

Hirer information

COVID-19 Event bookings
QSEC (Queensland State Equestrian Centre)
Cnr Tuckeroo Drive and Beerburum Road, Caboolture



Stage 3 of the Queensland Governments Roadmap to Easing Restrictions means QSEC can now reopen to equestrian events. All event organisers will be required to submit either an industry approved COVID-19 Safe Event Checklist or Plan. These conditions are in addition to all existing venue terms and conditions, including biosecurity and stables/campground rules.

Booking an event:

- All event bookings made prior to 22 March 2020 will remain in the calendar (should the Event Organiser wish to proceed).
- An event is only deemed confirmed when the quote is accepted, and deposit is paid.
- By accepting the quote, event organisers are agreeing to the COVID-19 conditions listed below.

Conditions of use:

General:

- If the event has 0 - 500 attendees (including all officials, volunteers, staff), a COVID Safe Event Checklist must be completed and a copy submitted to QSEC. Organisers of events involving less than 500 people on site at any given time should also consider developing a COVID Safe Event Plan.
- If the event has 500 - 10,000, a COVID Safe Event Plan is to be completed and submitted to QLD Health Public Health Unit or QLD Health Chief Health Officer for approval. A copy of the approved plan must be submitted to QSEC.
- In addition, for your event to proceed at QSEC, you must supply the following:
 - **Stable Warden (if the event is using Stables/Campground):** the nominated stable warden is to be onsite prior to the first horse arriving and remain onsite until the last horse leaves. Their only role must be that of Stable Warden, they cannot be a competitor or come and go from site. They will check in and record the details of everyone who enters via the Stables & Campground (including day parkers).
 - **Seating/Attendance Registrar:** the seating attendant will be responsible for checking in any spectators who attend the event and maintaining an accurate attendance register for EVERY person onsite. They will also be responsible for advising patrons of the correct seating configurations and procedure. They must remain stationed at the front of the venue (Main Arena) or centralised spot for the entirety of the event.
 - **COVID Safety Coordinator:** the nominated COVID Safety Coordinator is to be the first person onsite for the event. They will be required to meet with QSEC staff and discuss the submitted checklist and/or event plan.
- The event organiser will be responsible for any health screening of participants, support personnel and visitors.
- The event organiser will be required to supply a copy of all attendance registers for the event to QSEC. These documents will only be used for the purpose of recording persons onsite for possible COVID-19 tracing.
- In an effort to reduce co-mingling of groups, only one group (or event) is allowed per area, including the meeting room, stables and campground.
- Event Organisers, participants and support personnel will be responsible for ensuring they meet the recommended number of people in each space. Signage will be installed across the venue to reflect these numbers.
- No dogs are permitted on any part of the grounds during this period. This includes the stables and campground.
- It is imperative that every horse onsite has an accompanying Horse Health Declaration. It is a venue requirement that the document used is the QSEC Horse Health Declaration, available on the QSEC website. The completed forms remain property of QSEC and are not to be removed from site.
- QSEC will ensure that there is a professional clean once per event day and disinfecting of high touchpoint areas a further 2 times per event day. On bump in/out days, there will be 3 x daily disinfecting of high touchpoint areas. Any additional cleaning required will be the responsibility of the event organiser.
- Signage will be fixed around the facility to advise of social distancing & hygiene rules - all participants, support personnel and visitors will be expected to comply.
- The water bubbler will not be in use. Participants are asked to bring their own water supply.
- Participants, support personnel, event organisers, staff and visitors should not attend the facility if they are displaying any signs of illness.
- Event Organisers acknowledge that this situation can, and will be, changed as per Government guidelines and/or any confirmed cases at QSEC or someone who has visited QSEC.
- Event Organisers are advised that should they fail to comply with these conditions of use, they risk their event being cancelled on the spot and the potential to not be able to re-book.

Stables/camping:

- The shared equipment supplied at the stables will no longer be in use including wheelbarrows, shovels, rakes, brooms. Participants will be required to bring their own equipment and all cleaning standards remain in force.
- There will be no sharing or swapping of stables and/or sawdust - prior to the event, during or post event.
- Campsites should not be shared by various people, one campsite per family/group.