



COVID-19

Steps for Safe Management (Resumption of Table Tennis Programmes for Phase 2)

By
Singapore Table Tennis Association (STTA)



Purpose

To guide and assist athletes, coaches and clubs in planning their return to training from Phase 2 onwards, in line with Government advisories, as safely as possible.

Our guidelines must be considered against our remit as the national governing body for Table Tennis.

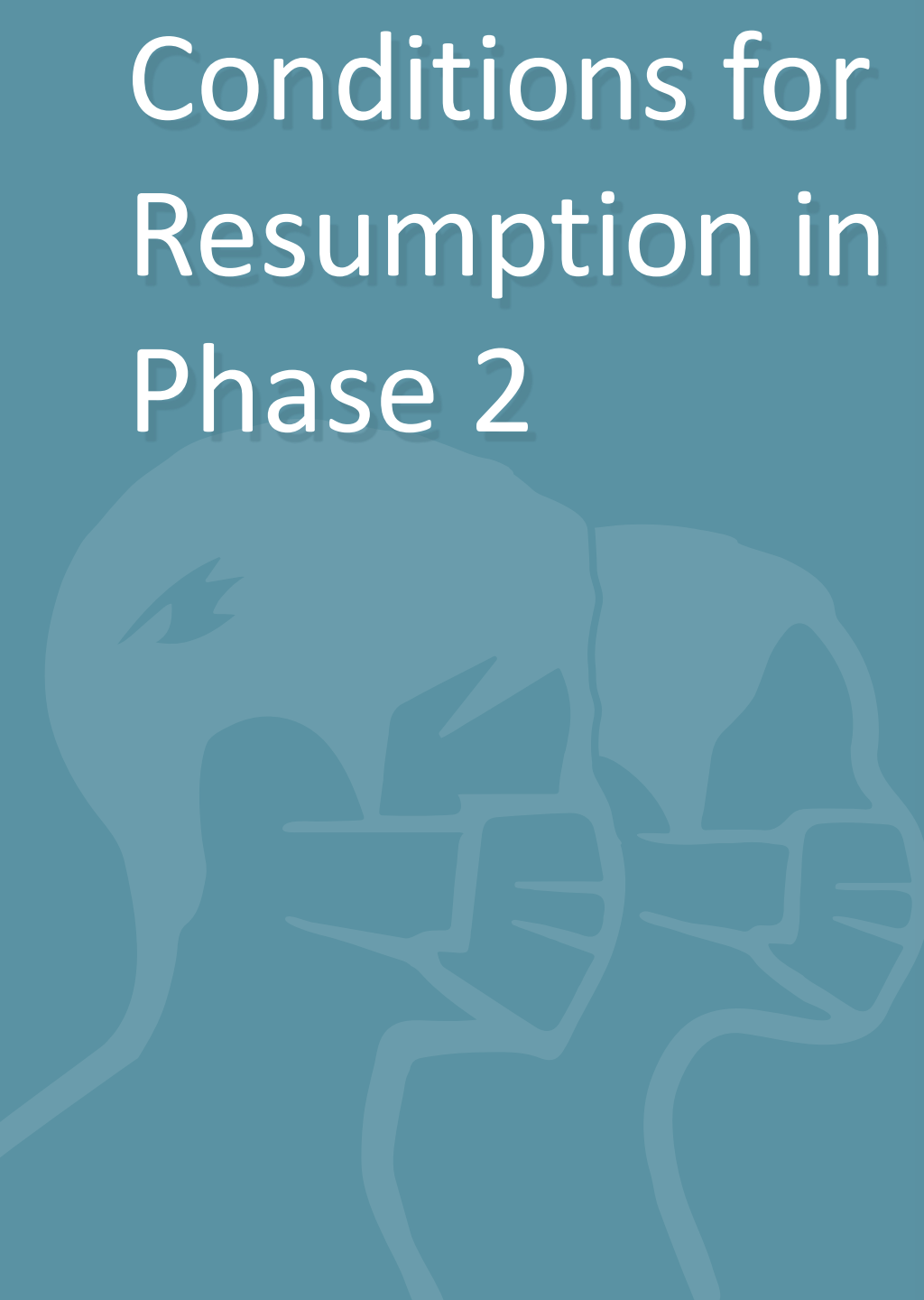
The parameters maybe subject to changes. Please refer to the latest version in order to benefit from the latest best practices.

While all care has been taken in the preparation of these guidelines and templates, the STTA cannot make any representation or warranty that relying on this guide and the templates will ensure the health and safety of individuals in club, venue or training activities. STTA is not liable to users of this guide and templates for any loss or damages.

