

Tennis Activity During COVID-19
Alert Level Guidelines (last updated 20/10/21)
Excluding Auckland



LEVEL	KEY CENTRAL GOVERNMENT MEASURES	TENNIS NZ MEASURES	WHAT WE RECOMMEND FOR TENNIS ORGANISATIONS (REGIONS, ASSOCIATIONS, CLUBS, COACHES & FACILITIES)
LEVEL 4 - Sustained and intensive transmission - Widespread outbreaks	- People instructed to stay at home. - Educational facilities closed. - Businesses closed except for essential services and lifeline utilities. - Rationing of supplies and requisitioning of facilities. - Travel severely limited. - Major reprioritisation of healthcare services.	- All organised tennis competition, training and in person education under the mandate of Tennis NZ and Regions cancelled or postponed. - All Tennis NZ Performance Squad/Programme Training cancelled. - All in person workshops, conferences, face to face meetings and other external activities not taking place – postponed and on hold. - Tennis NZ offices shut – all staff working from home. - No international or domestic travel for Tennis NZ staff. - Tennis NZ will conduct all internal and external business via video conferencing/telephone.	- Shut all facilities, offices, clubs, and suspend all coaching and tennis activities. - All staff and/or volunteers should work from home. - No tennis activity happening at clubs or facilities.
LEVEL 3 - Community transmission occurring OR - Multiple clusters break out	- Travel in areas with clusters or community transmission limited. - Affected educational facilities closed. - Mass gatherings cancelled. - Public venues closed (e.g. gyms, pools, libraries). - Alternative ways of working required, and some non-essential businesses should close. - Non face-to-face primary care consultations. - Non acute (elective) services and procedures in hospitals deferred and healthcare staff reprioritised.	- All organised tennis competition, training and in person education under the mandate of Tennis NZ and Regions cancelled or postponed. - All Tennis NZ Performance Squad/Programme Training cancelled. - All in person workshops, conferences, face to face meetings and other external activities not taking place – postponed and on hold. - Tennis NZ offices shut – all staff working from home. - No international or domestic travel for Tennis NZ staff. - Tennis NZ will conduct all internal and external business via video conferencing/telephone.	Clubs and centres can choose to open courts under the following conditions: - A safety plan must be in place which is communicated clearly to all members, visitors and customers. - A contact tracing check in poster must be in place. We recommend you use the Ministry of Health NZ Covid Tracer QR code poster. Use R911288 for the LocationBIC code in the template spreadsheet. - Online court bookings made in advance are recommended. - Play with those within your household bubble only – Do not arrange to meet anyone else to play. - Appropriate health and safety measures must be in place. - Courts are open only. Buildings, clubhouses, toilets, showers etc remain shut. - Only players can go to the courts (no spectators) - Hand sanitiser must be accessible by the gate/entrance to courts. - Hand sanitiser should be used regularly and certainly on entry and exit to the courts. - Equipment not to be shared with anyone outside of your bubble. - Maintain physical distance of at least 2 metres with those outside of your bubble. - Professional coaches must work from home and use online and video conferencing facilities to deliver their training. - Read the Sport NZ Alert Level 3 guidelines

Please continue to monitor for further updates:

