



# PRUFC COVID In Season Guide

Updated: 12th August 2020

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## Overview

The COVID management at PRUFC will be as follows:

- Create and Update this document that covers our operations during the full contact period (1st July - present)
- Create and Update the Return to Play Training document that covers our training during the non-contact period (15th Mar 2020 - 30th June 2020)  
**COMPLETE**
- Create a COVID Safety plan using the template provided by NSW Health
- Display COVID advice on our website for the various groups and activities that make up the club's operation. These will be referenced by the COVID safety plan
- Stay abreast of the COVID sporting guidelines on this site:  
<https://www.nsw.gov.au/covid-19/industry-guidelines/sports-recreation-and-gyms>

## Website

What appears on the website will be a distilled version of this document split into the following sections.

- General COVID Advice
- Training Advice
- Game Day Advice
  - Volunteers
  - Canteen
  - Changing Shed
  - During Game
  - Ground Cleaning
  - Spectators

## General COVID Advice

- If you have a suspected case or get a positive result for COVID-19 contact the Club Secretary, Kent Prusas (0414 085 191)
- Do not come to the game or training if unwell.
- Anyone who has visited Victoria 14 days prior to training or games day **MUST NOT ATTEND**  
PRINTOUT - No Recent Victorians
- Anyone who has attended any of the [Reported Case Locations](#) on the NSW Health Website **MUST NOT ATTEND**



### PRINTOUT - No Reported Case Locations

- Anyone with a temperature of 37.5° or more should go home  
PRINTOUT - Health Advice
- Maintain good hygiene practices  
PRINTOUT - Good hygiene  
PRINTOUT - Wash hands
- Keep social distancing 1.5m apart  
PRINTOUT - Social distancing
- Encourage everyone to download and install the COVID Safe App  
PRINTOUT - COVID safe app
- 1 person per 4m<sup>2</sup> in internal spaces
- If anyone living in your house gets tested for COVID-19, they must self-isolate until their test results are returned. You may still leave your house as long as you have not been tested. [See here for more information](#)

## Training

- Train as normal with a few exceptions
- There are currently no restrictions on group size, contact, equipment or mingling between groups.

## Rules

- We are required to maintain records of attendees at training for 28 days
- All people training must be registered on Fusesport.
- Each grade uses 1 cleaning pack and 1 equipment pack
- Water bottles are not to be shared
- You may go to the pub afterwards
- We would prefer you not to use the showers as you will have to clean them afterwards



## Player

1. Change into your training gear before you arrive.
2. Bring your own water bottle
3. Arrive
4. Use Hand Sanitizer
5. Train
6. Help with cleaning if asked.
7. Use Hand sanitiser

## Coach

1. Arrive
2. Use Hand Sanitizer
3. Train
4. Clean equipment (balls, pads, cones)
5. Use Hand sanitiser

## COVID Supervisor

- Have a copy of this document and all supporting information including the RA COVID-19 Protocols on hand.
- Take the role call (at a safe distance)
- Refill Hand sanitizer
- Ensure cleaning before and after is carried out