COVID-19



Conditions for Resumption in Phase 2



COVID-19

01

Prior Preparation

- ✓ Pre-assessment of personnel
- ✓ Safe Management Measures
- ✓ Communications and Education

02

Return to Training

- ✓ Facilities Access
- ✓ Measures within facilities
- ✓ Sport Specific Guideline for Phase 2

03

On-Going Management

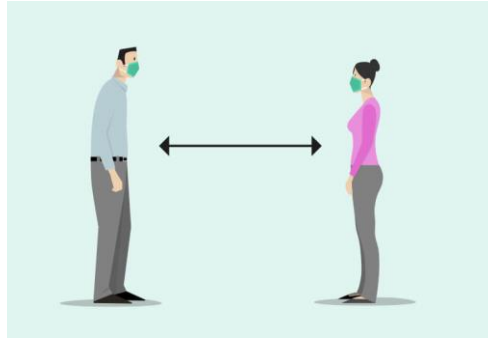
- ✓ General Hygiene
- ✓ Managing suspected and confirmed COVID-19 cases
- ✓ Enforcement of Measures

Conditions



Facilities

can only admit a maximum number of persons according to its Gross Floor Area based on 10 sqm per person or 50 persons, whichever is lower. This applies to all facilities that are larger than 50 sqm. For facilities smaller than 50 sqm, facility operators have to ensure that the physical distancing measures are observed.



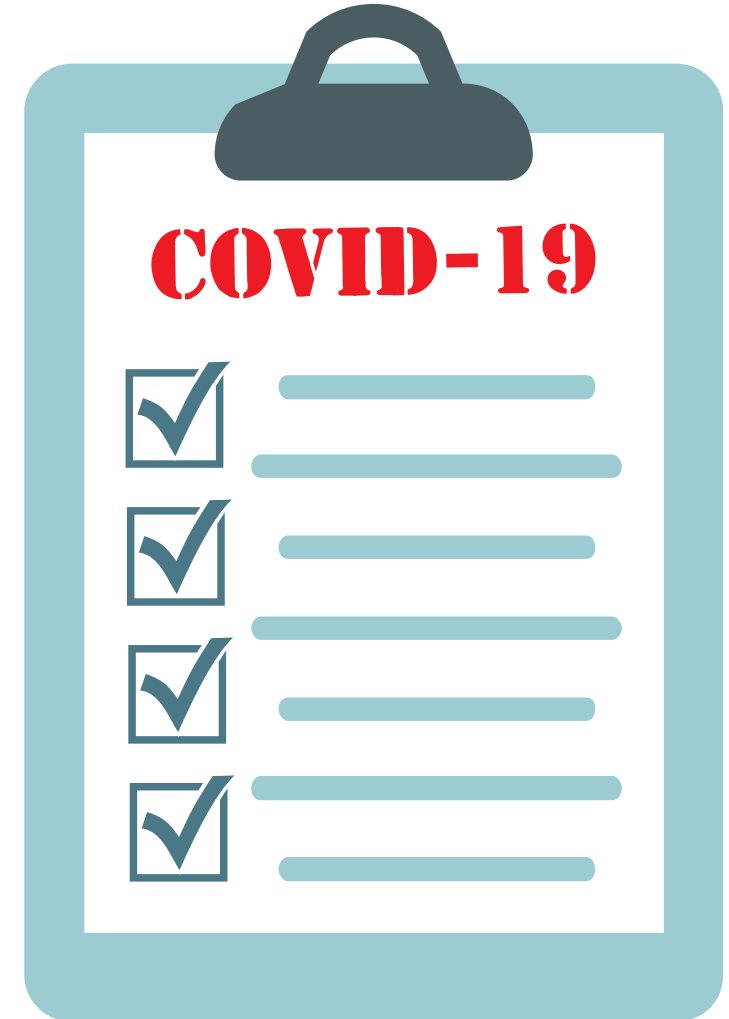
Physical Distancing

of 2 metres between individuals should be maintained in general while exercising and playing sport.



Group Activities

are limited to no more than 5 participants. If there is more than one group sharing a space, the groups must not interact and must maintain a distance of 3 metres apart from one another at all times. For organised programmes and classes, an additional service provider (such as an instructor or a coach) from a permitted enterprise may guide the group.



