

# RETURN TO SPORT IN A COVID-19safe ENVIRONMENT

## LAKE COOTHARABA SAILING CLUB

### AQUATIC SPORTS INDUSTRY COVID SAFE PLAN

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Version 3 – 02/07/20	
This Plan incorporates Aquatic Sports, Food Services & Hotels & Clubs Industry Safety Plans.	

#### Aquatic Sub-Group – Open Water Aquatic

Open Water Sub-Group operate outdoors in an open and fresh air environment (oceans, rivers, lakes). This group is primarily non-contact sports. Participants are often not facing each other, and there is a high likelihood of a breeze being present. This group primarily use water-craft that cater for multiple people in one craft. Participants are likely to be socially distanced between at least 0.5 -1.2m during training and/or competition.

Some sharing of water-craft and equipment occurs.

- Each sport in the Group has specific modified training and/or competition guidelines to adhere with Government recommendations and requirements (such guidelines can be provided on request).
- The Group will adhere to any other specific venue specific guidelines or other Industry COVID Safety Plans developed by other endorsed groups for each facility utilised by the group for training and competition.
- Each sport in the Group will appoint a COVID-19 Safety Coordinator using the Sport AUS Position Description as a template – see References.

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# 1. Introduction

The purpose of this COVID-19 Safety Plan (**Plan**) is to provide an overarching plan for the implementation and management of procedures by LAKE COOTHARABA SAILING CLUB INC (**LCSC**) to support it and its members and participants in the staged resumption of community sport and club activities.

This Plan shall encompass Industry Safety Plans relevant for Aquatic Sports; Food Services; Hotels & Clubs.

The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among members, participants, coaches, officials, administrators/volunteers, visitors, families and the broader community. The Plan provides the framework to govern the general operation of LCSC, any facilities it controls, the racing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at LCSC facilities.

This Plan includes, but is not limited to, the conduct of:

- a. staged training and competition activities (sport operations); and
- b. facility management and supporting operations (facility operations).

At all times the Plan is subject to all regulations, guidelines and directions of government and public health authorities as discovered.

# 2. Key Principles

This Plan is based on, and accepts the Australian Institute Sport (AIS) Framework for Rebooting Sport in a COVID-19 Environment (**AIS Framework**); National Principles for the Resumption of Sport and Recreation Activities (**National Principles**); Queensland Government State Approved Industry Safety Plans for Aquatic Sports; Retail Food Services AND Hotels & Clubs; SafeFood Queensland; Safe Work Australia; Queensland Government Health Directives

This staged approach is in line with directions from the Queensland Government's Chief Health Officer, specifically Queensland's Roadmap to easing restrictions and also the Return to Play Guide for the Queensland Sport, Recreation and Fitness industries.

The Plan also accepts as key principles that:

- The health and safety of members, participants, coaches, officials, administrators/volunteers and the broader community is the number one priority;
- Members, participants, coaches, officials, administrators/volunteers and the broader community need to be engaged and briefed on LCSC's return to sport plans as required;
- Facilities will be assessed by 'The Safety Officer' and appropriate plans developed to accommodate upgraded hygiene protocols, physical distancing and other measures to mitigate the risk of transmission of COVID-19 e.g. sanitation stations, signage;
- Training cannot resume until the arrangements for sport operations and facility operations are finalised and approved, if necessary; and
- At every stage of the return to sport process LCSC must consider and apply all applicable State and Territory Government and local restrictions and regulations. LCSC needs to be prepared for any localised outbreak at our facilities, within our competitions or in the local community.
- LCSC shall provide education and/or training about Covid-19 safety measures to all participants, volunteers, and support staff as it shall see fit and according to any requirements for training which may consist of training approved by a Peak Body or the Queensland Government as required and training to all Volunteers responsible for the conduct of training, event operations or other relevant activities.

Aquatic Sport is has unique risks – the following key points need to be addressed within all other directives as part of the overarching principles outlined in this plan:

· Implementation of strict hygiene and sanitisation measures in particular:

- a. at all entry and exit points
- b. communal areas and shared facilities
- c. shared participant equipment.

