

**> BE COVID SAFE.
HELP NSW STAY IN BUSINESS.**

Your COVID-19 Safety Plan

Entertainment facilities

Business details

Business name	SPLASH Waterpark
Business location (town, suburb or postcode)	Nelson Bay 2315
Select your business type	
Amusement centre	
Completed by	Anthony Kelly
Email address	info@splashwaterpark.jp
Effective date	8 November 2021
Date completed	24 November 2021

Wellbeing of staff and customers

Exclude staff and customers who are unwell from the premises.

Agree

Yes

Tell us how you will do this

Ask all staff and customers to confirm if they are feeling unwell, and if so politely ask them to leave the premises.

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

Agree

Yes

Tell us how you will do this

Inform all staff on the current rules regulations and health and safety procedures relating to COVID-19 .

Display conditions of entry including requirements to stay away if unwell, COVID-19 vaccination and record keeping.

Agree

Yes

Tell us how you will do this

Ask all customers to agree with all conditions of entry when booking, and record their answer. Clearly display conditions of entry signage printed from the NSW website to customers on entry to the premises.

Take reasonable steps to ensure all people aged 16 and over on the premises are fully vaccinated or have a medical exemption (including staff, customers and contractors). 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 for businesses is available at: <https://www.nsw.gov.au/covid-19/businesses-and-employment/covid-safe-business/vaccination-compliance-for-businesses>

Agree

Yes

Tell us how you will do this

Display signage printed from the NSW website clearly to customers informing them of the need to be and provide a fully vaccinated status, unless they have a medical exemption. Train staff to recognise and accept only valid forms of vaccination status.

Physical distancing

Capacity must not exceed 1 person per 2 square metres of space of the premises.

Agree

Yes

Tell us how you will do this

Limit the number of people in each area of the premises to 1 person per 2 square meters. These rules will be enforced by all staff, in particular the COVID Marshall.

Consider implementing a time-based booking or ticketing system to manage crowding if this is likely to occur. Promote online ticket purchasing and electronic ticket checking where available.

Agree

Yes

Tell us how you will do this

Our sessions will run off a hourly rotation where interaction between groups are minimised and shared equipment will be sanitised. Bookings and check ins will be done online.

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing such as ticketing areas and food/drink areas**
- **between seated groups**
- **between staff.**

Agree

Yes

Tell us how you will do this

A COVID Marshall will remind customers to keep 1.5m apart where possible
Social distancing signs will be displayed.
Cones placed 1.5m apart will be used in queues to reception.

Minimise mingling of different groups of people where possible, particularly people aged under 16 who may not yet be fully vaccinated.

Agree

Yes

Tell us how you will do this

A COVID Marshall will remind customers to keep 1.5m apart where possible
Staff will encourage customers to stay in their travel groups.

Equipment and play areas that result in significant close contact between children or are difficult to clean should be shut (e.g. ball pits).

Agree

Yes

Tell us how you will do this

SPLASH Waterpark will not use any equipment that could not be cleaned if needed.

Avoid congestion of people in specific areas where possible, such as popular rides/games.

Agree

Yes

Tell us how you will do this

Our inflatable waterpark layout is designed to avoid congestion using multiple entry and exit points.
Our reception is designed to avoid congestion using cones and signage.

Use separate doors or rope barriers to mark entry and exit points wherever practical.

Agree

Yes

Tell us how you will do this

Our reception will use signage and cones to mark entry and exit points.

Have strategies in place to manage gatherings that may occur immediately outside the premises.

Agree

Yes

Tell us how you will do this

A COVID Marshall will remind customers to keep 1.5m apart where possible
Staff will encourage customers to stay in their travel groups and not gather in entry and exit points.

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> and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

Staff will be informed on the relevant information in the 'COVID-19 guidance on ventilation' guide.

Use outdoor settings wherever possible.

Agree

Yes

Tell us how you will do this

An outdoor setting will be used whenever possible. Under normal circumstances the small reception trailer will be the only indoor area.

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

Agree

Yes

Tell us how you will do this

The reception trailer will have all windows and doors open whenever possible to increase natural 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).

Agree

Yes

Tell us how you will do this

Mechanical ventilation will not be needed for the reception trailer as it has sufficient natural ventilation.

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

Agree

Yes

Tell us how you will do this

Mechanical ventilation will not be needed for the reception trailer as it has sufficient natural ventilation.

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

Agree

Yes

Tell us how you will do this

Ventilation engineers will be consulted if necessary.

Hygiene and cleaning

Face masks must be worn by staff and customers over the age of 12 in indoor areas, unless exempt.

Note: People engaging in physical exercise are exempt.

Agree

Yes

Tell us how you will do this

Staff and customers who are in the reception and are over the age of 12 will wear face masks.

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

Agree

Yes

Tell us how you will do this

Create a hygiene and cleaning schedule for the company. Employers and employees will then follow this schedule and review it regularly.

Schedule includes the disinfecting and cleaning of doors, handles, taps, desks, sale devices and work equipment.

Provided multiple hand washing and sanitising stations.

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

Agree

Yes

Tell us how you will do this

We do not have bathrooms, but will inform the relevant people if the local public bathrooms are not well stocked.

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.

Agree

Yes

Tell us how you will do this

Create a hygiene and cleaning schedule for the company. Employers and employees will then follow this schedule and review it regularly.

Schedule includes the disinfecting and cleaning of doors, handles, taps, desks, sale devices and work equipment.

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, customers and contractors.

Agree

Yes

Tell us how you will do this

Print and clearly display NSW Government QR codes at the entrance, and ensure customers scan them and fill out their details before entering.

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the premises.

Agree

Yes

Tell us how you will do this

Print and clearly display NSW Government QR codes at the entrance, and ensure customers scan them and fill out their details before entering.

If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, customers and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

When a customer is unable to check in, a record of their name, contact number and entry time will be kept electronically.

Other types of venues or facilities within the premises must complete COVID-19 Safety Plans where applicable, including any play centres. If contact details are captured electronically upon entry to the main premises on the relevant day, additional collection of contact details

via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured where these sub-premises are gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

I agree to keep a copy of this COVID-19 Safety Plan at the business premises

Yes