Conditions



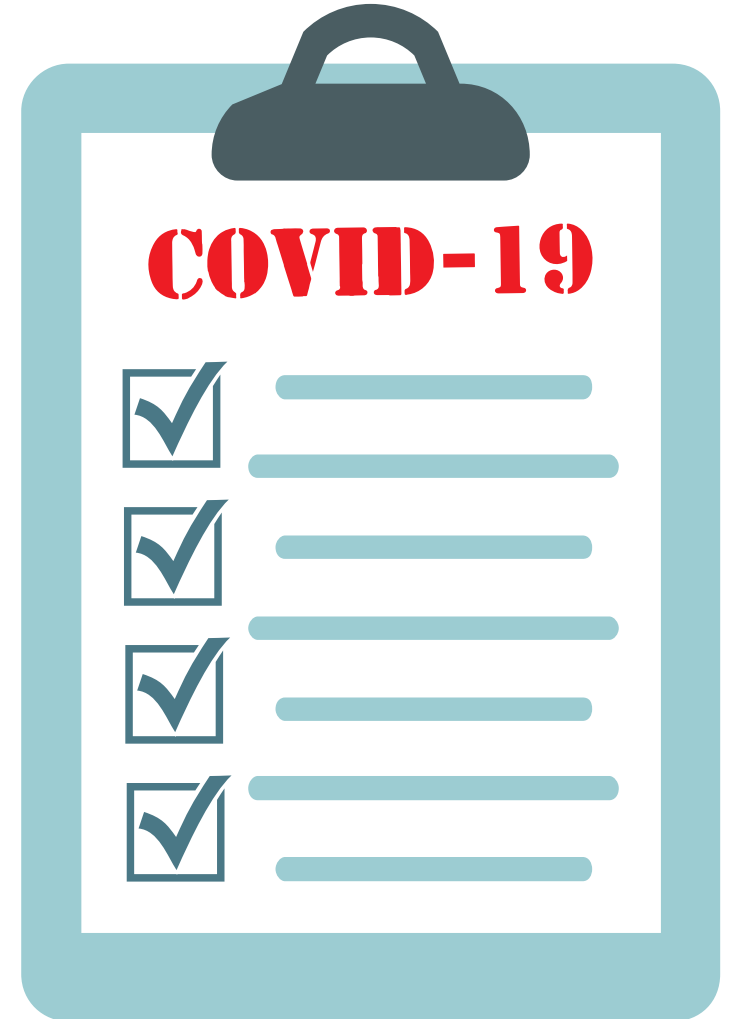
Masks

should be worn as a default. Masks can be taken off when performing strenuous activities, although it is still recommended as good practice even under such circumstances.



Personal Equipment

drink bottles, towels and table tennis paddles should not be shared. Shared equipment should be wiped down/ disinfect after every session.



Pre-Assessment Personnel



Fever



Cough



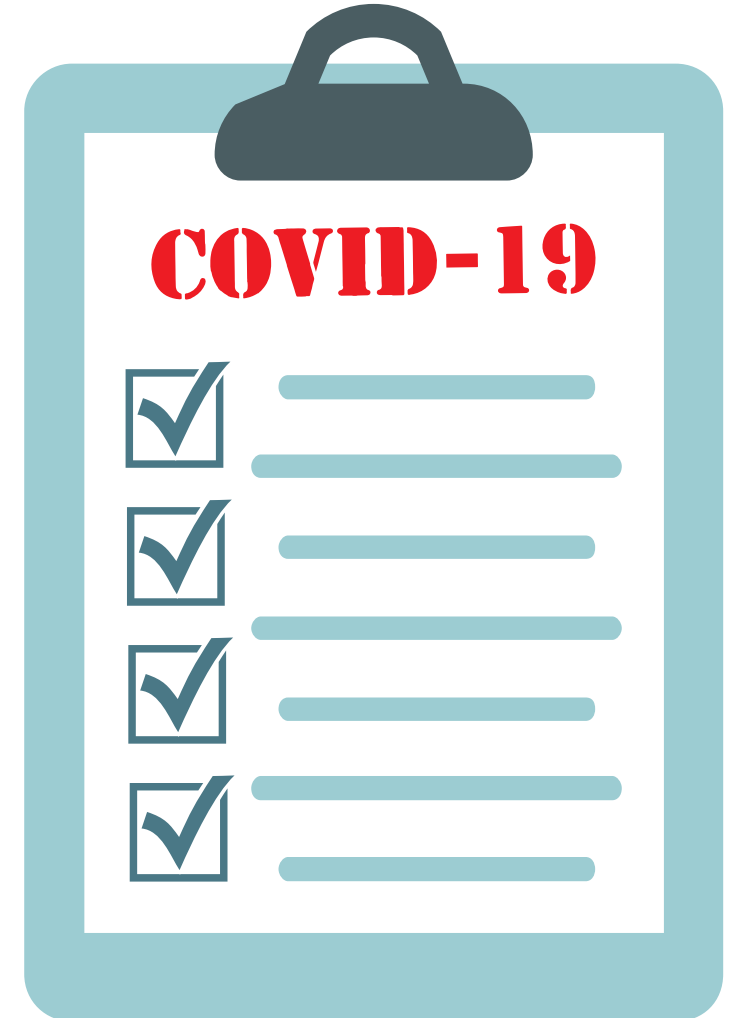
Shortness Of Breath

Individuals should not return to sport if in the last 14 days they have been unwell or had close contact with a known or suspected case of COVID-19. In an environment of community transmission of COVID-19, any individual with respiratory symptoms (cough, sore throat, fever or shortness of breath), even if mild, should not attend any training if they are unwell and should use a cautious approach. Individuals with temperatures above 38 °C are considered as having a fever.

Athletes, coaches or other approved personnel who are **unwell, on Stay Home Notice (SHN) or Quarantined Order will not be allowed to enter** the venue.

Anyone who is unwell should be referred to a doctor in accordance with local MOH guidelines. Any individual with a possible case of COVID-19 should refrain from training (even at home) until they have been cleared to do so by a doctor, given the potential for worsening illness.

Special care and considerations to be taken in managing the training load and intensity for a gradual return to full training in order to mitigate risk of injuries.



Safe Management Measures

Appoint Safe Management Officer

Facility operators are to designate a senior staff as Safe Management Officer (SMO) to ensure compliance with the measures. The SMO will be responsible for formulating the implementation plans, conducting inspections and checks, as well as maintaining records for subsequent audits by the authorities.

Support Contact Tracing & Implement Temperature Screening

All sport and recreational facilities must implement SafeEntry for participants and visitors. Facility operators must conduct temperature screening and checks on visible symptoms for visitors, and turn away those with fever and/or who appear unwell. Employees and visitors are encouraged to download and activate the TraceTogether app.

Reduce Physical Interaction and Ensure Safe Distancing

Facility operators will have to organise human traffic flow and space management to ensure that the mixing of groups is minimised to transient contact. Equipment should be arranged to allow users to exercise at a safe distance with each other.