#### Principles for Stage 3

Stage 3 will be guided by the following Principles:

- **Contact** – full contact is permitted on the water during racing and training. At all other times, participants, coaches, supervisors, officials, trainers, and spectators are to observe physical distancing requirements and undertake sound hygiene practices as detailed in this Plan.
- **Facility capacity** – the total number of people to attend an activity, training and competition at indoor venues is to be based on occupant density of one person per two square metres for venues of 200 square metres or less (up to a total of 50 people) and one person per four square metres for venues of 200 square metres or more. For outdoor venues, physical distancing off the water is required. Risks will be managed through mandatory record keeping, through group segmentation and buffer zones as appropriate.
- **Facility usage** – all elements of sailing are accessible in line with relevant health guidelines and directives. This means facilities such as canteens, change rooms, bathrooms, storage rooms and bars will reopen and operating hours can also be amended. This Plan will detail how LCSC will manage the use of ancillary facilities in relation to cleaning/sanitisation and flow of people both in and outdoors where possible. All facility components will be operated in accordance with the relevant approved Industry COVID Safe Plan.
- **Events** – such as training, club racing and regattas will recommence as seen in the Roadmap Phase 3.
- **Compliance with industry COVID Safe Plans** – all activity is to be conducted in accordance with relevant Industry COVID Safe Plans and Public Health Directives. This includes organisations detailing how all persons at the activity/facility will be tracked, and traced, including spectators.

**These principles will be applied using the Sport Operations and Facility Operations tables below.**

### 3. Responsibilities under this Plan

LCSC retains the overall responsibility for the effective management and implementation of the return to sport activities and operations outlined in this Plan.

The Covid 19 Safety Officer/s and Executive Committee are responsible for:

- Approving the Plan and overseeing the implementation of the arrangements in the Plan; and
- Revising the Plan as required, ensuring it reflects up to date information from government and public health officials.

This Committee has appointed the following person/s as the LCSC COVID-19 Safety Officer to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

<b>Name</b>	RHONDA KILLEEN
<b>Contact Email</b>	<a href="mailto:vicecomm@lcsc.org.au">vicecomm@lcsc.org.au</a> or rhonda@bpre.net.au
<b>Contact Number</b>	0439798445

LCSC expects all members, participants, coaches, officials, administrative staff and volunteers to:

- Comply with the health directions of government and public health authorities as issued from time to time;
- Understand and act in accordance with this Plan as amended from time to time;
- Comply with any testing and precautionary measures implemented by LCSC;
- Act with honesty and integrity in regard to the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and reporting of potential symptoms.
- To act responsibly at all times and take reasonable care of their own health and hygiene and to not adversely affect the health and well being of others.

## 4. Risk Management and Workplace Health and Safety Requirements.

Where applicable, LCSC will comply with the following requirements and guidance.

### 4.1 Risk Management:

1. Continue to monitor COVID-19 situation and review and adjust risk management response accordingly.
2. Review delivery of return to sport arrangements and review of critical incident management arrangements and test organisational readiness.
3. At each stage of risk management, LCSC aims to include communication, consultation, instruction, training and supervision of volunteers.
4. LCSC shall include clear coverage of COVID-safe management of deliveries or trades.
  - a. Delivery drivers and other contractors who need to attend the workplace, to provide maintenance or repair services or perform other essential activities, shall be given clear instructions of our requirements while they are on site.
  - b. Hand washing facilities, or if not possible, alcohol-based hand sanitiser, shall be readily available throughout the venue.
  - c. Contactless methods such as mobile phones, tap & go will be encouraged.
5. LCSC shall show that records are being kept of the risk management process (e.g. as outlined in the Industry Plan). The detail and extent of recording will depend on the size of the event. It is useful to keep information on:
  - a. the identified hazards, assessed risks and chosen control measures (including any hazard checklists, worksheets and assessment tools used in working through the risk management process)
  - b. how and when the control measures were implemented, monitored and reviewed
  - c. who was consulted with
  - d. relevant training records
  - e. any plans for changes.
6. PPE sections should include relevant details – see page 6 of worksafe COVID Guide.
7. Management of psychosocial risks (including patron aggression) shall be included in our organisations plan – see page 8 of worksafe COVID Guide.

### 4.2 Workplace Health and Safety

1. WHS risk management processes will be revisited to identify and manage any new or changed hazards that may have arisen as a result of the Industry COVID Safe Plan.
2. Reporting and notification of COVID-19:
  - a. LCSC shall state clearly that if there is a confirmed or probable case of COVID-19 infection, Queensland Health will be notified by the medical professional who confirms the diagnosis and the relevant testing laboratory.
  - b. Upon being informed, a person at LCSC must notify Workplace Health and Safety Queensland that the case has been confirmed.
  - c. LCSC shall include keeping a record of each notifiable incident for at least 5 years from the day that notice of the incident is given to the regulator.

