



**COVID-19**  
**(Coronavirus)**  
**GUIDELINES**

**Australian Tennis Organisations**

**20 March 2020**

# COVID-19 GUIDELINES (Australian Tennis Organisations)

## 1. Purpose

- 1.1. The purpose of the COVID-19 (Corona Virus Disease 19) Guidelines is to provide an understanding of the disease and preventative steps for those who participate in the activities of an Australian Tennis Organisation (ATO).

## 2. Application

- 2.1. These Guidelines have been prepared to assist the following members of the Australian tennis community:
  - (a) persons and administrators appointed or elected to boards of directors, executives and/or committees (including sub-committees), including office bearers such as presidents, vice-presidents, treasurers, secretaries and selectors of tennis clubs, associations or other affiliated bodies;
  - (b) persons appointed or elected by tennis club, association or other affiliated organisation in relation to players and/or teams which represent such organisations including team management personnel such as coaches, managers, physiotherapists etc;
  - (c) tennis coaches (including assistant coaches) who:
    - (i) are appointed and/or employed by a tennis club, association or other affiliated body (whether paid or unpaid) or;
    - (ii) are a Tennis Australia Coach Member; or
    - (iii) have an agreement (whether or not in writing) with a tennis club, association or other affiliated organisation to coach tennis at a facility owned or managed by, or affiliated with that organisation;
  - (d) referees, umpires and other officials (eg lines persons) involved in the regulation of the game of tennis appointed by a tennis club, association or other affiliated organisation;
  - (e) participants at Australian Tennis events or an ATO.

Collectively, in these Guidelines identified as **Australian Tennis Organisations (ATOs)**

## 3. What is COVID-19

- 3.1 Coronaviruses are a large family of viruses that cause illness from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS).

- 3.2 Symptoms can range from mild illness to pneumonia. Some people will recover easily, and others may get seriously ill. People with COVID-19 may experience:
- a) fever;
  - b) cough;
  - c) shortness of breath;
  - d) fatigue and myalgia;
  - e) sore throat; and
  - f) tiredness.
- 3.3 There is evidence that COVID-19 spreads from person-to-person and is most likely spread through:
- a) close contact with an infectious person;
  - b) contact with droplets from an infected person's cough or sneeze; and
  - c) touching objects or surfaces (like doorknobs or tables) that have cough or sneeze droplets from an infected person, and then touching your mouth or face.

## 4. COVID-19 Personal Management Strategy

- 4.1 In order to stop or slow down the spread of contagious diseases public health officials recommended social distancing. This includes the practice of keeping a physical space between individuals and practicing good hygiene to reduce the likelihood of disease transmission.
- 4.2 Achieving a space between individuals of approximately of 1.5 meters at all times is advisable. For indoor gatherings of fewer than 100 people in an enclosed space, the Australian Government requires 4 square metres per person. Additionally, there is a stronger focus on creating space between individuals who have come together on a one-time or infrequent basis and who have very different travel patterns such as those coming from different countries, states or counties. For more information on social distancing, visit <https://www.tennis.com.au/play/covid-19>.
- 4.3 Everyone should practise good hygiene to protect against infections. Good hygiene includes:
- (a) Washing your hands frequently with soap and water, before and after eating, and after going to the toilet;
  - (b) Cover your cough and sneeze, dispose of tissues, and use alcohol-based hand rub;
  - (c) Avoid touching your face;

- (d) Keep your distance from people who are obviously sick;
- (e) Avoid contact with animals and their environment; and
- (f) Don't touch surfaces that may be contaminated.

4.4 If you are experiencing symptoms of COVID-19 it is recommended you take the following steps:

- a) If you have serious symptoms such as difficulty breathing, call 000 for urgent medical help;
- b) Contact the Healthdirect Helpline on 1800 022 222 to speak to a registered nurse or contact your GP by phone to arrange an appointment.
- c) Tell your doctor about your symptoms, travel history and any recent close contact with someone who has COVID-19.
- d) If you must leave home to see your doctor or live with other people, wear a surgical mask (if you have one) to protect others. If you don't have one, cover your cough and sneeze.
- e) Isolate yourself from others and use a separate bathroom if available;
- f) Wash your hands frequently with soap and water and use alcohol-based hand rub.

4.5 If you have recently returned from overseas, regardless of the location, you will be required to self-isolate for a minimum of 14 days. If you develop any symptoms during the 14 day isolation period, seek medical advice urgently. Prior to returning to work or training you will be required to obtain a 'certificate of capacity' from a medical practitioner.

## **5. Competitions, Tournaments Management Strategy**

5.1 Ensure all players, officials and volunteers are provided the with following and/or ensure:

- (a) a clean environment including toilets and changing rooms;
- (b) sanitizer or wipes are available at all points of contact, such as the Tournament Director's desk/office;
- (c) signage re handwasher and hygiene techniques are posted strategically (poster attached)
- (d) players must handle their own towels exclusively

i.e. players must not request towels from, or give their towels to ball kids at any point during the match

- (e) ball kids (and officials) are instructed not to handle players' towels at any time during a match;
- (f) players are solely responsible for their towels during changeovers (to be enforced by the Chair Umpire);
- (g) events should identify designated locations for towels (at each end of the court), making certain that each player is using a different location for their towel at each end of the court;
- (h) hand sanitisers should be provided for ball kids to use at changeovers (as necessary) – to reduce the risk arising from handling balls used by players;
- (i) events should provide a central location in which used towels provided by the event (as necessary) can be returned;
- (j) following every match, the designated towel areas must be cleaned with an appropriate disinfectant.

## 6. Prevention steps for Clubs

6.1 Clubs should practice good hygiene to protect against infections. At a minimum clubs should undertake the following and/or ensure:

- (a) clean all surfaces, such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and tables, at least once a day wearing disposable gloves;
- (b) clean any surfaces that may have blood, body fluids and/or secretions or excretions on them;
- (c) sanitizer or wipes are available at all points of contact ie Tournament Director's desk/office;
- (d) signage re handwasher and hygiene techniques are posted strategically;
- (e) ensure that food services meet appropriate hygiene standards, with all individuals handling food wearing personal protection equipment including aprons, gloves and masks;
- (f) food and beverages should not be sourced from areas of contamination or exposure; and
- (g) regularly remind and encourage everyone, particularly juniors, of the need to wash hands regularly and adopt the other principles of a good hygiene strategy.

## 7. Further information

Australian Government's Department of Health - <https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert#travellers-and-visitors>

Australian Institute of Sport - [https://ais.gov.au/health-wellbeing/covid-19#sport\\_relevant\\_updates](https://ais.gov.au/health-wellbeing/covid-19#sport_relevant_updates)

Centre for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

World Health Organisation - <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/situation-reports>

### Version Control

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