COVID-19
STOP



Safe Management Measures

Wear Masks & Ensure Hygiene

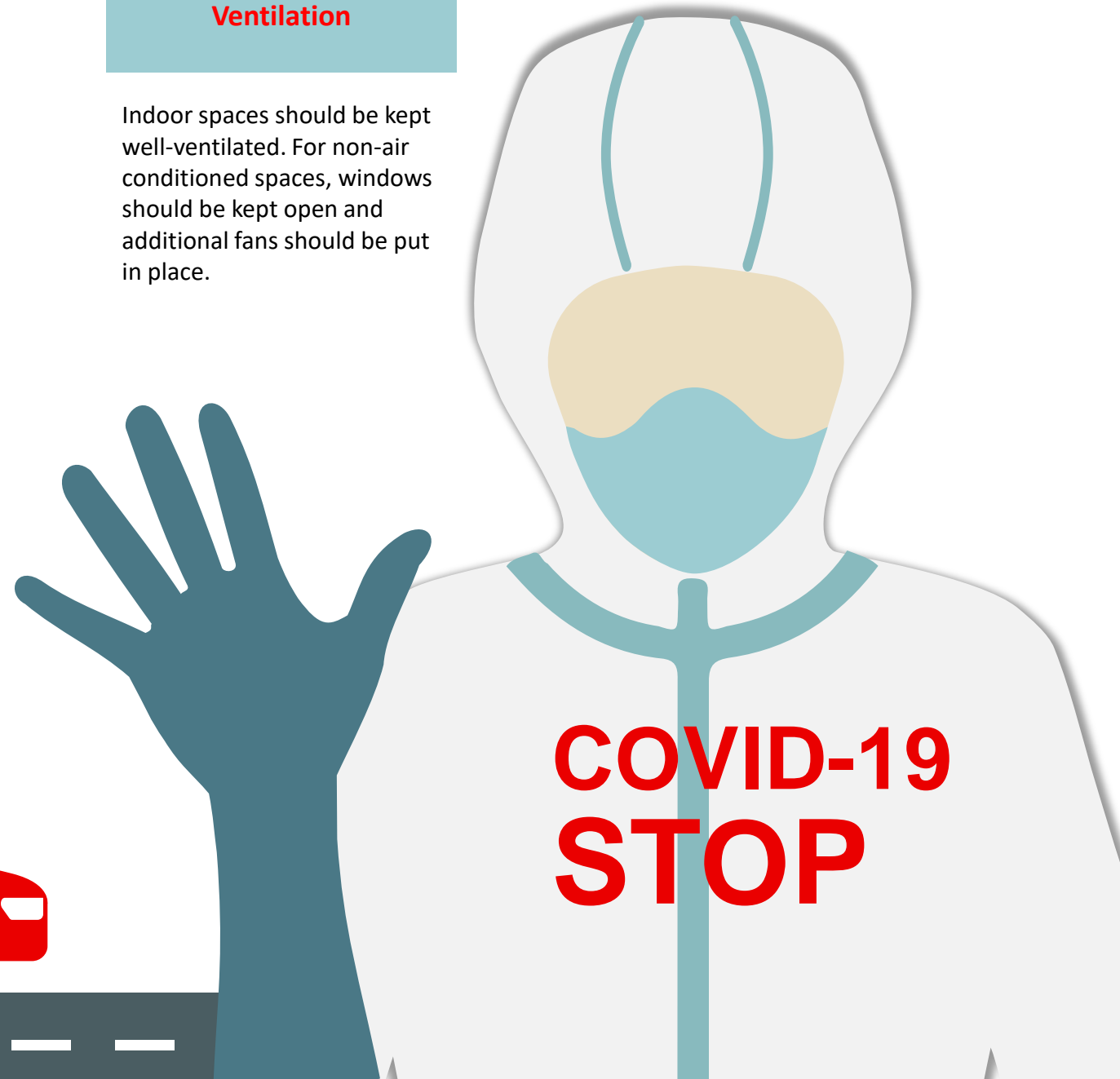
Facility operators will have to ensure that all visitors don masks when they enter the facility. Hand sanitisers should be placed in close proximity of the facility entrance and high-touch surfaces like door handles. Visitors should be encouraged to sanitise their hands before entering the facility.

Enhance Cleaning Protocols

Facility operators will have to frequently disinfect common spaces and interactive components (e.g. smart kiosks, turnstiles). Equipment will have to be thoroughly wiped down and cleaned after each use. Personal equipment should not be shared.

Ventilation

Indoor spaces should be kept well-ventilated. For non-air conditioned spaces, windows should be kept open and additional fans should be put in place.





Communications & Education

Facility owners, with the assistance of the safe management officer, are recommended to conduct a briefing session with their facility users and staff.

