

TEA GARDENS HAWKS NEST COVID-19

PATROL

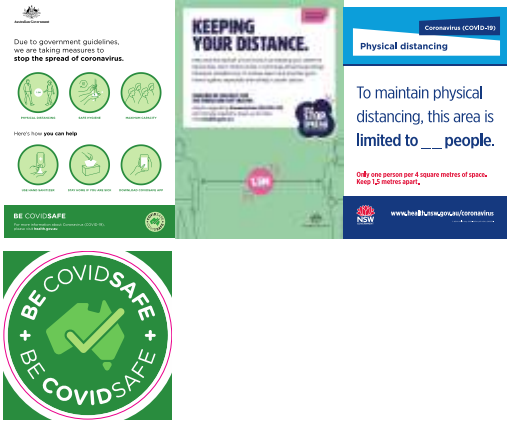
Safety Plan 2020-2021

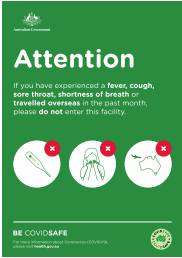
Tea Gardens Hawks Nest Surf Life Saving Club details


Surf Life Saving Club:	Tea Gardens Hawks Nest SLSC
Plan completed by:	Nicola Young President
Plan approved by:	Committee 19/08/2020
Plan effective:	20/08/2020

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.

Requirements	Actions
Wellbeing of SLS members, staff and other people	
<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"> Communication with Patrol members will occur as a minimum 1/mth. This will occur via text/ email &/ Social Media.
<p>Display conditions of entry (website, social media, venue entry). Consider displaying the maximum number of people allowed in each room/space shown online and at a clear place of entry.</p> 	<ul style="list-style-type: none"> At this stage 5 persons are allowed in the Gear shed at any one time. (This will be re-assessed closer to patrol start as the removal of gear such as gator, IRB or Row Boat will allow for persons) There will be clearly designated entry and exit signs erected. The use of the roller doors will remain the same as historically used due to the nature of our activity. As soon as the Patrol is set up close the roller door to limit use of the roller door. Photo of these signs to be communicated prior to Patrol start Display conditions of entry to be displayed. <ul style="list-style-type: none"> (i) Social Distance Poster (ii) Register (iii) Max Number Poster (iv) If you feel ill Poster
<p>Ensure COVID-19 Safety Plans are in place, where relevant, for:</p> <ul style="list-style-type: none"> Gear Shed Patrol Van 	<ul style="list-style-type: none"> Patrolling Covid Safe Plan included in COVID Plan 2020-2021

Requirements	Actions
<ul style="list-style-type: none"> • IRB • Radio's 	<ul style="list-style-type: none"> • Club Captain and Covid Safe Co-Ordinator to Review COVID-19 Safety Plans on a weekly basis. (Add to Calendar after AGM) • Have NSW Health posters on mental health posters around the club and include links to the NSW Health videos on the club website where possible (ADDED) • Max number for the Patrol Van to be calculated and a sign placed in the van. • Radios should have limited use by different members. Radio's need to be wiped clean with sanitising wipes between users and at the competition of each Patrol.
<p>Exclude SLS members, staff and other people who are unwell.</p> 	<ul style="list-style-type: none"> • Signage about when not to attend work to be displayed and shared via communication methods. • Compassion and understanding to be offered with regards to 100% Patrol especially with those that are in a High Risk Category. <p>Patrol Captains and Committee Members to undertake Covid training</p> <p>https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training</p>
<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"> • The following link is a great tool for all members <u>COVID-19: What It Is, How to Prevent Spread online awareness course</u> (Est. Duration 5-7 minutes) created by SLSA eLearning provider eTrainu: • Refer people to the eLearning course for <u>COVID-19 infection control training</u> (Est. Duration 30 minutes) created in partnership by The NSW Department of Health and Aspen Medical. Added to Covid Plan 2020-2021 • Refer people to the NSW Health public COVID-19 Clinics and free COVID-19 GP Respiratory Clinics in NSW. Recommend testing if someone has a fever, cough, sore throat or shortness of breath and meets the <u>current testing criteria</u>. • These have all been added to web page and will be a focus of one of the communication points throughout the season BUT must be highlighted at the Pre- Season Patrol Captains meeting.
<p>Physical Distancing</p>	
<p>Assess the safe capacity of communal facilities (one person per 4 square metres of space), 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"> • Signage as above.
<p>Ensure the number of people in a facility does not exceed one person per 4 square metres of space (including staff and spectators).</p>	<ul style="list-style-type: none"> • Communicate on club webpages and through social media channels the maximum number of people allowed in a club at any one time • Have app signage visible as stated previously.
<p>Have strategies in place to manage gatherings that may occur immediately outside the premises or after an activity has finished.</p>	<ul style="list-style-type: none"> • Communicate throughout the season to encourage Patrol members to arrive 10 minutes before change over and to leave premises as soon as is safely possible.
<p>Move or block access to equipment to support 1.5 metres of physical distance between people.</p>	<ul style="list-style-type: none"> • All equipment will be spread out as much as our Gear Shed allows.

