



# COVID-19 Safety Planning

## Junior Activities

Effective 16<sup>th</sup> September 2020

Any Surf Life Saving Club (SLSC) in NSW **MUST** complete a 'COVID-19 Safety Plan', follow the current COVID-19 Public Health Orders and manage risks to SLS members, staff and other people in accordance with Work Health and Safety laws. They **MUST** also register as the 'COVID Safe Business' to show their commitment to COVID Safety and keeping our community safe.

### COVID-19 Safety Plan – MID-WEEK & OTHER ACTIVITIES

Surf Life Saving Club details	
Surf Life Saving Club:	Maroubra SLSC
Plan completed by:	Victoria Park, Junior Development Secretary Maroubra SLSC
Plan approved by:	John Georgas, Director of Junior Development Maroubra SLSC Danny Donohue, President Maroubra SLSC
Plan effective:	Sunday 18 October 2020

### Requirements for SLSC

Requirements for your SLSC and the actions you will put in place to keep your SLS members, staff and other people safe.

**NOTE: The following plan aligns to the Maroubra COVID-19 Safety Plan and additional details are specific to the following Surf Sports activities:**

- Beginner board training – Saturday morning, Frenchman's Bay
- Intermediate board training – Maroubra Beach
- March Past and R&R training – Maroubra Beach

Requirements	Actions
Wellbeing of SLS members, staff and other people	
Members are asked not to attend to any Surf Life Saving related activities if they have been near an identified hotspot or are a close contact of someone who has been at near a hotspot.	<ul style="list-style-type: none"><li>• Ensure this requirement is clearly communicated to members</li><li>• Ensure members are aware that the NSW Government has implemented restrictions on those who have been in Victoria to assist containing this and may introduce further restrictions for those who have travelled through NSW hotspots. INC overseas</li></ul>

Requirements	Actions
<p>Communicate regularly with SLS members, staff and other people to remind everyone that they should not come to the SLSC if unwell with respiratory symptoms or fever. Encourage testing of anyone with symptoms in line with advice from NSW Health.</p>	<ul style="list-style-type: none"> <li>• Create a communications plan that includes a schedule of communications as well as the appropriate communication tools, e.g., social media, email, SMS, What's App, SurfGuard</li> <li>• Regularly update and refer members to your SLSC or SLSNSW COVID-19 updates webpage—have their messaging align.</li> <li>• Include a small reference and hyperlink to this with any club newsletters to avoid over-saturation of COVID-19 messages and only draw more attention to the webpages when significant changes have been made, e.g., following NSW Government updates.</li> </ul>
<p>Exclude SLS members, staff and other people who are unwell.</p>	<ul style="list-style-type: none"> <li>• Display signage with large font and/or images at entry points requesting those who are unwell not to enter the building or designated space and participate in activities.</li> <li>• Communicate on club webpages and through social media channels that people who are unwell should not attend or participate in SLS activities.</li> </ul>
<p>Provide SLS members, staff and others with information and training on COVID-19, including when to get tested, physical distancing and cleaning, and how to manage a sick person or victim.</p>	<ul style="list-style-type: none"> <li>• Refer people to <a href="#">COVID-19: What It Is, How to Prevent Spread online awareness course</a> (Est. Duration 5-7 minutes) created by <b>SLSA eLearning provider eTrainu</b></li> <li>• Refer people to the eLearning course for <a href="#">COVID-19 infection control training</a> (Est. Duration 30 minutes) created in partnership by <b>The NSW Department of Health</b> and Aspen Medical.</li> <li>• <b>Refer people to the NSW Health public COVID-19 Clinics</b> and free <a href="#">COVID-19 GP Respiratory Clinics</a> in NSW.</li> <li>• Recommend testing if someone has a fever, cough, sore throat or shortness of breath and meets the <a href="#">current testing criteria</a>.</li> </ul>
<p><b>Physical Distancing</b></p>	
<p>Assess the safe capacity of communal facilities (one person per 4 square metres), such as offices, meeting or training rooms, showers, change rooms and lockers. Display signs at entrances with the maximum safe capacity for that space or room and have strategies in place to reduce crowding and promote physical distancing.</p>	<ul style="list-style-type: none"> <li>• Beginner board training, Max 60 participants (broken into smaller groups of Max 20) – drop off and pick up at slip way</li> <li>• Intermediate board training, Max 40 participants (broken into smaller groups of Max 20) – minimal participants, drop off and pick up outside club</li> <li>• March past and R&amp;R training, Max 40 participants (broken into smaller groups of Max 20) – minimal participants, drop off and pick up outside club</li> </ul>
<p>Ensure gym, sport, recreation or any other classes, or sport activities, have no more than 20 participants, plus the instructor and any assistants, per space and comply with one person per 4 square metres.</p> <p>There may be multiple classes in a room if there is sufficient space to accommodate this and the classes remain separate. Ensure participants maintain 1.5 metres physical distance where practical.</p>	<ul style="list-style-type: none"> <li>• Beginner board training, Max 60 participants (broken into smaller groups of Max 20) – drop off and pick up at slip way</li> <li>• Intermediate board training, Max 40 participants (broken into smaller groups of Max 20)</li> <li>• March past and R&amp;R training, Max 40 participants (broken into smaller groups of Max 20)</li> </ul>
<p>Ensure the number of people does not exceed one person per 4 square metres (including staff and members) to a maximum of 500 people.</p>	<ul style="list-style-type: none"> <li>• As above</li> <li>• Communicate on club webpages and through social media channels the maximum number of people allowed in the nipper's program, on beach and in club at any one time</li> </ul>
<p>Have strategies in place to prevent parents, participants and/or spectators from co-mingling between groups.</p>	<ul style="list-style-type: none"> <li>• Parents – will be directed to 'drop and go' for the duration of the activities</li> <li>• Communicate on club webpages and through social media channels the COVID plan for nippers Sunday program including how they should move between places to avoid gatherings and maintain safe physical distancing before, during and after nippers' program.</li> </ul>

