker is hospitalised or dies from Covid -19

Now that you have finished, select the print button to print the plan or save as a PDF.

Last updated: 25 February 2022