## 5. Return to Sport Arrangements

The Plan outlines specific sport requirements that LCSC will implement for Stage 3 Return To Sport on 10<sup>th</sup> July 2020.

The Plans objective will be to provide measures to reduce the impact of Covid-19 on volunteers and participants by the management of all activities and by providing information and controls relevant to each. The main controls will centre on the following:

Prevention – awareness of symptoms, screening for symptoms, visual posters, fit for sport

Identification/Isolation – manage personnel & organisational resources to better minimise any impact

Control – maintain health standards, keep updated, distribute information

Maintenance – promote good hygiene practices, physical distancing, focus on cleaning standards

Tracing – documenting attendees and record keeping

### 5.1 Roadmap to a COVIDSafe Australia

LCSC will also comply with the Australian government's Roadmap to a COVIDSafe Australia, which places limits on the type of activity that can be conducted and the number of people who can gather at facilities.

Roadmap Activities						
	LCSC will introduce a staged approach to resumption of sport with the initial phase being a small group activity <20 in Phase 3	LCSC will conduct an AGM & Presentation on 12 <sup>th</sup> July 2020 as advised and as notified to members as start of Phase 3 operations	<b>PHASE 2: 1<sup>st</sup> June 2020</b>  Not Applicable	<b>PHASE 3: 10<sup>th</sup> July 2020</b>  LCSC will Return To Sport as per Qld Health Restrictions and compliance with this Plan.	<b>Further steps TBC</b>	

## 6. Review and Monitor

Regular checks of all appropriate websites for updates shall be monitored on a regular basis. Checks for updated information shall be performed prior to any scheduled event and any changes immediately notified to the Executive Committee for approval and implementation. Any important updates or changes shall also be reported to members, volunteers and participants as required. Processes and control measures shall be monitored and altered as required and the use of feedback to improve organisational plans and systems from all attendees shall be encouraged.

## 7. Recovery

When public health officials determine that the outbreak has ended in the local community, LCSC will consult with relevant authorities to identify criteria for scaling back its COVID-19 prevention actions. LCSC will also consider which protocols can remain to optimise good public and participant health.

# Outline of Return to Sport Arrangements

## Part 1 – Sport Operations

Area	Plan Requirements	Plan Requirements
	TRAINING	RACING & COMPETITION
<b>Training &amp; Competition Processes</b>	<ul style="list-style-type: none"> <li>LCSC will emphasise "Get in, Train, get out" – arrive ready to train.</li> <li>No more than 499 people shall be permitted for Phase 3 including participants, volunteers, trainers, instructors, parents, carers and spectators for outdoor events.</li> </ul>	<ul style="list-style-type: none"> <li>LCSC will emphasise "Get in, Rig, Race, De-rig, get out" - arrive ready to sail for club racing events and regattas.</li> <li>No more than 499 people shall be permitted for Phase 3 including participants, volunteers, trainers and instructors for outdoor events and no more than 50 for indoors.</li> </ul>
<b>Physical Distancing Principles</b>	<ul style="list-style-type: none"> <li>The 1.5 metres between people, 4 square metres per person rule shall apply at all times when indoors and outdoors on land in any defined area.</li> <li>LCSC bathroom facilities, change rooms and showers will be closed for regular Learn To Sail sessions.</li> </ul>	<ul style="list-style-type: none"> <li>LCSC bathroom facilities will be closed for regular Club Racing sessions and only accessible by key available from the Safety Officer or their Nominee, and only after registering for access to the facility.</li> </ul>
<b>Keeping People Safe &amp; Healthy</b>	<ul style="list-style-type: none"> <li>Coach and/or Instructor to maintain Training Attendance Register for each event held. See Attached 'Attendance Register'. On completion of the event forward to Safety Officer.</li> <li>Coach and/or Instructor will complete a Session Checklist for each event held. See attached 'Training/Sailing Checklist'. On completion of the event all paperwork must be forwarded to the Safety Officer.</li> <li>Coach or Instructors should monitor participants at all times for signs of ill health and know the protocol to follow if someone does become unwell. See Management of Unwell Participants in Part 2 and 'Safe Work Australia' flow chart attached.</li> <li>Any training event that can be conducted (subject to COVIDSafe Roadmap) shall be written into the training information page and displayed on the LCSC website.</li> </ul>	<ul style="list-style-type: none"> <li>LCSC shall make available for major regatta events toilet facilities as notified for the event, only for use by participants and volunteers and subject to signing an attendance register, and practising all social distancing, cleaning and personal hygiene guidelines.</li> <li>The 1.5 metres between people shall apply at all times when indoors and outdoors; and when indoors or on land in a defined area, the 4 square metre rule per person shall also apply.</li> <li>Attendance Registers must be kept with details of all attendees including volunteers, participants, coaches and instructors in order to track or trace if required. See attached 'Attendance Register'. On completion of the event all paperwork must be forwarded to the Safety Officer.</li> </ul>
<b>Spectator/Parent Management</b>	<ul style="list-style-type: none"> <li>Spectator and parent management requirements will be introduced if required to limit unnecessary social gatherings (particularly adults) in defined areas with strict distancing measures for non-sporting attendees.</li> </ul>	<ul style="list-style-type: none"> <li>Participants should be monitored at the commencement of the event by the training or racing officials for any signs of ill health. If unwell, or if someone becomes unwell during any event, see Management of Unwell Participants in Part 2 and 'Safe Work Australia' flow chart attached.</li> </ul>

