

New Zealand Rugby COVID-19 Level 2 Changing Room Requirements

This checklist is to be read in conjunction with Guidelines from the Ministry of Health, Sport NZ, and any other authority under which your club or school operates. It represents the **minimum** level of required planning before changing rooms can be utilised for training and match day operations.

Use of Changing Rooms cannot proceed without the following requirements being in place and is subject to approval by your Provincial Union.

Requirement	Considerations	Club Person Responsible	PU Sign Off
Are there any requirement from any authority that controls/owns your changing facilities that needs to be factored into your plans?	<ul style="list-style-type: none"> • Make contact early with your changing room owner to establish any planning requirements and/or arrangements. 		
Is there an agreed plan in place with other sporting organisations if your changing rooms are used by multiple codes?	<ul style="list-style-type: none"> • Establish agreed priorities and changing room control arrangements early with the other sporting organisations. 		
Is there a plan in place to clearly communicate changing rooms allocations, timings of use, and management of traffic flows?	<ul style="list-style-type: none"> • Develop a changing room roster and widely communicate to team managers and in public notices around the changing rooms and clubrooms. • Plan traffic flows to avoid unnecessary congregation at entry and exit points. • Designating a volunteer to manage changing room protocols on trainings and match days. 		
Is there a plan in place for displaying public notices around COVID-19 health and hygiene protocols?	<ul style="list-style-type: none"> • Consider placement of COVID-19 posters in and around changing rooms. • Post COVID-19 posts on club social media feeds (Facebook, Instagram) • Resources: See Covid19 Rugby Resources 		

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Is there a plan in place for the regular cleaning of changing rooms prior to and after each individual use by teams with a focus on regularly used and exposed surfaces?	<ul style="list-style-type: none">• Changing Rooms to undergo deep clean prior to commencement of use on training and match days.• Changing rooms to be closed and cleaned between individual team use on training and match days.• Consider wedging doors open where possible to reduce door handle usage.• Availability and safety of volunteer workforce and suitable cleaning materials. <p>Resources: See Covid19 Hygiene Link</p>		
Is there a plan in place to provide hand hygiene measures for all changing room occupants on entering and leaving changing rooms?	<ul style="list-style-type: none">• Consider placement of hygiene stations at entry and exit points.• Consider re-supply needs for hygiene stations at high volume areas and for number of anticipated participants passing through. <p>Resources: See Covid19 Hygiene Link</p>		
Is there a plan in place for the treatment of injured players in changing rooms that ensures their safety and the safety of medical staff?	<ul style="list-style-type: none">• Contact tracing of players undergoing treatment as required.• Medical staff to provide their own PPE as required.		