

Return to Pistol Shooting Checklist

Your Club has a responsibility to provide a safe environment for its workforce; volunteers; participants; competitors and visitors.

- This Checklist includes items relevant to our sport from the Government's 'Return to Play Readiness Checklist' (shaded grey) combined with PSQ's Sport Specific Checklist for Pistol Shooting for Stage 2 starting June 1.
- We encourage Committee members to review the Government's Return to Play Readiness Checklist in full, add to if necessary & implement.
- This checklist has been developed knowing that every club facility is different, with clubs adapting how this can best work for their club – it is suggested to keep as close as possible to the guidelines.

Things you will need to have on hand:

- hand sanitiser
- surface wipes/sanitiser
- surface spray sanitiser
- disposable gloves
- paper towels
- masks
- spare pens

Other suggestions:

Set your procedures to allow them to continue for a long period.

- All members involved in sanitising their space after their use
- Members bring their own range mats
- Keep your range facility safe, clean & healthy

A. PRIOR TO RESTART

1	<input type="checkbox"/>	Check the Queensland Government's COVID-19 website to confirm you can commence your activity and whether any specific restrictions apply regarding the number of people, the type of activity, the travel allowed.
2	<input type="checkbox"/>	Review the activities that can be conducted and consult with your peak body (PSQ) about any advice for restarting your activity as they may have already developed resources specific to your sport.
3	<input type="checkbox"/>	Discuss with your local council and your landowner about the conditions of restarting your sport.
4	<input checked="" type="checkbox"/>	Review insurance cover and requirements of insurer under the Queensland Health restrictions and timing for return of activity. (All OK for commencement after June 1 st)
5	<input type="checkbox"/>	If your facility/venue has been closed, check that the condition of equipment and facilities are fully functional, such as gas, electricity, toilets, and hand washing facilities.
6	<input type="checkbox"/>	Ensure food and beverages stored at your facility have not been contaminated or are now out of date.
7	<input type="checkbox"/>	Attend to any maintenance prior to reopening.
8	<input type="checkbox"/>	Carry out a sanitise clean to all areas.

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9	<input type="checkbox"/>	Remove any carpet mats used for range mats or if carpet is fixed it will need to be spray sanitised after each use.
10	<input type="checkbox"/>	Remove or disable any shared drinking water system (water cooler/water fountain).
11	<input type="checkbox"/>	Store away excess equipment e.g. bins; tables; chairs – to avoid extra cleaning
*12	<input type="checkbox"/>	Put signs and posters up to remind people of the risk of COVID-19. Signage should state that your club has the right to insist that anyone with these symptoms leaves the premises.
13	<input type="checkbox"/>	Committee to plan the flow of people on and off the range/s.
14	<input type="checkbox"/>	Committee to decide on how to manage no more than 20 members per session and how members will book in.
*15	<input type="checkbox"/>	If conducting more than 1 session per day, ensure there is sufficient time between sessions to ensure there is no overlap of groups and the 1 st session attendees have left before the next session. Or lock the entry gate to make this easier to manage.
16	<input type="checkbox"/>	Ensure planning includes sufficient time is left between sessions to conduct sanitising.
17	<input type="checkbox"/>	Committee to decide if club competitions will be conducted or only individual training, or to progress once the system has been tested.
*18	<input type="checkbox"/>	Committee to decide if only licensed members to participate initially, then introduce Form 33 club members (Air Pistol only).
19	<input type="checkbox"/>	Committee to plan for all members to be part of the club's sanitise crew. Possibly each group sanitises all areas as directed by the committee prior to the end of their session.
*20	<input type="checkbox"/>	Club Committee to know the protocols for notifying health authorities if issues or suspected COVID-19 cases.
*21	<input type="checkbox"/>	Club Committee to consider the management of vulnerable members: indigenous; elderly; those with a disability.
*22	<input type="checkbox"/>	Committee to implement a system of monitoring that social distancing is being maintained.
23	<input type="checkbox"/>	Prepare area for Range Attendance Register.
24	<input type="checkbox"/>	Prepare individual packs of sufficient patches for each member.
25	<input type="checkbox"/>	Ensure staff and volunteers (coaches; officials; maintenance crews); administrators); competitors/participants; parents and carers have been informed about the conditions; restrictions and procedures on restarting the sport. (well in advance)
26	<input type="checkbox"/>	Direct participants, volunteers, workers, and visitors to stay at home if they are sick, and to go home if they become unwell.