	<ul style="list-style-type: none"> <li>• Areas shall be suitably marked with physical barriers where possible to provide clear boundaries for permitted and non-permitted areas e.g. rope or directional markers for specified event.</li> <li>• Participants are expected to arrive with minimal overlap with other participants.</li> <li>• Where applicable not more than one parent/carer should attend per child and drop off/pick up will be encouraged if gathering numbers look to be exceeded.</li> <li>• No standing around close to other participants during or in between engagement in activities (e.g. when conducting briefings or waiting to participate).</li> <li>• Briefings should be conducted in the open air where possible adhering to social distancing and number restrictions.</li> <li>• Movement of training boats to be supervised and staged to avoid overlap. No contact including high fives/hand shaking, no socialising or group meals.</li> <li>• Training group/spectator group areas must maintain base density requirements of 4 square metres per person and physical distancing (&gt;1.5 metres) shall occur whilst on land or in clubhouse.</li> <li>• All participants and visitors are expected to abide by personal health, hygiene and sanitising requirements, which include use of sanitising stations before, during and after training or washing hands before and after training.</li> <li>• Treatment of shared equipment (e.g. sanitise equipment before, during, after sessions) and use of such equipment to be limited and supervised by Coach and/or Training Committee.</li> <li>• Emphasize to participants the social distancing requirements and hygiene practices. No sharing of personal equipment e.g. water</li> <li>• Defined areas for each group during training/competition shall be implemented if necessary to avoid congestion e.g. marshalling areas, spreading out rigging areas, launch areas and re-scheduling may be introduced to minimise contact.</li> </ul>	<ul style="list-style-type: none"> <li>• For any sailing event that can be conducted (subject to COVIDSafe Roadmap) a Notice of Race and Sailing Instructions shall be written and published on the LCSC website and shall include relevant Covid-19 information and restrictions.</li> <li>• COVID-19 safe Terms &amp; Conditions of entry shall apply to all LCSC Regattas &amp; Events and will be posted on the LCSC website.</li> <li>• All participants and support staff shall abide by personal health, hygiene and sanitising recommendations e.g. if possible wash or sanitise hands before and after any event, no sharing of personal equipment, supply own life jacket and water bottles.</li> <li>• Defined areas for each group during racing/competition shall be implemented if necessary to avoid congestion e.g. marshalling areas, spreading out rigging areas, launch areas and re-scheduling may be introduced to minimise contact.</li> <li>• Briefings, if necessary, shall be conducted according to social distancing measures. Where possible information for racing shall be emailed to participants and also published on the LCSC website prior to the event to avoid congestion.</li> <li>• Spectators accompanying participants will be discouraged to gather or congregate at any one point along the foreshore for the duration of all racing to avoid congestion and any breaching of Covid-19 health restrictions. They will be considered as part of the event and are expected to abide by all social distancing, health and hygiene recommendations.</li> <li>• All participants are expected to abide by personal health, hygiene and sanitising requirements, which can include the use of sanitising stations when entering/exiting the clubhouse, bar and toilet facilities.</li> <li>• Safety Officer/s shall be appointed for all Club and Regatta events relative to number of attendees.</li> </ul>
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Events		<ul style="list-style-type: none"> <li>• Resumption of event activities will align with the Whole of Government COVID Safe Plan for Events</li> <li>• Organisations must ensure the relevant approvals are in place as seen in the Roadmap for Easing Restrictions:</li> <li>• fewer than 500 people – no approval needed when following a COVID Safe Event Checklist</li> <li>• 500 to 10,000 people – need a COVID Safe Event Plan approved by local public health units • over 10,000 people – need a COVID Safe Event Plan approved by the Queensland Chief Health Officer. In addition to physical distancing, sanitation, hygiene and contact tracing requirements.</li> <li>• Events can be defined as those that fall outside of regular competition/fixtures and club nights (e.g. regattas, carnivals, championships, large scale events etc.)</li> </ul>
<b>Personal Health</b>  <b>Keeping People Safe &amp; Healthy</b>	<ul style="list-style-type: none"> <li>• All participants should return to sport according to their level of fitness to avoid injury.</li> <li>• Any participants, volunteers or parents/carers should never attend if feeling unwell or displaying any signs/symptoms of cold, flu, Covid 19 or other illness.</li> <li>• Washing of hands prior to, during and after training/sailing and use of hand sanitiser should be done as often as possible.</li> <li>• Avoid physical greetings and contact i.e. hand shaking, high fives, hugging etc. and avoid touching your face.</li> <li>• Cover all coughing, clearing nose, spitting etc and properly dispose of tissues and hand wash immediately afterwards.</li> <li>• Limit touching of high use surfaces when at clubhouse.</li> <li>• Minimise use of any shared equipment.</li> <li>• Ensure all equipment is clean pre and post activity and hands sanitised before and after use of any equipment.</li> <li>• Don't share drinks or towels. Launder own sailing gear when home and wash all personal equipment before and after use.</li> <li>• When indoors promote opening of windows and doors for ventilation.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Contact and non-contact activity is permitted during training and competition only.</li> <li>• Total number of people to attend activity, training and competition is to be based on: – Indoor areas 200 square metres or less: capacity limited to a maximum of 50 persons at a time – Outdoor areas: capacity to be based on physical distancing requirements. – Physical distancing while in the water is not required – The above capacity requirements include players/participants/teams, officials and spectators.</li> </ul>