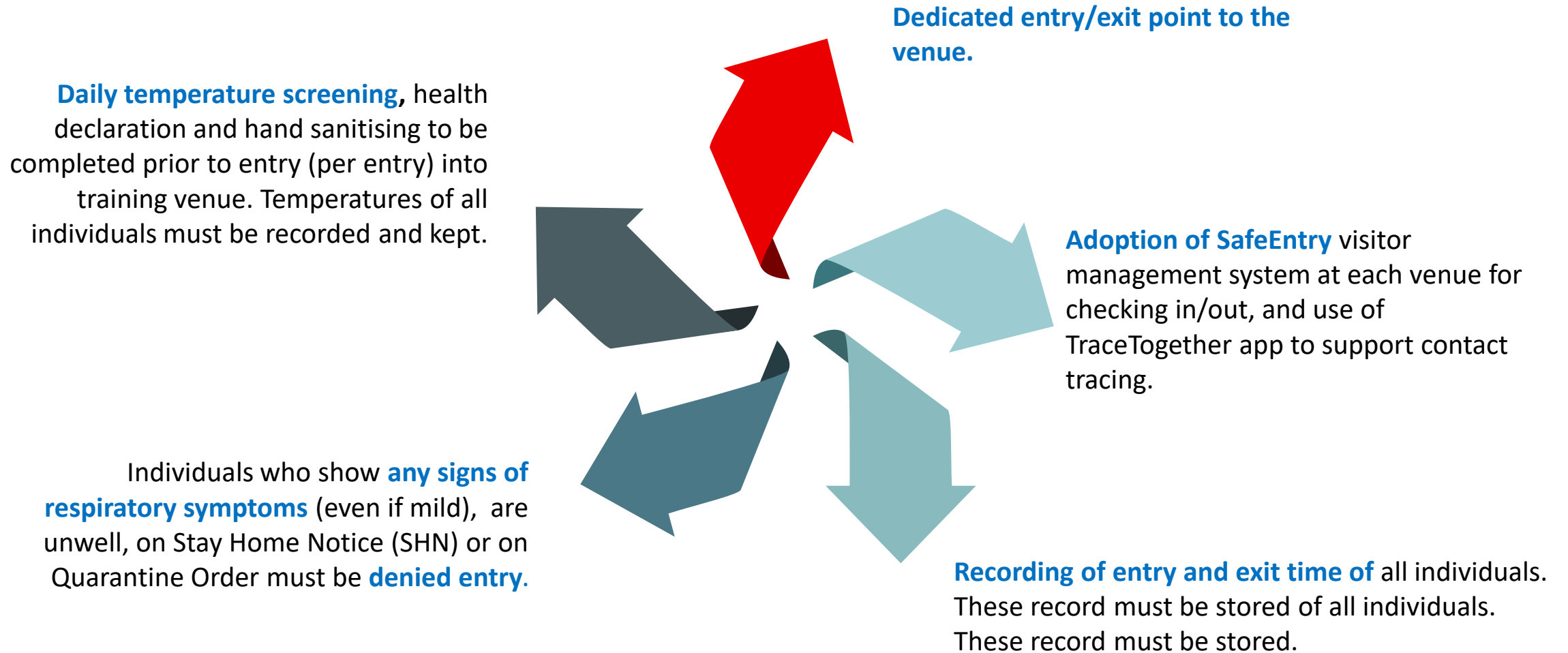
- ✓ Documentation, distribution and communication of Safe Management plan.
- ✓ Provide education material for individuals to promote required behaviours (e.g. regular and thorough handwashing, covering mouth and nose with a tissue or sleeve during coughing/sneezing).
- ✓ Education of all individuals on hygiene practices and promote required behaviours.

Communicate with staff and customers related to reopening and the 'new normal' –using 'confidence-building' and reassuring messages in relation to safety.

Display appropriate education material within the training facility. This should be put up all around the facility prior to commencement of training.

All members to be educated on the importance of personal hygiene. All individuals to ensure that they are “Germ Free” as much as possible. It is their personal responsibility!