## Equipment Pack

All equipment must be kept together

- balls
- Cones

## Cleaning Pack

- Two Rags
- 1 Bottle of disinfectant spray
- 1 bottle of hand sanitiser

## Game Day

### COVID Supervisor

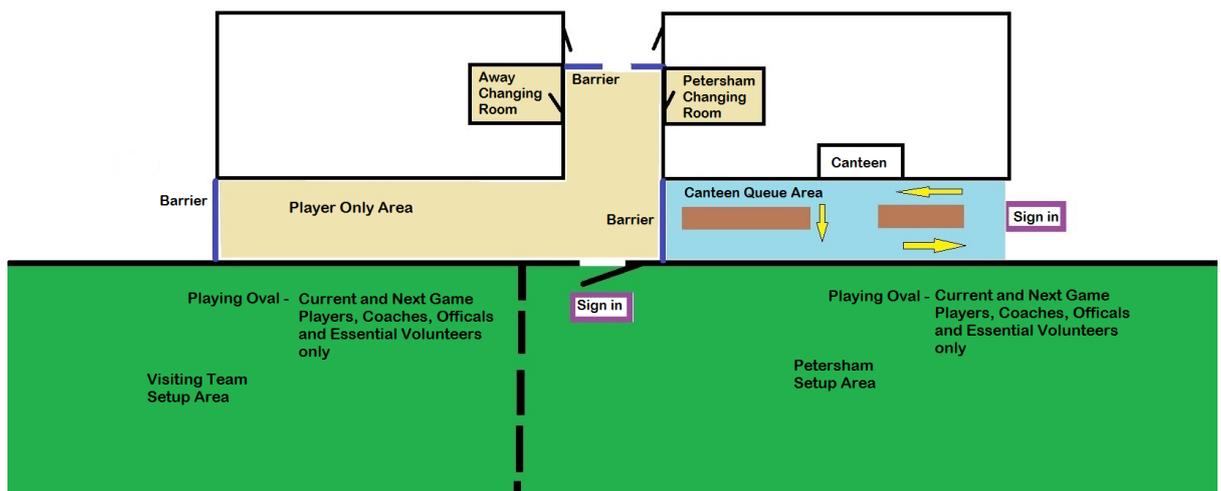
- Maintain records of attendees for 28 days (Name and phone number)

- Log all attendees.
- Bring tape and a marker to help mark water bottles.
- Remind people to social Distance
- Ask if people have been to Victoria in the past 14 days and ask them to leave if they have.
- Ask if people have been to the [reported cases locations](#) and ask them to leave if they have.
- Have a non-contact thermometer available if possible.
- Ensure people leaving the ground do not mingle outside  
PRINTOUT - Finished for the Day, Go Home

## Ground

- The ground will be setup as in the diagram below:

Camperdown Oval - COVID Setup Map



- Only players, coaches and officials and those volunteers required may be inside the fence on Game day  
PRINTOUT - Current and Next game only on Pitch.
- Players for the next game may only move onto the field when they begin to warm up
- Players have a sectioned off area off the ground including changing rooms  
PRINTOUT - Players Enclosure



- The Canteen Queue will be separated from the Player's Area
- Sign-in will be required for canteen customers and players
- The grounds will be patrolled by COVID Marshalls to ensure Social Distancing and that players move on after finishing.
- Hand sanitizer to be made available at the entrances and around the ground  
Hand Sanitizer stations will have posters on poles to help identify their location.  
PRINTOUT - Hand Sanitiser Station
- Water Based spray paint and chalk will be used to mark 1.5m marks on the ground  
PRINTOUT - Stand on the Marks
- Disinfectant and Gloves are available for attendees at the Canteen  
PRINTOUT - Disinfectant and Gloves available
- At the end of the day
  - Disinfect all tables and chairs and seating area
  - Wipe down all playing equipment
  - Clean Showers and Changing rooms
  - Clean Canteen

## Volunteers and Staff

- All volunteers will be provided with the information below
- If you want to know when to get tested click [here](#)
- Physical Distancing guidelines [here](#)
- Follow the cleaning guidelines as stated in the Canteen and the Changing Rooms sections
- How to manage a sick visitor?  
Safe Work Australia recommends the following process:
  1. Isolate the person
  2. Seek advice and assess the risks
  3. Transport
  4. Clean and disinfect
  5. Identify and tell close contacts
  6. Review risk management controls



For more detailed information there is a weblink [here](#). Scroll down to or search for “What action should I take if I suspect someone at my workplace has the virus or has been exposed?”

## Matches

- Playing balls, Post covers, Corner flags, AR flags and ground markings to be cleaned between each match.