<p><b>Hygiene</b></p> <p><b>Keeping People Safe &amp; Healthy</b></p>	<p>Hygiene protocols to be promoted by LCSC include:</p> <ul style="list-style-type: none"> <li>• Hand washing/sanitising for at least 20 seconds before and after eating; after coughing or sneezing; after going to toilet; after changing tasks.</li> <li>• Sanitising stations will be placed in convenient locations to ensure easy access and to encourage frequency of use especially at entry/exit points.</li> <li>• Measures to limit spread of the virus shall include covering coughs or sneezes; avoid touching face, eyes, nose and mouth; dispose of tissues hygienically in bins provided.</li> <li>• Cleaning, disinfecting and more frequent cleaning of bathrooms if open, high touch areas, light switches, tables will be conducted.</li> <li>• Regular checking of soap and paper towel dispensers in toilets, if open, will be done to ensure adequate stocks.</li> <li>• Touch free bins shall be situated in bathrooms, if open, and throughout the clubhouse.</li> <li>• Posters shall be put up to remind and inform all attendees of health and hygiene practices.</li> <li>• Request all attendees clean up after themselves.</li> <li>• Check and maintain at all times the social distancing requirements.</li> </ul>	<p>As per Training.</p>
<p><b>Communications, Education &amp; Training</b></p>	<p><b>GENERAL COMMUNICATION FOR ALL TRAINING AND RACING</b></p> <ul style="list-style-type: none"> <li>• LCSC will provide information on Covid 19 safety requirements to all participants, volunteers, coaches, instructors by email, Facebook posting, and on the LCSC website and on any Sailing Instructions prior to any event. A copy of the Plan shall be available to view.</li> <li>• Visual Signage and posters will be placed throughout the clubhouse including bar, canteen, main hall and bathrooms.</li> <li>• The need to introduce methods for contact tracing shall be explained.</li> <li>• Clear guidance shall be given to volunteers, coaches and instructors informing them of any activity requirements such as venue set up, activity structures and hygiene protocols.</li> <li>• All attendees of Club events shall be advised that Covid 19 Industry Safety Plans are in effect when registering for any event. All Terms &amp; Conditions for attendance at the event shall be on the LCSC website.</li> </ul>	<ul style="list-style-type: none"> <li>• LCSC club will brief participants, coaches and volunteers on return to training protocols including Terms &amp; Conditions of Entry for Phase 3 protocols.</li> <li>• Requirements include but are not limited to hygiene protocols and reinforcement of hand washing and general hygiene etiquette mostly by visual posters, emails and the LCSC website.</li> <li>• LCSC shall endorse the COVIDSafe app and encourage people to download and use the app.</li> <li>• LCSC Club will communicate and recommend to all members to view the AS video relating to Covid 19 on the Australian Sailing Covid 19 Hub page on the AS website. See Reference page</li> <li>• LCSC Covid 19 Safety Officer/s shall monitor adherence to all checklists and guidelines and provide further education or information as required.</li> <li>• Further updates and reminders shall be addressed during 'Briefings' prior to the start of the event.</li> </ul>