Requirements	Actions
Have strategies in place to manage gatherings that may occur immediately outside the premises or after an activity has finished. Such as with drop off and pick up zones or staggered start/finish times.	<ul style="list-style-type: none"> <li>Remind participants of the 'get in, get active and get out', and no-gathering zones within and around the surf club—include this information in any communications</li> </ul>
Implement and take reasonable steps for children and young person's activities and recreation, to ensure parents supervising or supporting children are physically distancing.	<ul style="list-style-type: none"> <li>Parents – will be requested to 'drop and go' for the duration of the activities</li> <li>Communicate on club webpages and through social media channels the COVID plan for nippers Sunday program including how they should move between places to avoid gatherings and maintain safe physical distancing before, during and after nippers' program.</li> </ul>
Put plans and systems in place to monitor and control the numbers of SLS members, staff and other people on site at any given time to allow for physical distancing.	<ul style="list-style-type: none"> <li>Minimal numbers for mid week and Saturday activities</li> </ul>
Reduce crowding wherever possible and promote physical distancing with markers on the floor, including where people are asked to queue.	<ul style="list-style-type: none"> <li>Minimal numbers for mid week and Saturday activities</li> </ul>
Use telephone or video platforms for essential meetings where practical.	<ul style="list-style-type: none"> <li>All nippers committee meetings will be held virtually</li> <li>Where meetings in person social distancing guidelines will be adhered to</li> </ul>
Where practical, stagger the use of communal facilities. Strongly encourage everyone to shower/change at home where possible.	<ul style="list-style-type: none"> <li>Minimal number of parent helpers for surf sports activities will mean limited requirement to access club facilities</li> </ul>
<b>Hygiene and Cleaning</b>	
Adopt good hand hygiene practices.	<ul style="list-style-type: none"> <li>Promote clean your hands as per recommendations from NSW Health – shown in their posters (6 steps, 20 seconds).</li> </ul>
Avoid shared food and drinks.	<ul style="list-style-type: none"> <li>N/A for surf sports training</li> </ul>
Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.	<ul style="list-style-type: none"> <li>Follow manufacturer's instructions for disinfectant solutions</li> </ul>
Encourage contactless payment options.	<ul style="list-style-type: none"> <li>Use the <a href="#">SLS Payment Gateway</a> for online transactions (apply to use with Form F079 on SLSA IT Helpdesk)</li> <li>Encourage the use of the <a href="#">online membership joining webpage</a> and the SLS Members Area to renew membership</li> </ul>
Encourage everyone to bring their own water bottle, sweat towels, exercise mats and equipment.	<ul style="list-style-type: none"> <li>Communicate on club webpages and through social media channels areas for everyone to bring their own water bottle, and equipment</li> </ul>
Ensure processes are in place to clean or launder shared clothing items after use, such as wetsuits, rash shirts and caps used for training or water safety as well as PPE for IRB crews.	<ul style="list-style-type: none"> <li>Water safety to use personal rashie only</li> <li>IRB vests to be disinfected and hung out to dry post use</li> </ul>
Have hand washing facilities or alcohol-based hand sanitiser at key points around the site, such as entry and exit points and meal areas. Hand sanitiser may not work well if hands are visibly dirty.	<ul style="list-style-type: none"> <li>Hand sanitiser at drop off zone</li> </ul>
Reduce sharing of equipment (including SLS equipment, hire equipment, tools and machinery used at the SLSC) where practical and ensure these are cleaned with detergent and disinfectant between use.	<ul style="list-style-type: none"> <li>Equipment – boards, buckets etc to be wiped down in between age groups and at end sessions</li> <li>Post program wash zone for final wipe down pre storage</li> <li>Use of gloves</li> </ul>
SLS members and staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	<ul style="list-style-type: none"> <li>SLS members are required to wear gloves and other PPE whilst carrying out cleaning duties.</li> </ul>
<b>Record keeping</b>	