## Players

- Once a player has finished playing they are not to become a spectator. They are encouraged to leave. They may become a volunteer. Those protocols then apply.
- We are required to maintain records of attendees for 28 days
- All players must be registered on Fusesport (whether they are taking the field or not)
- Players are to attend for essential times only.
  - Ground setup
  - Warm-up
  - Game
  - Backup Game
  - Post Game essential activities.
  - Ground Clean-up
- Players are strongly encouraged to shower at home.
- If players shower they must clean and disinfect the shower with the cleaning products provided.
- The council has provided hand sanitiser in the changing rooms, please use it.
- Players must supply their own water bottles. Have them clearly marked.
- Filling Water bottles
  - There is a tap in the home changing room for this
  - Hand santize before and after
  - Wipe the tap and nozzle with a disinfectant wipe when finished
- Do not put on a used playing jumper
- Collect all used tape after the game and put it in the bin.
- Use Hand sanitizer when you arrive and when you are finished playing



## Changing Rooms

- 10 people maximum in the changing rooms based on changing room measurements of 5m x 7m + 3m x 2m = 41m<sup>2</sup>
- Display maximum occupancy on the door  
PRINTOUT - Maximum room occupancy for each changing room
- Showers
  - Cleaned by the occupant after each use.
  - A cloth and disinfectant and cleaner to be available for each shower stall
- Surfaces and high contact areas to be cleaned every hour or after every game. This includes Showers, basins, door handles, toilet surfaces (e.g. flush button, seat), switches, taps)
- Surfaces to be cleaned at the end of the day.  
PRINTOUT - Record Cleaning schedule. E.g. Like a toilet in McDonalds
- Water bottles can be filled from the centre tap in the changing rooms
- Have disinfectant wipes near the water bottle tap.
- The council has provided hand sanitiser in the changing rooms
- Hand washing instructions posted above basins  
PRINTOUT - Handwashing

## Teams

- A cleaning pack is provided for each team
- Disinfect your equipment once you have finished warming up with it
- Ensure Players use hand sanitizer first thing
- Ensure Players use hand sanitizer once they have finished
- Ensure enough jumpers are available for players
- Do not put a player in a used jumper
- Collect all used jumpers immediately after the match.
- Ensure players put their used tape in the bin



- No post/pre-match talks in the changing rooms as that exceed maximum occupancy

## Team Cleaning Pack

- Disinfectant wipes
- Disinfectant and cloths
- Hand sanitizer

## Canteen and Meeting Room

- There are no further restrictions on serving food as COVID is not a foodborne disease.
- Anyone with a temperature of 37.5° or more is unable to work in the canteen and should go home.
- 4 people maximum in the canteen based on measurements of 3.5m x 4.57m = 15.75m<sup>2</sup>
- 12 people maximum in the function room based on measurements of 7m x 7m = 49m<sup>2</sup>
- Display maximum occupancy on the door  
PRINTOUT - Maximum room occupancy for each room
- We are required to maintain records of attendees for 28 days
- All volunteers must be registered on Fusesport
- Clean surfaces and utensils regularly
  - once an hour.
  - Maintain a record of cleaning
  - Surfaces to be cleaned at the end of the day.
  - PRINTOUT - Record Cleaning schedule. E.g. Like a toilet in McDonalds
- Gloves
  - Use gloves when preparing food
  - Discard gloves once finished
  - Use gloves when handling cash
- Wash hands with soap and water regularly
- Perhaps have one person dealing with payment and one person getting the order



- Make protective face masks available.
- Volunteers are encouraged to complete the COVID-19 Food Awareness Training Course. <https://www.foodauthority.nsw.gov.au/covid-19-awareness-food-service-training>
- Do we require a perspex shield? Not at the moment.
- Mark out 1.5m spots for people queuing
- Contactless payment preferred
- Anyone showing COVID symptoms is not to be served and should get tested  
PRINTOUT - COVID symptoms won't be served
- Condiments not freely available, to be applied by server
- Perhaps provide sachets on request.
- Serviettes not freely available, they are provided on request
- Hand washing instructions posted above basins  
PRINTOUT - Handwashing
- Wash hands regularly  
PRINTOUT - Wash hands
- Encourage people to read the advice on the NSW Food Authority page  
<https://www.foodauthority.nsw.gov.au/help/covid-19-advice-for-businesses>
- Encourage people to do the NSW Food Authority COVID Awareness course (takes 20mins)  
<https://www.foodauthority.nsw.gov.au/covid-19-awareness-food-service-training>