<https://covid19.govt.nz/>

<https://health.govt.nz>

<https://tennis.kiwi/covid-19/>

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LEVEL 2 - The disease is contained but the risk of community transmission remains. - Household transmission could be occurring. - Single or isolated cluster outbreak	- People can reconnect with friends and family, go shopping, or travel domestically, but should follow public health guidance. - Physical distancing of two metres from people you don't know when out in public is required. - Restrictions on gatherings apply. Gatherings may be up to 10, 50 or 100 people depending on localised rules. - Sport and recreation activities are allowed, subject to conditions on gatherings, contact tracing, and physical distancing. - Public venues can open but must comply with public health measures. - Health and disability care services operate as normally as possible. - Businesses can open to the public but must follow public health guidance including in relation to physical distancing and contact tracing. Alternative ways of working encouraged where possible (e.g. remote working, shift based working, physical distancing, staggering meal breaks, flexible leave). - It is safe to send your children to schools, early learning services and tertiary education. There will be appropriate measures in place. - People at higher-risk of severe illness from COVID-19 (e.g. those with underlying medical conditions, especially if not well-controlled, and seniors) are encouraged to take additional precautions when leaving home. They may work if they agree with their employer that they can do so safely.	- All organised tennis competition under the mandate of Tennis NZ is risk assessed and delivered only if government requirements can be met. - All Tennis NZ Performance Squad/Programme Training are held based on government requirements being met. - All Tennis NZ in person workshops, education, face to face meetings and external activities risk assessed and held based on government requirements being met. - Tennis NZ offices open on rotation basis to limit staff numbers and practice safe physical distancing. - No international or domestic travel for Tennis NZ staff unless absolutely necessary. - Tennis NZ will conduct the majority of external business via video conferencing / telephone.	The following page shows recommendations and examples for tennis organisations to operate safely at Alert Level 2.

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ALERT LEVEL 2 – scenarios for tennis

Contact Tracing and Record Keeping

Government contact tracing QR code posters **must** be displayed at various points throughout your club or venue, or for your coaching business. You must also provide a manual check in option for those unable to scan a QR code (examples below). More information on contact tracing is available from the [Covid 19 website](#).

There are a few options for contact tracing at your club/venue:

- Display multiple QR code posters (use the Ministry of Health NZ [Covid Tracer QR code poster](#). Use R911288 for the LocationBIC code in the template spreadsheet)
- It is recommended that contact tracing is undertaken in other places where people gather such as club rooms and changing rooms
- If you have staff on site during opening hours visitors can provide their details to them
- To provide an alternative for those that can't use the Covid Tracer app, provide slips of paper and a collection box (for privacy requirements) for visitors to complete their details ([record keeping box template poster](#))
- Use existing record-keeping systems, such as swipe-card access court/coaching/course bookings (remember that this method will not capture spectators, other players, or parent/guardians bringing children to the club)
- All participants and spectators should complete contact tracing via a QR code scan, or paper form. The register should be accessible to the Ministry of Health for contact tracing purposes at all times up to 4 weeks after the contact took place. This process should be detailed in your organisation's plan for safe operation – a safety plan is provided here: <https://tennis.kiwi/covid-19/resources/>

Indoor public facilities – face coverings and physical distancing

- Staff and coaches are encouraged to wear a face-covering as they are in contact with many people
- Staff, coaches and customers must keep 2 metres apart from others
- Customers, players and members should wear a face covering whenever possible, but it is not a requirement when playing tennis

Gathering at tennis clubs and facilities

- A person in charge of a gathering or event must ensure records are kept for contact tracing purposes
- Tennis entities can operate with a maximum of 100 people indoors or 100 outdoors with physical distancing of 2m. For smaller venues a lower maximum number may be more appropriate to maintain physical distancing. Check your local alert level regularly for any changes to gathering numbers
- The 100 person limit include players and spectators. Referees, officials and other workers or volunteers providing services to the event or activity are not included in the 100 people
- You can have multiple gatherings of 100 indoors as long as each space is divided by walls (not partitions) that substantially divide each space and don't share airflow
- You can have multiple gatherings of 100 outdoors as long as there are measures to keep the groups separate with appropriate distance of at least 2m between courts
- Groups must not mingle or share common facilities or equipment at the same time. You should use separate entrances or exits for different groups, or phase timing or arrival and departure to allow people to pass through these areas safely
- You may need to restrict the number of spectators or ask people to register in advance
- Now is not the time to have a large club prizegiving or event, think about keeping things simple
- If you are holding events or competitions, limit numbers to ensure physical distancing can take place, take extra care to clean surfaces and when preparing food to minimise risks

Coaches and Coaching

- Keep a record of all attendees and spectators through the Covid Tracer app, or other record keeping method
- Coaches will need to consider numbers for group sessions. e.g. for a Hot Shots red session, plan for a maximum group number which minimizes the amount of contact between players and allows players and coaches to maintain physical distancing whilst not playing
- Measures should be taken to minimise the sharing of equipment/ balls. However, for activities where equipment must be shared ensure that all participants wash and dry their hands before and afterwards and clean and disinfect the equipment before and afterwards