Requirements	Actions
Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your SLSC and notify SafeWork NSW on 13 10 50.	<ul style="list-style-type: none"> <li>Grant Owen – 0407 107 155 will notify SafeWork NSW on 13 10 50 and be the first point of contact should this occur</li> </ul>
Keep a record of name and a mobile number or email address for all staff, volunteers, participants, contractors and other people for a period of at least 28 days. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.	<ul style="list-style-type: none"> <li>App sign in per VIC SLS for all kids and parent helpers</li> </ul>
Make your SLS members, staff and other people aware of the <a href="#">COVIDSafe app</a> and its benefits to support contact tracing if required.	<ul style="list-style-type: none"> <li>This will be promoted through the existing communication channels</li> </ul>

## Specific risks related to junior activities

Requirements for your SLSC and the actions you will put in place to keep your SLS members, staff and other people safe.

Requirements	Actions
<b>Junior Activities</b>	
Ensure that only qualified members are on the beach as part of the delivery of nippers and training.	<ul style="list-style-type: none"> <li>Age Managers, Coaches and Junior Activity Chairs wear clearly marked club shirts, and qualified water safety personnel wear the orange rash vest and cap while on duty (as per SLSA water safety policy)</li> <li>Everyone involved in nippers has required award for role and uniform</li> <li>Age Managers, Assistants, COVID marshals – age managers award</li> <li>Water safety - bronze or SRC</li> </ul>
Ensure that designated beach training areas as well as their entry and exit points are clearly marked out for nipper training and groups to comply with one person per 4 square metres of space rule	<ul style="list-style-type: none"> <li>Beginner board training, Max 60 participants (broken into smaller groups of Max 20) – drop off and pick up at slip way (see below)</li> <li>Intermediate board training, Max 40 participants (broken into smaller groups of Max 20) – minimal participants, drop off and pick up outside club</li> <li>March past and R&amp;R training, Max 40 participants (broken into smaller groups of Max 20) – minimal participants, drop off and pick up outside club</li> </ul>
Weather contingent planning.	<ul style="list-style-type: none"> <li>Beach close: cancel</li> <li>Heavy rain: cancel</li> <li>Call 24 hours prior</li> </ul>
Map	

Requirements

Actions