## Spectators

- Currently we are discouraging spectators from attending.
- Only essential personnel (players, game management and game day management staff) to attend
- Anyone who must remain must maintain 1.5m social distancing (household members excepted)
- Police will be checking and fining non-compliance



## When Spectators Return

- We are required to maintain records of attendees for 28 days
- Any regular spectators are encouraged to be registered on Fusesport
- All spectators on the oval must sign in
- Spectators to maintain 1.5m social distancing. Water Based spray paint will be used to mark 1.5m marks on the ground.  
PRINTOUT - Social distancing  
PRINTOUT - Please stand on the Marks

## Physio

- All equipment must be disinfected between patients



## Supporting information

- Council Email
- NSW Subbies email
- RA info

### Subbies Email - 5th August 2020

You would be aware there is heightened need for sporting clubs to continue to be vigilant around our Covid-19 responsibilities. In fact, with the resurgence of cases and hotspots, clubs need to be even more vigilant – *particularly in controlling social distancing on the sidelines on match day.*

Put bluntly, the future of our competition is in our hands – work to comply with the new Covid environment (and we appreciate it is not easy) or face the consequences from the health authorities.

We will continue to remind everyone of their obligations each week so we can ensure these standards are maintained through to the end of the season.

We understand the extra burden the following puts on clubs, but it is necessary.

**Effective immediately, regardless of what your Safety Plan and your Council requires, all Suburban Rugby Clubs must now follow these NEW DIRECTIVES:**

- Clubs that play on a fenced oval (i.e. a cricket ground) will be required to prohibit spectators from entering the oval. Only reserves and team/match officials - NO ONE ELSE – will be allowed on the sideline, and all must be properly spaced.
- At all other venues, home clubs will be required to designate the two sidelines as Home and Away and ensure both clubs – players, volunteers, medical personnel, spectators – keep to their respective sides, again all properly spaced. (If only one sideline is available there must be a clear and obvious distance between the two Clubs AND social distancing spaces must be maintained and enforced.)
- All clubs are to proactively patrol their sidelines throughout the day and enforce social distancing. For bigger clubs this will require more than one person and so



extra Covid safety volunteers will need to be in place to make sure these directives are being carried out.

- All clubs are to direct their players to “get in, play, get out”. Only reserves and volunteers may remain at the venue after their game. Players are not to be spectators. Clubs should reconsider the necessity of any planned away game bus trips.
- Clubs should use social media and communications with supporters to discourage attendance at matches.
- NSW Rugby TV on Cluch can provide livestreams of your games so that supporters can watch remotely. There is a cost, but clubs should consider NSW Rugby TV as another possible tool in their Covid Safety Plan. Contact Gus Seebeck from Cluch: [gus@cluch.tv](mailto:gus@cluch.tv) 0488 019 881
- Please again make sure your club officials are familiar with your Covid Safety Plan and the above new directives.

The above is IN ADDITION to the existing training and game day protocols:

- Change rooms, where possible, are not to be used for pre or post-match team gatherings or team talks
  - All teams should have as part of their team kit a supply of disinfectant wipes.
  - The sharing of water bottles is prohibited. Players are to provide their own clearly marked water bottles so that it is easily identifiable to all.
  - Dirty jerseys not to be shared between players. Ensure adequate clean jerseys for each starting lineup and eight reserves/team.
  - Don't leave playing equipment and team apparel lying around. Clean it. Store it.
  - Your physios should be across this, but physio tables, medical areas are to be thoroughly cleaned between “patients”.
  - At the conclusion of the match, teams must vacate the playing area and remove any equipment, apparel and used tape from the area.
- Clubs who can run a canteen with council approval, must maintain and enforce the social distancing rules for those waiting for service.

