



TATE SKI CLUB Inc 2021 COVID 19 Management Plan

V3 - 26/05/21

Summary:

COVID 19 is a rapidly evolving event, and as the response to the pandemic changes in accordance with the current level of risk, TATE SKI CLUB will continue to monitor Government advice regarding how to manage the COVID 19 risk to the club, our members or their guests.

This document aims to provide guidance around the following scenarios:

- How TATE SKI CLUB will manage the guidelines around pre-requisites prior to entering the lodge
- How TATE SKI CLUB will manage the guidelines while using the lodge
- How TATE SKI CLUB may need support from our members and guests to meet our obligations post using the lodge
- Understanding how a change in the government mandates will be managed.

Based on the current restrictions, it is very clear that TATE SKI CLUB will have to adapt our operating model for the lodge to ensure that we comply with the COVID restrictions. The following will apply:

- The maximum capacity will be 22 people.
- All bookings will be waitlisted, with a manual allocation process being followed to ensure COVID-safe room sharing arrangements are followed.
- Visitors will need to observe the rules of the TATE SKI CLUB COVID management plan (this document) and follow the lodge captain's advice. Management of the risk associated with members of a booking is the responsibility of the person making the booking. Visitors to the lodge who are not confirmed bookings for accommodation (including any visiting members), are not permitted to enter the lodge.
- Social distancing and aerosol prevention is an important COVID risk management tool the following are recommended:
 - Maintain 1.5m spacing between people as much as possible
 - Wear a mask
- All reporting requirements will need to be observed within the lodge. As at the time of writing this is:
 - The collection of contact details of the occupants of the lodge
 - The use of the Service NSW COVID 19 App.

- Provision of a COVID 19 waiver to the booking officer
- The lodge captain over the booking period will be responsible to assist TATE SKI CLUB to implement and report on or COVID-19 management plan.
- TATE SKI CLUB will no longer provide doona covers, or pillow slips. These will need to be provided by guests for their own use. Each guest must bring a doona cover in addition to the normal requirement for bringing 2 pillow cases and bed sheets. TATE SKI CLUB will continue to provide mattress protectors.
- Additional cleaning requirements will need to be performed by members and guests during their stay to minimise the risk of cross infection. These additional cleaning requirements will be outlined on the lodge duties sheet in the lodge as well as with signage throughout the lodge.

TATE SKI CLUB does not have a full time lodge manager, hence compliance the requirements around COVID rely on the co-operation of our members and guests.

TATE SKI CLUB is required to comply with the Commonwealth and NSW Government orders, and may need to quickly change to respond to changes in the government orders. This may include preventing access to the lodge from particular high risk locations including hotspots.

TATE SKI CLUB is unable to accept the risk associated with individuals being exposed to, or contracting COVID while staying at the lodge. Each guest will need to sign an acknowledgement that they understand their own personal risk profile associated with COVID, that they are healthy at the time they enter the lodge, and that they will not hold TATE SKI CLUB or its officers responsible for any COVID related illness.

As the response to COVID continues to evolve, this document may be updated to reflect the current requirements. Please ensure you check with the Booking Officer, Club Captain or website that you have the current version of the document prior to using it as your reference.

Personal Wellbeing:

To ensure that TATE SKI CLUB does not unduly expose any of our members or guests to exposure to illness while they are guests of TATE SKI CLUB, the following are the minimum requirements around lodge entry and egress:

- All occupants of the lodge are expected to self-assess their own risk associated with contracting COVID-19. TATE SKI CLUB encourages anyone who identified as being part of a high risk category to consider not visiting the lodge
- No person who either has, or is suspecting of having COVID-19 may enter the lodge. Anyone who is suspected of being exposed to (close contact), or infected with COVID-19 will need to complete a 14 day self-isolation or receive medical clearance prior to being allowed to access the lodge
- Anyone suffering from any of the following symptoms must not enter the lodge, even if they have a recent negative COVID 19 test:
 - fever
 - cough
 - sore/scratchy throat and
 - shortness of breath.
- If the above symptoms commence during your stay at the lodge, you must notify the Lodge Captain and make arrangements to leave the lodge that day and limit interaction with other members by maintaining social distancing and wearing a mask.
- A refund will be provided for any cancellation due to the above symptoms
- All members and guests who are accessing the lodge are requested to use the Service NSW COVID 19 App to register their location. The QR code is available in the lodge.
- In the event of a suspected or known exposure to COVID-19, the COVID Exposure management plan in Appendix 1 will be implemented.