Public

People may participate in tennis, including where physical distance cannot be maintained. This means that training and competition for tennis is possible if other public health measures are observed

- There is a legal requirement to keep a record of all those age 12 and above who attend indoor public facilities such as tennis centres and gyms/studios/exercise facilities
- Indoor public facilities - If people can safely maintain 2 metre physical distance, there is no limit on how many people can be inside
- You must keep 2 metres physical distance from people you do not know when not playing
- Sign in using the Covid Tracer app or manual method provided by the club, venue, or coaching business
- Wash or sanitise your hands before and after using shared equipment like tennis balls
- It is recommended to wear a face covering before and after playing tennis, or when spectating

Cleaning, Hygiene & Safety

Facilities with employees must have a WorkSafe plan in place and a safety plan is recommended for all clubs, venues and businesses. A template is provided here: <https://tennis.kiwi/covid-19/resources/>

- Participants and coaches should wash and dry/sanitise their hands before and after playing; equipment should be sanitised before and after playing
- Measures should be taken to minimise the sharing of equipment/ balls. However, for activities where equipment must be shared ensure that all participants wash and dry their hands before and afterwards and clean and disinfect the equipment before and afterwards
- Exercise caution with common touch points (e.g. gates or doors) and wash or sanitise your hands after touching these surfaces. Facilities must have a written plan for safe operation in place. Water, soap and towels/drier, or hand sanitizer containing at least 60% alcohol should be made available for participants

If unwell

If you or members of your household are unwell, you should stay home. You must not participate in physical activity (or leave home) if you are displaying symptoms of COVID-19, awaiting a test result, or required to self-isolate

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LEVEL 1	• If you're sick, stay home. Don't go to work or school. Don't socialise. • If you have cold or flu symptoms call your doctor or Healthline and make sure you get tested. • Wash your hands. Wash your hands. Wash your hands. • Sneeze and cough into your elbow, and regularly disinfect shared surfaces. • If you are told by health authorities to self-isolate you must do so immediately. • If you're concerned about your wellbeing, or have underlying health conditions, work with your GP to understand how best to stay healthy. • Keep track of where you've been and who you've seen to help contact tracing if needed. Use the NZ COVID Tracer app as a handy way of doing this. • Businesses should help people keep track of their movements by displaying the Ministry of Health QR Code for contact tracing. • Stay vigilant. There is still a global pandemic going on. People and businesses should be prepared to act fast to step up Alert Levels if we have to. • People will have had different experiences over the last couple of months. Whatever you're feeling — it's okay. Be kind to others. Be kind to yourself.	• Good hygiene for all staff at all times • Events and competitions will be held with an expectation of good hygiene from all staff, players and attendees. Venues will display government best practice signage and appropriate QR code contact tracing/tracking posters. • All Tennis NZ Performance Squad/Programme Training will be held following best hygiene practices. • All Tennis NZ in person workshops, education, face to face meetings and external activities will be held following best hygiene practices. • Tennis NZ offices are open. Staff can travel domestically, and international travel is restricted to a case by case basis. • Tennis NZ will conduct external business in person or via video conferencing/telephone	Level 1 is as close to business as usual. To keep everyone safe, for coaches, clubs, tennis centres and businesses these golden rules will apply: • Display hygiene signage prominently on your courts, club rooms, entrances, noticeboards: • Good hygiene practices • QR code tracer poster. We recommend you use the Ministry of Health NZ Covid Tracer QR code poster. Use R911288 for the Location BIC code in the template spreadsheet. • Keep things clean or closed. Ensure a regular cleaning schedule is in place for shared areas such as changing rooms, toilets, clubrooms, bar tables, door handles. • Manage larger events well – for example, at club fundraisers and prizegivings ensure all attendees register to attend (or, as organizer, keep a good register) especially if you can't guarantee that people will have checked in using the QR code tracer displayed at your venue.