If you have any questions, please give me a call.

Thanks,

Tim Richards



## Subbies Email - 17th July 2020

With an increase in COVID-19 cases the NSW Government has released a statement in regards to community sport.

PLEASE READ ATTACHED AND BELOW CAREFULLY

- Please remain vigilant
- Continue to liaise closely with your council
- Amend your [Safety Plan](#) as required.
- Be proactive and take charge of the conditions at your ground – don't allow spectators to congregate, monitor and police the use of indoor and canteen facilities

Clubs are being asked to “take all reasonable steps to minimise the number of spectators attending community sport events.” The 500 participant limit remains, but under current conditions Ladies Days, Gala Days, etc are not appropriate and should not be held.

We know it's not easy and there are a million and one things to do on game day, but this is NOT normal operations and clubs must adapt.

If you need help, please ask.

Good luck. Have fun. Stay safe.

Cheers,

Tim Richards

Competition Manager

NSW Suburban Rugby Union



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## Council Email - 16th July 2020

Dear Seasonal Hirers

As a result of the rising case numbers on COVID-19 in NSW, the Chief Health Officer, Dr Kerry Chant, has today advised that NSW Health will be updating the COVID-19 Safety Plan templates.

Attached is a letter from Dr Chant to peak sporting organisations that documents key changes that will need to be implemented by community sports organisations as a matter of priority. Updated COVID-19 Safety Plan templates from the NSW Office of Sport will be available from this evening at the link here: <https://www.nsw.gov.au/covid-19/industry-guidelines/sports-recreation-and-gyms>

Please note that sport and recreation organisations will be required to *“Take all reasonable steps to minimise the number of spectators attending community sport events.”* Please keep this in mind for competitions this weekend and alert your members.

All sporting organisations that are currently exercising winter allocations on Inner West Council grounds will need to promptly update their existing plans – [reference the new template link](#) for community sporting competitions and full training [here](#). We ask you email your updated to Plan to Heather or Leanne by next Tuesday 21 July.

We do appreciate the burden this is placing on volunteer organisations however it is a requirement that is about increasing safety and reducing the spread.

Warm regards, Carla

Carla Stacey

IWC - Office of Sport Coordinator



## Council Email - 26th June 2020

Dear Seasonal Hirer

Some important information that relates to the return of winter competition and adjusted seasonal change dates.

### **FROM 1 JULY - NSW Government approves Return to Play for community sport - full training and competition**

**COVID-19 plans** - Inner West Council requires seasonal sport hirers to apply and comply with current NSW government Public Health Orders.

- Attached are three documents from Sport NSW that can assist you. A COVID-19 Safety Plan and Checklist for Community Sport. Guidelines for Participants and Spectators and Venue Guidelines. Please read and apply.
- All sporting code peak bodies have issued and update guidelines for their community clubs. Please ensure you keep current.
- We have been informed NSW Police are doing spot checks at parks to check compliance.
- References - [Football NSW](#), [Netball NSW](#), [AFL NSW/ACT](#), [Baseball NSW](#), [NSW Rugby League](#), [NSW Ultimate](#) and [Rugby NSW](#).
- NSW Government [current and future COVID-19 rules](#)
- NSW Office of Sport [COVID-19 updates](#)

**Canteens** - from 1 July canteens at IWC sporting grounds can be open

- The operation of canteens must comply with the Public Health Orders that relate to cafes and restaurants. Please see [NSW Health](#) and [NSW Food Authority](#)
- It is the hirers responsibility to ensure that canteen is clean and hygienic prior to first use. Please check and prepare in advance as canteens have not be used or accessed for months

**Change rooms** - from 1 July change rooms can be open

- Inner West Council is conducting a deep clean of all sporting ground change rooms prior to competition Round 1. For grounds used by CDFSA Football Clubs the



change room cleaning will be done by Friday 3 July. For all other sports the cleaning will be done by Friday 11 July.