Facilities Access

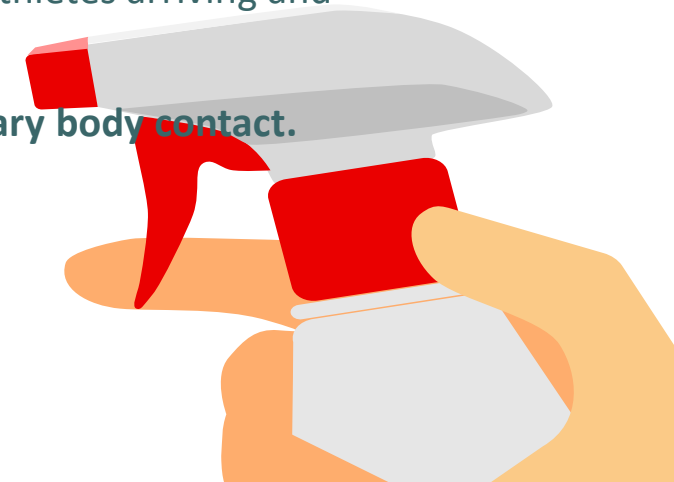


Measures with Facilities

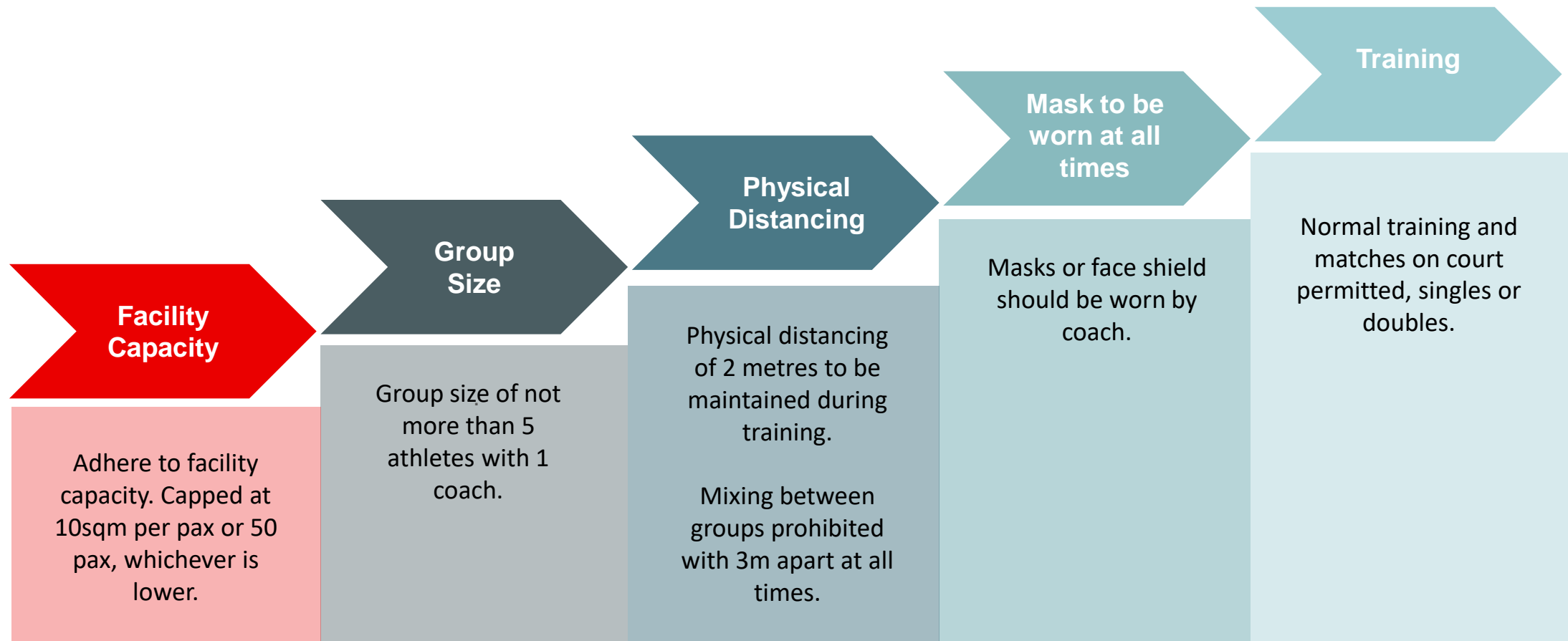
COVID-19 Virus Disinfection

- ✓ **Minimize** face to face communication with customers ie. parents and **cash transactions**.
- ✓ **Common areas** where people will otherwise congregate should be cordoned off.
- ✓ **Disinfecting agents** like hand sanitisers, disinfectant sprays, paper towels and wipes must also be provided at all times up to a point where it is reasonably practicable, for the free use of customers, visitors and employees.
- ✓ Clear demarcation of 1m safety **distance for queues**.
- ✓ **Minimize** the usage of **changing rooms/bathrooms**. 1 at a time only policy.

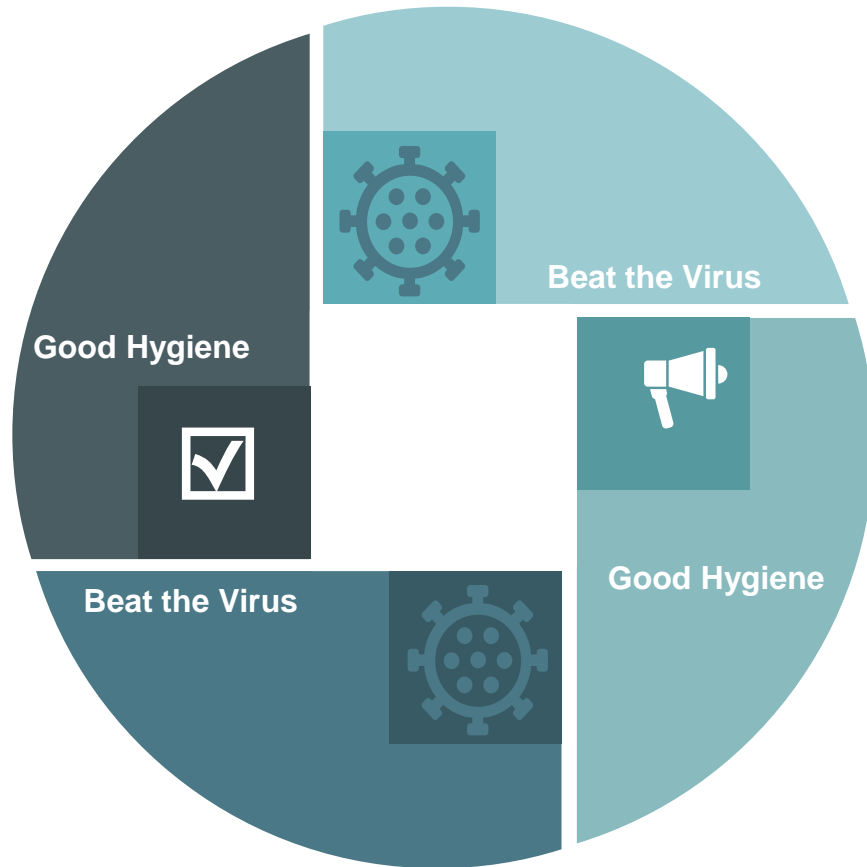
- ✓ **Get in, train and leave.** Be prepared for training prior to arrival at venue.
- ✓ **Sharing of equipment should be avoided.** No sharing of personal equipment like drink bottles, towels, table tennis paddles.
- ✓ **Maintain physical distancing at all times.** At least 2m distancing between each individual from the same bubble during training and at least 3m apart between different bubbles.
- ✓ **Staggered training timings** should be implemented so there is no overlap between athletes arriving and leaving.
- ✓ There should be **no unnecessary body contact**.