## Part 2 – Facility Operations

Area	Plan Requirements Stage 3	Further requirements
<b>Approvals &amp; Checklists</b>	<ul style="list-style-type: none"> <li>Queensland State Government approvals checked regularly.</li> <li>Club Executive Committee has approved the Plan and the use of club facilities.</li> <li>Insurance arrangements have been confirmed to cover facility usage.</li> <li>Covid-19 Hospitality Blueprint; Retail Food Services Industry COVID Safe Plan; COVID 19 Hospitality Staff Induction; Retail Food Services Industry COVID Safe Plan Checklist are attached.</li> <li>COVID SAFE CHECKLIST – Food &amp; Beverage areas – completed.</li> <li>Workplace Health &amp; Safety Covid 19 Guide attached.</li> </ul>	<ul style="list-style-type: none"> <li>Operation of canteen.</li> </ul> <p>Covid – 19 Checklist for Dining completed.</p> <p>Mandatory Covid-19 safe workplace training for staff working in canteen and bar completed as required.</p> <p>Covid Safe Checklist for Dining In and Bar service completed and displayed at venue.</p>
<b>Facilities</b>  <b>LCSC Clubhouse showers and change facilities</b>	<p>LCSC will be checked to ensure Club &amp; all facilities are ready to return to sport with emphasis on:</p> <ul style="list-style-type: none"> <li>Which parts of the facilities will be available during Phase 3 restrictions; e.g. limited entry to bathrooms to minimise use of communal facilities.</li> <li>All hygiene and cleaning protocols are in place.</li> <li>Measures will be introduced to allow for safe one way entry and exit to the clubhouse and facilities will display appropriate visual clues.</li> <li>Provision of appropriate health and safety equipment, Personal Protective Equipment (PPE) and personal hygiene cleaning solutions.</li> <li>Markings for social distancing to be provided at bar &amp; for canteen service area and tables and/or chairs set up for social distancing based on 1.5 m distancing and 4 square metres per person rule limiting numbers to access clubhouse at any one time to 50 people.</li> <li>Visual signage erected and Certificates of Compliance displayed.</li> </ul>	<p>During stage 3 the opening and use of clubhouse will be limited to 50 people (4 square metre per person rule &lt; 200m<sup>2</sup>).</p> <p>Communal showers may be permitted only if cleaning measures are implemented and are consistent with Work Health and Safety during COVID-19: Guide to Keeping your workplace safe, clean and healthy; the event is subject to a Risk Management Facility Checklist and the access is approved by the Executive Committee with relevant Safety Officer/s to monitor access and use.</p> <p>LCSC may choose for the clubhouse and facilities to be fully accessible including canteen and bar, change rooms/bathrooms, storage areas and the appropriate measures will be put in place to manage:</p> <ul style="list-style-type: none"> <li>Venue entry and exits, no passing on entry stairs to clubhouse and entry on right and exit on left for ground level</li> <li>Seamless flow of participants and attendees through the venue with one way in and out of bar area</li> <li>Over-lap and congestion control by limiting access numbers to bathrooms with regular checks on supplies and frequent cleaning and disinfecting at least twice per day.</li> <li>Physical distancing is maintained via signage, line markings, barriers and indicators.</li> </ul>