- Council is installing hand sanitiser wherever possible near the entry of each change room. If they are unable to be installed on the wall there will be free standing ones.
- Public toilets will still be cleaned twice daily.

### **Club rooms** - from 1 July club rooms can be used

- For sporting grounds that have club rooms they can be open and used by 1 July
- Council is conducting a check of club rooms prior to competition Round 1.
- The ongoing cleanliness of club rooms will be the hirers responsibility. Where there is multiple users and shared ground each hirer must leave the club room clean at the end of their session.

**Signage** - there are key messages around hygiene and distance that you need to reinforce with your spectators, participants and officials around your venue. Many codes have created print out A4 posters to assist. If you don't have them, please let me know and I will assist.

**Wet Weather** - notification of ground closures occur as per normal.

- Please check IWC ground status website after 3pm Monday-Friday:  
<https://www.innerwest.nsw.gov.au/explore/parks-sport-and-recreation/sporting-ground-status>

### **SEASON CHANGE - delayed winter and summer changeover**

- I have been working closely with peak bodies, competition organisers, affected sporting groups and IWC parks operation team who prepare the grounds to determine the needs and practical considerations of delayed season handover.
- We are almost finalised and confirmation of arrangements - ground by ground - will be done by next week.
- As a general guide all community winter sports will finish on or before the 4th October long weekend.
- Winter seasonal hirers will be individually contacted over the next couple of weeks by the Park Engagement Office - Heather or Leanne - to confirm September arrangements.
- If you have concerns, please send me an email.



## WINTER SEASON INVOICES

- Council is very aware of the financial impact the COVID-19 restrictions have had on community clubs. Council has also been significantly affected.
- We are only invoicing hirers for the allocations they have elected to use. We have asked each time restrictions have been eased - return to train and return to play - hirers to nominate if they are activating full or partial allocation.
- After Parks Engagement Officers have confirmed the September allocations with each hirer we will be issuing invoices in August and they will be due in September. Please ensure your Treasurer's are aware of this timing.

## GROUND ISSUES

- If there are maintenance or issues at your sporting ground or amenities block please email your Parks Engagement Officer - Leanne or Heather - with the specific information including picture. They will respond to in their working hours.
- You can also lodge (and track) any issue direct with Council 24/7 here: <https://www.innerwest.nsw.gov.au/about/get-in-touch/report-an-issue-request-a-service>
- If there are issues that relate to vandalism, criminal or anti-social behaviour these need to be brought to the Police attention ASAP. Please have their local police phone numbers on hand to report. You can subsequently notify Council to address any damage.

## CLOSURE NOTIFICATION

The seasonal users of these grounds have already been notified of the forthcoming closures. However it is important for all sporting groups know this is occurring and Council has reduced capacity for this period. Both grounds having significant upgrade and improvements to their playing surfaces. We look forward to their relaunch for the Winter 2021 season.

- Henson Park – Tuesday 6th Oct 2020 to Friday 2nd April 2021
- Tempe Reserve – Tuesday 6th Oct 2020 to 7th May 2021

## ANYTHING ELSE?

Hopefully this summary covers most questions and provides the important information groups require to return to play. We are pleased that the community is able to be activated again in the sports they love.



Please email if you have any questions regarding the above. I will be out of the office today but will respond on Monday 29 June.

I really appreciate the assistance, support and consideration given by administrators through this challenging period.

Kind regards, Carla

+61 2 9392 5024

[carla.stacey@innerwest.nsw.gov.au](mailto:carla.stacey@innerwest.nsw.gov.au)

0408 604 001



## Subbies Email - 23rd June 2020

Thanks to those who zoomed in to last night's divisional meeting.