While in the lodge:

Cleaning and sanitation:

- The club is continuing with the standard cleaning duties and these will be amended and expanded to account for the increased health risk associated with COVID-19
- Additional cleaning and sanitation measures have been implemented as part of the lodge duties and will need to be followed by members and guests during their stay at the lodge as follows:
 - Hand sanitisation stations have been installed throughout the lodge. All lodge occupants are expected to sanitise their hands when entering the lodge or transitioning between zones in the lodge to minimise the risk of cross infection
 - Bathrooms
 - Cleaning materials have been placed inside each bathroom, the lodge duties list and signage throughout the lodge will provide guidance on cleaning duties and frequency. This will include that high touch areas in bathrooms (hand basins, door handles, and showers) are wiped down with disinfectant at least once per day
 - Toilets

- Toilets to be cleaned daily
- Kitchen
 - All dishes are to be washed, then run through the sanitiser, dried with paper towel and put away as soon as is practically possible after use. The practice of leaving dishes on the sink in a dish drainer to dry will not be permitted.
 - Kitchen bench wipe down with disinfectant cleaner daily
- High use doors and balustrades (drying room, entry, hallway doors, stairwell)
 - Daily wipe with disinfectant
- Lounge
 - Wipe down coffee tables with disinfectant daily
- Bedrooms
 - Wipe down all hard surfaces with disinfectant on departure
- Dining
 - Wipe down tables with disinfectant after use
- When checking out, the following measures will need to be completed (refer to the club duties sheet for more detail):
 - All surfaces in communal areas will need to be wiped down with the supplied surface disinfectant
 - All hard surfaces in bedrooms will need to be wiped down with the supplied surface disinfectant. (Any bedroom which has not been entered during the booking will not need to be addressed.)
 - All surfaces in bathrooms and toilets will need to be wiped down with the supplied surface disinfectant
 - Normal vacuuming and floor sweeping will need to be completed

Social distancing:

- The 1.5m separation rule is strongly encouraged. As much as possible maintain a 1.5m separation outside of family or room groups.
- Bedrooms – only those booked into rooms to access these rooms.
- Drying room – particular care will be required in the use of the drying room. Wherever possible avoid mixing clothing from different room groups in the one area of the drying room. Please consider not putting any item which comes into contact with your face in the drying room (eg neck warmer)
- Entry foyer – as much as possible maintain the 1.5m rule during high traffic periods of people entering and exiting the building

Record Keeping:

- TATE SKI CLUB encourages all members and guests who will be accessing the lodge to use the Service NSW application to register their location to support contact tracing.
- Booking officer will keep a record of lodge attendance and room allocation. Accurate addresses and contact details of each guest during the booking process is a legal requirement and is critical in the event of any required contact tracing.
- Ensure that all day to day cleaning and sanitation requirements detailed in the duties list are met

Appendix 1 - COVID-19 Exposure Response

There are two potential scenario's where we may see a potential exposure, these are:

1. A member or guest who is staying within the lodge develops COVID-19 symptoms
2. A member or guest who has stayed in the lodge within the last 14 days develops COVID-19 symptoms or tests positive to COVID-19

Scenario 1 - A member or guest who is staying in the lodge develops the following COVID-19 symptoms:

- fever
- cough
- sore/scratchy throat and
- shortness of breath.

it is unlikely that it will be possible to effectively manage someone with COVID in the lodge while others are still staying in the lodge. The following strategies will be used to minimise the risk of cross infection to others.

- As soon as you identify that there is a suspected case within the lodge notify the lodge captain, and get all occupants of the lodge to wear face masks.
- Using the non-contact thermometer in the response kit, check the temperature of all guests of the lodge. Ensure anyone with elevated temperature is also treated as potentially COVID positive.
- Those showing symptoms shall be helped to leave as soon as possible. Until leaving they are requested to isolate in their rooms.
- Notify the Booking Officer of a potential COVID infection within the lodge
- After leaving, immediately initiate a deep clean of all public areas and the bedroom that they had used
- Ensure regular updates are provided to the Lodge captain and booking officer

Scenario 2 - A member or guest who has stayed in the lodge develops symptoms or tests positive after being at the lodge.

- Management of this scenario will be triggered by the NSW Government Health Authorities. It is likely that they will contact TATE SKI CLUB to seek information around who has been in the lodge. Please provide the contact details of the Booking Officer to the case manager.

Reference Information:

NSW Health self isolation guidelines for people suspected to have COVID- 19 infection -

<https://www.health.nsw.gov.au/Infectious/factsheets/Pages/advice-for-suspected.aspx>

NSW Health self isolation guidelines for people confirmed to have COVID- 19 infection -

<https://www.health.nsw.gov.au/Infectious/factsheets/Pages/advice-for-confirmed.aspx>

NSW Health self isolation guidelines for close contacts

<https://www.health.nsw.gov.au/Infectious/factsheets/Pages/advice-for-contacts.aspx>