Sport Specific Guidelines



General Hygiene

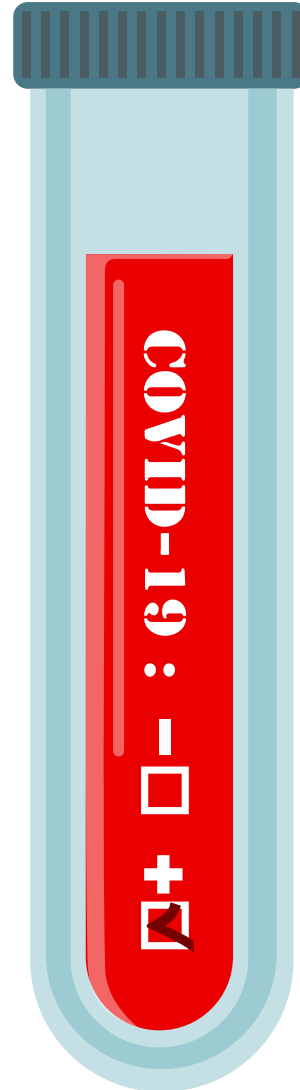


- ✓ Minimise the use of communal facilities. Eg. Toilets, changing rooms
- ✓ Increase in the cleaning and sanitizing of training venue.
- ✓ Full wipe down of facility at the end of each day. Ensure venue is well ventilated and aired at regular intervals.
- ✓ Hand hygiene (hand sanitizers) on entry and exit point, as well as pre, during and post training.
- ✓ Change rooms, surfaces and objects in other relevant spaces should be cleaned between each session. I.e. door handles. (Dedicated cleaning time).
- ✓ Common areas must be periodically cleaned each day by law, and toilets must be provided at all times with adequate toilet paper, liquid soap or detergent, litter bins and clean towels or hand dryers.

Managing suspected and confirmed COVID-19 cases

Put in place evacuation plan for suspected case, as well as for all other onsite personnel:

- ✓ any staff or visitor who feels unwell or shows symptoms of illness (even if mild) to inform immediate superior, leave the workplace and consult a doctor immediately. These cases should be tracked and recorded.
- ✓ For incapacitated or unconscious individuals, clubs must clear the area of other personnel and administer aid immediately. Club should call **995** for an emergency ambulance to ferry them to the nearest hospital.

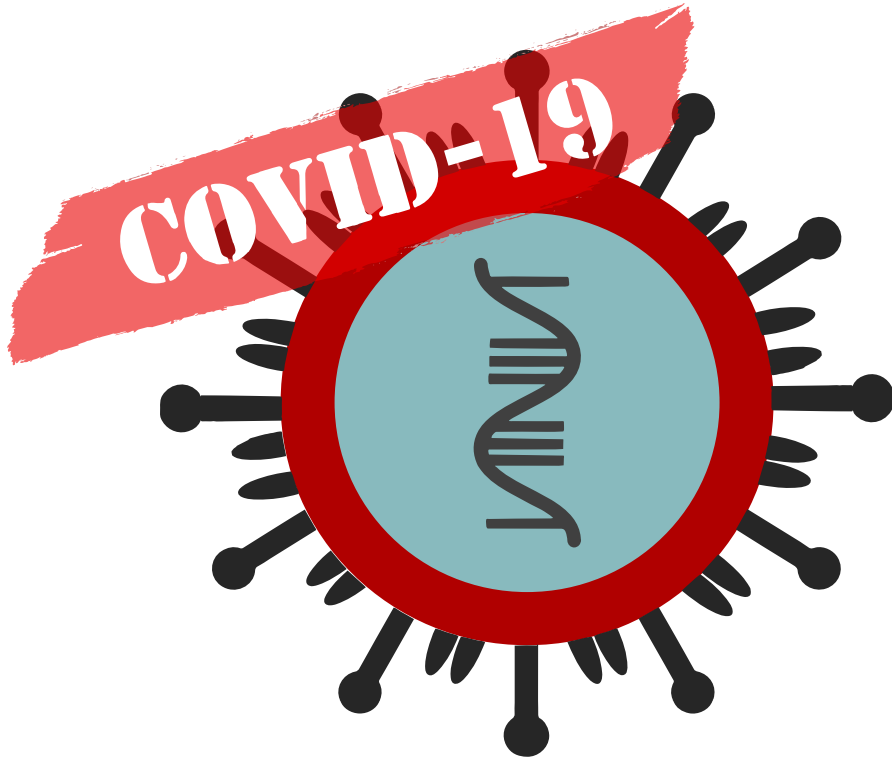


Put in place a follow-up plan in the event of a confirmed case

- ✓ Immediately vacate and cordon-off the immediate section of the workplace premises where the staff (confirmed case) worked.
- ✓ Carry out a thorough cleaning and disinfect all relevant on-site areas and assets exposed to the staff (confirmed case), in accordance to NEA guidelines.