Please see attached:

1. Notes from the meeting.
2. 2020 Trial Form – host clubs to return ASAP so that refs can be sorted. Note, St Pats (Div 2) are looking for a trial on 4 July (can host or travel). Contact David Walsh 0408 555 450 president@sprc.com.au
3. **New advice just received from the NSW Dept of Health advising that within the allowed groups of 20, full contact training IS IMMEDIATELY ALLOWED.** Would still recommend that you talk to your council prior to resuming contact.

Cheers,

Tim Richards

Competition Manager

NSW Suburban Rugby Union

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## Subbies Email - 13th June 2020

### **More Good News #1:**

Following Wednesday's good news of full contact rugby resuming 1 July, Subbies Clubs can now immediately increase training groups to 20 people.

If your council doesn't believe you, send them the link from Office of Sport:

<https://sport.nsw.gov.au/novel-coronavirus-covid-19#Update%20as%20at%2021%20May%202020>



Note, all other social distancing and hygiene requirements remain in force.

## Subbies Email - 11th May 2020

### Return to Non-Contact Training

From this Friday, 15 May, Subbies clubs can start non-contact training in groups of up to 10 people.

There are a number of restrictions, rules and recommendations that go with this, so PLEASE READ CAREFULLY:

#### PRIOR TO TRAINING

- ***Any person showing signs and symptoms of COVID-19 must not attend training and must seek medical advice. This MUST be communicated forcefully to your players.***
- ***Get in, train, get out*** - Training is not a social occasion
  - Players must be prepared for training prior to arrival so as to minimize the need to use change rooms, bathrooms
  - Ideally, changerooms are to stay closed. Players are not to congregate indoors at any time
  - Players are to bring their own water bottles
  - Players are to register as normal via the Fusesport Rugby App
  - Players are to download the COVIDSafe App
- Clean your training equipment and facilities. Hand sanitizer to be readily available pre, post and during training
- Make sure your council/ground owner knows you will be commencing training
- Club officials to familiarize themselves with the [protocols](#) for a player testing positive for COVID-19

#### DURING TRAINING



- Training must be in groups of no more than 10 people, including coaches. Those 10 people must have adequate spacing, maintaining a distance of 1.5m while training where possible.
- Training is non-contact - No tackling of players, no rucks, mauls, scrums or lineouts. Accidental contact will inevitably occur but there is to be no deliberate body contact drills
- Emphasis to be on fitness and skill drills using a ball, kicking and passing. No touch football or Oztag.
- Clubs can have multiple groups of 10 training at once but they must be entirely distinct and separate, properly spaced apart and the groups are not to interact or mingle with each other before, during and after training
- Footballs and tackle BAGS (not hit shields) are allowed, but must not be shared between groups. (e.g. do not set up a tackle bag station which each group takes turns at.)

### **AFTER TRAINING**

- Players to go home ASAP and shower
- No socializing or group meals
- Clubs to clean equipment

### **2020 SEASON**

- The government has announced a three step progression towards relaxing restrictions
- The NSW government has not given an exact timeline of this progression, other than Step 1 starts this Friday
- We'll advise the time and details of Step 2 ASAP. Step 3 is full contact, with matches allowed.
- Subbies is still aiming at a pre-season, followed by a competition starting mid-July with 7 rounds and finals
- We are working on what a half-season will cost. Budget for \$2000/team, but note that is an estimate only.

### **FINAL NOTE**

- **The quickest way to kill off our chances of getting a comp going this year is to ignore the above**



- **PLEASE get your Covid-19 procedures in place and encourage your players back to training**

Don't hesitate to contact me if you have any questions or problems.

Cheers and good luck.

Tim Richards

Competition Manager

NSW Suburban Rugby Union

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## NSW Rugby COVID-19 Protocols

<https://nsw.rugby/participate/return-to-play>