<b>Facility access Clubhouse, Bar &amp; Canteen</b>	<p>Protocols regarding access to Club &amp; facilities as follows:</p> <p>These protocols apply for access to Clubhouse, Bar &amp; Canteen facilities.</p> <ul style="list-style-type: none"> <li>• Restrictions on facility access to try and limit anyone who has:             <ul style="list-style-type: none"> <li>– direct contact with a known case of COVID-19 in the previous 14 days or visited or had contact with anyone from a known hotspot.</li> <li>– Flu-like symptoms or who is a high health risk (e.g. due to age or pre-existing health conditions).</li> <li>– Travelled internationally in the previous 14 days.</li> </ul> </li> <li>• Attendance at club facilities will be limited to essential participants to minimise numbers during regattas.</li> <li>• All attendees should observe physical distancing requirements (&gt;1.5 metres and one person per 4m<sup>2</sup>) both in and outdoors on land in defined areas or public spaces.</li> <li>• Entry and exit to club will be via main entrance with no passing on steps. One-way entry and exit points for bar and storage area.</li> <li>• Lower level club access will be entry on left hand side and exit on right hand side with directional markings.</li> <li>• Clubhouse main hall and bar shall be set up with tables and chairs to contain one person/family group per 4 square metre rule in any defined spaces. Patrons must remain seated in their defined area with minimal movement. Enter, Sit, Exit protocol shall be recommended.</li> </ul>	<ul style="list-style-type: none"> <li>• Any visitors to the clubhouse shall observe physical distancing requirements (&gt;1.5 metres) and density requirements (one person per 4 square metres) at all times. Phase 3 allows max of 50 people indoors and 499 for outdoor event.</li> <li>• Physical distancing protocols may include use of defined areas in clubroom and bar, including use of physical zone indicators with a maximum in each defined area of one person per 4sm rule and a 1.5m social divide between areas.</li> <li>• Patrons must remain seated at all times within their defined area.</li> <li>• Bar and canteen operations to include food and payment handling protocols, hygiene and cleaning measures and any requirement for established zones.</li> <li>• Canteen will be take away only and payment for bar and canteen shall be contactless i.e. card only, tap and go. No name registration other than staff will be required. Minimal use of cash will be recommended.</li> <li>• Detailed attendance register to be kept for all volunteers, spectators, family, visitors and participants when accessing Clubhouse main hall, bar area, ground floor storage area; or when accessing Learn To Sail, Regattas or Club Racing events. This is to include Name, Address, Contact Number, Date and Time of entry and exit.</li> </ul> <p>Bar Service to provide 2 staff member per 50 seated customers. Bar Service is permitted as long as social distancing observed.</p>
<b>Hygiene, Cleaning &amp; Sanitation</b>	<p>Protocols regarding hygiene, sanitation and cleaning of facilities as follows:</p> <ul style="list-style-type: none"> <li>• Hand sanitiser stations will be available at entry/exit points to the club, entry/exit to the bar area; entry/exit to the bathrooms, entry/exit to the underground storage area and elsewhere as required and will be checked regularly for supply.</li> <li>• All shared equipment should be washed and disinfected after each use e.g. training boats, portable signage and supervised by an appropriately appointed person.</li> <li>• Visual signage will be displayed throughout the clubhouse including bar, storage area, top yard, sheds and all bathrooms.</li> <li>• Cleaning standards will be improved. Cleans will be increased and</li> </ul>	<ul style="list-style-type: none"> <li>• Continue hygiene and cleaning measures as per any updated health directives.</li> <li>• Canteen to provide single use packaging and no self service of condiments.</li> <li>• Cleaning shall be conducted according to SafeWork cleaning guidelines. Bathrooms will be cleaned/disinfected min 2 times per day. High touch surfaces regularly wiped as standard procedure and tables disinfected after every use.</li> <li>• Clubhouse will have base control with min. 1 person on duty all day when open.</li> </ul>

	<p>frequent wiping of high touch surfaces such as tables, bathrooms in use, counters, switches will be conducted when the club is in use.</p> <ul style="list-style-type: none"> <li>• Rubbish bins will be provided for regular waste disposal without bin lids for easy access throughout the clubhouse. Disposal shall be conducted in a suitably hygienic manner e.g. use of gloves.</li> <li>• Cleaning after a suspected or confirmed Covid 19 infection shall be undertaken according to the Queensland Health cleaning, disinfecting and waste recommendations. See Annexure.</li> <li>• Checklist to be referenced before all scheduled club events including for sanitisation and cleaning of Club facilities. See Annexure ' Workplace Health &amp; Safety Covid 19 safe, clean &amp; healthy guide.</li> </ul>	
<b>Management of unwell participants</b>	<p>Protocols for management of unwell participants at a club activity as follows:</p> <ul style="list-style-type: none"> <li>• Self isolate at home if presenting symptoms and know Covid 19 symptoms of fever, cough, sore throat, shortness of breath, loss of sense of smell versus common cold/flu.</li> <li>• If symptoms develop at the facilities or during an event contact a doctor or call PUBLIC HEALTH on 13 43 25. Be prepared to isolate the person immediately if any participants, members, volunteers or parent/guardians showing any symptoms of Covid -19 in the quarantine space if they are not able to depart the area safely themselves to seek medical attention. Quarantine station shall be set up within the disabled toilet area in the clubhouse. Practice social distancing to avoid contact.</li> <li>• A responsible person or First Aid Officer if available must ensure the person is warm, calm and comfortable and that the allocated area is quarantined from access by other people. If unwell people are unable to transport themselves for whatever reasons, family members should be notified to collect the person immediately. If the person is unable to transport themselves and family are unavailable you should ring 000 and follow the advice given.</li> <li>• For attendance at a medical office, they should be notified ahead of time that a suspected Covid-19 person will be attending the practice by the responsible person handling the situation.</li> <li>• Volunteers/club management shall be educated about this treatment of symptomatic participants and how to make them and any other affected person safe. They must wear PPE including face mask, poncho, eye</li> </ul>	