Requirements	Actions
	<ul style="list-style-type: none"> Patrol Van to be completely unpacked after each Patrol, washed and then repacked with gloves on. All equipment to be wiped down with sanitising wipes before being replaced into Patrol Van or gator.
<p>Provide visual aids above hand wash basins to support effective physical distancing, e.g., NSW Government Posters</p> 	<ul style="list-style-type: none"> Posters about hand washing to be placed at sink in gear shed. Links to the NSW Health videos have been placed on the club website. Communication about hygiene to be included in ongoing Covid info.
<p>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.</p>	<ul style="list-style-type: none"> Patrol log book will serve as a register for Covid purposes. Mobile numbers can be sort by Surfguard access if needed. This needs to be communicated to Patrol Captains at pre- season meeting to highlight the additional importance of this document. This will also be communicated to all members within this plan.
<p>Use telephone or video platforms for essential meetings where practical.</p>	<ul style="list-style-type: none"> Schedule club committee and any other meetings via Zoom or Microsoft Teams when sharing documents or screens is required. Arrange teleconferences to avoid
<p>Where practical, stagger the use of communal facilities. Strongly encourage everyone to shower/change at home where possible.</p>	<ul style="list-style-type: none"> To be communicated at Patrol Captains pre- season meeting.
Hygiene and Cleaning	
<p>Adopt good hand hygiene practices.</p>	<ul style="list-style-type: none"> Clean your hands as per recommendations from NSW Health – shown in their posters (6 steps, 20 seconds). Wash hands before and after touching things Avoid sharing frequently touched items Ensure Sanitiser is in Patrol Van and Gator as well as first aid room.
<p>Avoid shared food and drinks.</p>	<ul style="list-style-type: none"> All crockery in first aid room to be replaced with single use options. Do not permit catering with shared food and drink options Encourage member to bring their own food and drinks, e.g., bring your own water bottle, do not schedule BBQs with shared equipment and sauces Provide single use, environmentally friendly cutlery, plates and cups
<p>Clean frequently used indoor hard surface areas at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day.</p>	<ul style="list-style-type: none"> Cleaning of services needs to be carried out on every Patrol. One Patrolling member will need to follow the following guidelines to ensure the safety of all members. Gloves need to be used when undertaking all cleaning activities. Clean first with detergent and water, and then use a disinfectant. Clean frequently used indoor hard surface areas. Clean frequently touched areas and surfaces several times per day, e.g., door handles. The Radio re-charging cases will also need to be sanitised on each Patrol.

Requirements	Actions
Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.	<ul style="list-style-type: none"> Follow manufacturer's instructions for disinfectant solutions
Encourage contactless payment options.	<ul style="list-style-type: none"> Use the SLS Payment Gateway for online transactions (apply to use with Form F079 on SLSA IT Helpdesk) Encourage the use of the online membership joining webpage and the SLS Members Area to renew membership
Encourage everyone to bring their own water bottle, sunscreen, sweat towels, exercise mats and equipment.	<ul style="list-style-type: none"> To be communicated at pre- season Patrol captains Meeting and to all members prior to season launch.
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"> Life Jackets to be cleaned after each Patrol NOT just at days end. The jackets will need to be hosed and placed into a solution to ensure no virus contamination.
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"> Have hand washing facilities or alcohol-based hand sanitiser at entry and exit points as well as in Patrol Van, Gator and First Aid room.
Ensure there is accessible detergent/disinfectant and gloves for people to use, should they wish.	<ul style="list-style-type: none"> Have disinfectant and gloves in the first aid room, Patrol van and gator.
Provide visual aids above hand wash basins to support effective hand washing, e.g., NSW Government Posters	<ul style="list-style-type: none"> Post the NSW Government Posters around the club as per their recommendations, Handwash and handrub posters above every handwashing facility Physical distance and mental health posters at every entry and exit point include links to the NSW Health videos on the club website where possible, e.g., good hygiene starts here
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"> Communicate on club webpages and through social media channels areas for everyone to bring their own equipment where possible Clean any equipment before and after use while wearing gloves
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"> SLS members are required to wear gloves and other PPE whilst carrying out cleaning duties.
Where reasonably practical, consider methods to avoid the shared use of items, such as pens and pencils, tools or workstations.	<ul style="list-style-type: none"> Provide cleaning wipes next to items that must be shared so they can be regularly wiped down Communicate on club webpages and through social media channels areas for everyone to bring their own stationary, avoid sharing items, and distancing any work stations to comply with physical distancing requirements
Record keeping	
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"> The Club's President will notify SafeWork NSW on 13 10 50 and be the first point of contact should this occur
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"> For Patrol purposes the Patrol Members Log In book will also form a Covid register for Patrol purposes only. A sign on sheet will be placed inside the Patrol shed for anyone entering the shed that is not a registered Patrolling member.

Requirements	Actions
Make your SLS members, staff and other people aware of the COVIDSafe app and its benefits to support contact tracing if required.	<ul style="list-style-type: none"> <i>This has already been communicated on social media but will be addressed at pre-season Patrol Captains meeting and communicated to all members again as part of pre-season information.</i>

Specific risks related to Lifesaving

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

Risks	Actions
Lifesaving	
Contact with Patients and members of the public during rescues	<ul style="list-style-type: none"> <i>Use a bag-valve-mask (BVM) where possible as safer alternative</i> <i>Resuscitation masks with a one way valve may still be used following individual risk assessment or a lifesaver may perform compression only CPR.</i> <i>Maintain a safe distance while checking breathing</i>
Regularly clean rescue-ready equipment and contact points of rescue equipment used during rescues	<ul style="list-style-type: none"> <i>Wash hands and contact points after use</i>
Use of Radios	<ul style="list-style-type: none"> <i>Make sure radios are in bags</i> <i>Ensure Radios are wiped clean between different users and at the completion of every Patrol.</i>
Oxygen Equipment	<ul style="list-style-type: none"> <i>Clean non-disposable parts of the unit thoroughly</i> <i>Use single only equipment.</i>
First Aid equipment	<ul style="list-style-type: none"> <i>Wear Gloves when handling any first aid equipment</i> <i>Do not use first aid equipment that is clearly damaged or used where possible</i>
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