

WWCHA Safety Coordinator Minutes

Wednesday 24th June 2020



Date: Wednesday 24th June 2020

Time: 6pm-7pm

Location Jubilee Park Club Rooms

Chaired by:

Board Membership: Ken Larkin (President), Amy Smart (Secretary), Karen Boyd (Treasurer), Melinda Chyb (Competitions), Pat O'Donnell (Development), Marcus Manning (Officiating), Craig Knowles (Representative), Phil Stone (Facilities), Vacant (Events).

Club Membership with Voting Privileges: Cavaliers, CSU, Harlequins, Lake Albert, Rosellas, Royals

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Minutes

Present (A-Z):

Board Members: Karen Boyd (Treasurer), Ken Larkin (President), Pat O'Donnell (Representative), Amy Smart (Secretary)

Club representatives: Helen Lansdown (Royals), Lara Laurent (Harlequins), Elaine Lewis (Cavaliers), John Marshall (CSU), Norelle McMahon (Rosellas), Christie Rudge (LAHC)

Apologies:

Discussion:

Are clubs ready?

- CSU
 - Hockey NSW video shared with the Club about how to behave at training
 - Individual checklist management
 - Documentation that set out the expectations at each level (Club, WWCHA, Hockey NSW).
 - Share with the rest of the clubs
 - Infectious training course completed as part of CS Universities requirements
- Harlequins
 - Would like to suggest nominations for attending training
 - Emphasis on player responsibilities
 - Combined training with Rosellas
- Rosellas
 - Sanitisation packs ready
 - Meetings held with the club to ensure everyone is across the requirements
- Cavs
 - Missing some checklists
 - Going to turn away anyone who shows up to training that hasn't completed the checklists.
- Lake Albert
 - Submitted requirement checklists
- Royals
 - Add Helen to the communication email list – Amy
 - Sanitisation packs ready
 - Newly appointed to the role
- Protocols
 - Individual checklists must be completed and provided to the safety coordinator.
 - Add column to the attendance register that you have read and understood the Individual Checklist, and you are complying today.
 - CSU to send copy of excel sheet for attendance record to be signed off by Hockey NSW - Ken

- Training – clubs will need to supply their own sanitisation stations
 - Goalkeepers – please keep your kits sanitised
- Training can start from next Monday night 29/06/2020
 - Harlequins checklist to be provided
 - Training – 30minute sessions

Attendance Register

- Clubs to update the attendance as discussed, can prefill the names of their members. Ken to Check.

Safety Coordinators Role

- Questions?
 - Tech Bench- To be discussed and agreed at the General Committee Meeting
 - Coaches-All coaches must read and understand the HNSW Coaches Checklist
 - Umpires-All umpires must read and understand the HNSW Umpires Checklist
 - What happens when it is raining-Consider moving sign-in process to in front of the canteen-to be assessed on the day.

Venue Protocols

Meeting Closed: 7pm