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27	<input type="checkbox"/>	Ask members to bring their own pen.
28	<input type="checkbox"/>	Promote and encourage all participants, volunteers, workers, and visitors to sign up to the COVID Safe App.
29	<input type="checkbox"/>	Remind members to bring their own drinks & food if the club decides not to provide a canteen service.
30	<input type="checkbox"/>	It is highly recommended that this time be for members only and not people who want to come and try the sport. This is more possible in Stage 3.

B. ON ARRIVAL

1	<input type="checkbox"/>	Set up hand washing/sanitising stations and practices for members to easily wash hands before and after (and during if required) their activity. Provide an appropriate alcohol-based hand sanitiser.
2	<input type="checkbox"/>	Provide contactless payments or ordering and payment online.
3	<input type="checkbox"/>	Use signage to direct members if required.
4	<input type="checkbox"/>	Entry & Exits on range may need to be separate.
5	<input type="checkbox"/>	Ensure all members shooting, sign the Range Register.
6	<input type="checkbox"/>	Members 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.
*7	<input type="checkbox"/>	Maintain a record of non-shooting people in attendance, for a period of at least 56 days so you have accurate records in the event of an outbreak. (phone number, email & address)

C. ON THE RANGE

1	<input type="checkbox"/>	Provide an appropriate alcohol-based hand sanitiser for members' use if required whilst on range.
2	<input type="checkbox"/>	Shooters to use every second or third bay – to maintain 1.5mt distance.
3	<input type="checkbox"/>	Space seating at least 1.5 metres apart. Mark railings; floors or ground to encourage appropriate distancing.
4	<input type="checkbox"/>	Dedicated Range Officer for each session.
5	<input type="checkbox"/>	Dedicated person/s for setting of targets.
6	<input type="checkbox"/>	Dedicated person to use timer buttons etc.
7	<input type="checkbox"/>	No shared range mats.
8	<input type="checkbox"/>	If conducting a competition; members to score and patch their own target.

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9	<input type="checkbox"/>	Members to pick up their own brass.
10	<input type="checkbox"/>	Dispose of paper targets at the end of each session.
11	<input type="checkbox"/>	An open bin will make disposal easier (or members to take their rubbish home).
12	<input type="checkbox"/>	No sharing of Range Officer vests, lanyards, or gloves etc.
*13	<input type="checkbox"/>	Procedures on the processing of malfunctions.
14	<input type="checkbox"/>	Sanitise all touched/horizontal (vertical on barricades) surfaces at the completion of each stage/session.
*15	<input type="checkbox"/>	Have procedures for the use of club guns.

D. REST ROOMS

*1	<input type="checkbox"/>	Instruct everyone to practise good hygiene by frequently cleaning their hands. Hand washing should take at least 20 to 30 seconds. Wash the whole of each hand, covering all areas with soap before washing with water.
2	<input type="checkbox"/>	Ensure each rest room has sufficient hand soap.
3	<input type="checkbox"/>	Use paper towels or electric hand dryer.
4	<input type="checkbox"/>	Supply an open or pedal bin. Ideally placed near the exit door for disposal of paper towel after opening the door or arrange for the door to be lodged open.
5	<input type="checkbox"/>	Sanitise and clean at regular intervals throughout the day.

E. CLUB HOUSE

1	<input type="checkbox"/>	Implement cleaning protocols for the communal facilities.
2	<input type="checkbox"/>	Clean frequently touched areas and surfaces at least hourly with detergent or disinfectant (including Eftpos equipment, tables, counter tops, and sinks).
3	<input type="checkbox"/>	Space seating at least 1.5 metres apart.
4	<input type="checkbox"/>	Only disposable cutlery and plates to be provided.

Regularly review your systems of operation to ensure they are consistent with current directions and advice provided by health authorities.

Keep up to date and find additional guidance at
www.covid19.qld.gov.au
www.worksafe.qld.gov.au