Enforcement of Measures



Government agencies will be conducting inspections following Phase 2 reopening, where those who do not comply with safe management measures may face penalties.

Fitness activities organisers and sports facilities operators should only resume operations when they can comply with safe management measures. Within two weeks of the date of resumption of on-site operations, they are required to:

- Submit the number of workers who are working on-site via the GoBusinessportal (<https://covid.gobusiness.gov.sg>); and
- Prepare and have ready a safe management plan covering the measures relevant to their operations.

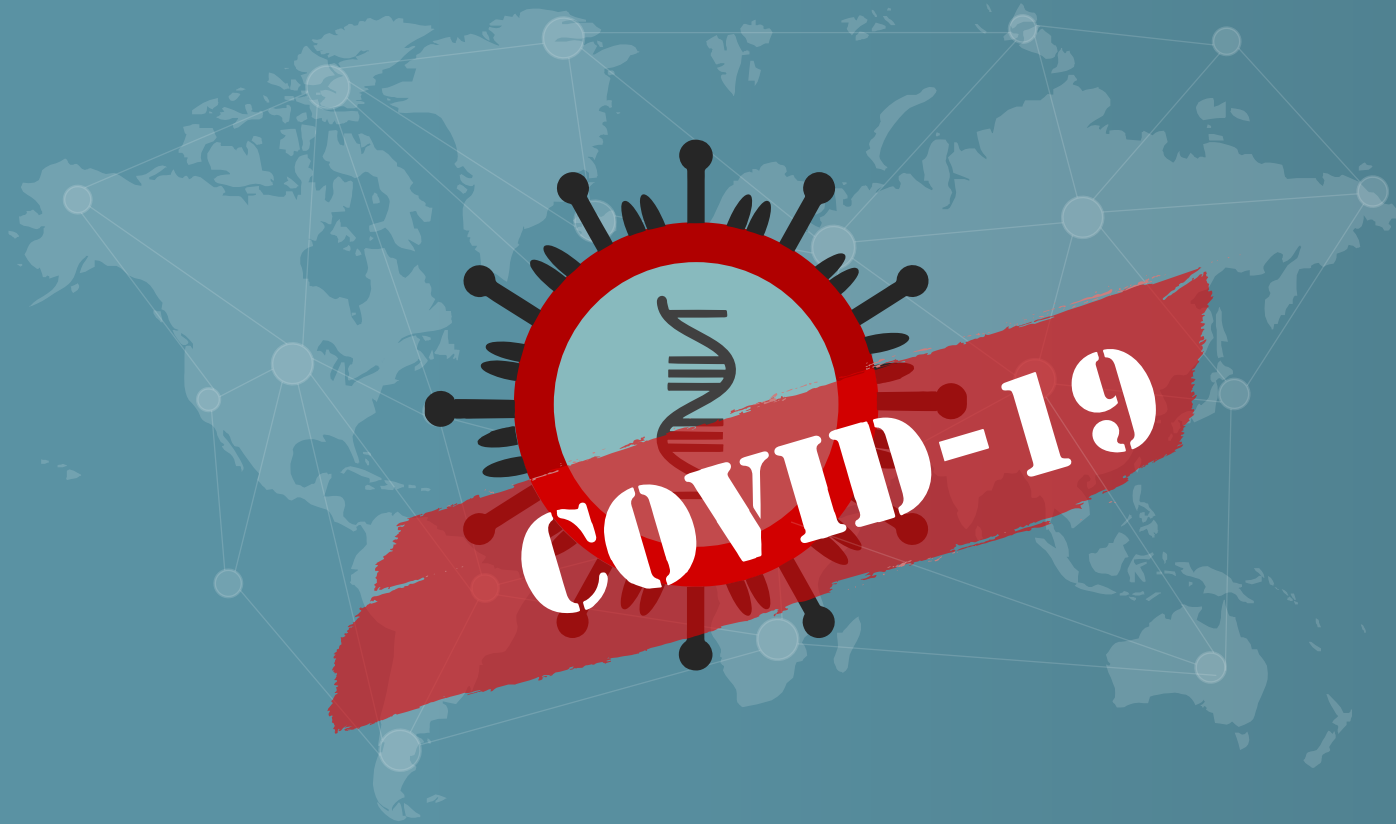
Sport Singapore will be conducting on-site inspections, where businesses found not complying with safe management measures may be required to close. Businesses that are unable to comply are advised to approach Sport Singapore on alternative arrangements at SPORT_QSM@sport.gov.sg.



Everyone Has A Part To Play

With the gradual easing of measures, Singaporeans are urged to remain vigilant and observe safe distancing measures in place to minimise community transmissions.

Together, we all have a part to play in keeping COVID-19



THANK YOU