	<p>glasses and gloves.</p> <ul style="list-style-type: none"> <li>• Cleaning &amp; disinfecting of facilities used by any unwell person shall get underway immediately the person has departed.</li> <li>• Any person known to have had close contact with the suspected case shall be notified. PPublic health authority and peak Body shall also be notified and all advice shall be followed.</li> </ul>	
<p><b>Club responsibilities</b></p>	<p>The club will oversee:</p> <ul style="list-style-type: none"> <li>• Provision and conduct of hygiene protocols as per the Plan.</li> <li>• The capture of a record of attendance at all training and club activities and maintaining an up-to-date log of attendance.</li> <li>• Coordination of Training &amp; Racing operations in a Covid-19 environment.</li> <li>• Operation of the club's facilities in support of all approved activities in accordance with this Plan.</li> </ul>	<ul style="list-style-type: none"> <li>• This Return To Sport in a Covid-safe Environment Plan will be made accessible online on our website for participants, stakeholders and others to access and review.</li> <li>• This Safety Plan shall be adjusted or monitored so ALL remain safe and are operating within the restriction guidelines.</li> <li>• Continual update and review of Plan and other club documents in accordance with guidelines.</li> </ul> <p>LCSC shall follow-up after a Covid 19 outbreak has ended.</p>
<p><b>References</b></p>	<p>REFER REFERENCE PAGE ATTACHED</p>	

## **LCSC Industry Safety Plans - REFERENCES & LINKS**

### **Industry Safety Plan – Aquatic Sports**

[https://www.covid19.qld.gov.au/data/assets/pdf\\_file/0008/130004/Aquatic-Sport-Sector-Industry-COVID-Safe-Plan.pdf](https://www.covid19.qld.gov.au/data/assets/pdf_file/0008/130004/Aquatic-Sport-Sector-Industry-COVID-Safe-Plan.pdf)

### **Industry Safety Plan – Food Services**

[https://www.covid19.qld.gov.au/data/assets/pdf\\_file/0034/129967/industry-covid-safe-plan-retail-food-services.pdf](https://www.covid19.qld.gov.au/data/assets/pdf_file/0034/129967/industry-covid-safe-plan-retail-food-services.pdf)

### **Industry Safety Plan – Hotels & Clubs**

[https://www.covid19.qld.gov.au/data/assets/pdf\\_file/0033/129966/industry-covid-safe-plan-hotels-clubs.pdf](https://www.covid19.qld.gov.au/data/assets/pdf_file/0033/129966/industry-covid-safe-plan-hotels-clubs.pdf)

### **Sport Australia Position Description Covid-19 Safety Co-Ordinator**

[https://www.sportaus.gov.au/return-to-sport/covid-19\\_safety\\_coordinator](https://www.sportaus.gov.au/return-to-sport/covid-19_safety_coordinator)

### **AIS framework for rebooting sport**

[https://www.ais.gov.au/data/assets/pdf\\_file/0008/730376/35845\\_AIS-Framework-for-rebooting-sport\\_FA.pdf](https://www.ais.gov.au/data/assets/pdf_file/0008/730376/35845_AIS-Framework-for-rebooting-sport_FA.pdf)

### **National Principles for the Resumption of Sport**

<https://www.health.gov.au/resources/publications/coronavirus-covid-19-national-principles-for-the-resumption-of-sport-and-recreation-activities>

### **SAFEfood Queensland**

<https://www.safefood.qld.gov.au/covid-19-advice/>

### **Safe Work Australia**

<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/other-resources/national-covid-19-safe-workplace-principles>

### **Queensland Government Health Directives**

<https://www.business.qld.gov.au/running-business/covid-19-restrictions/stage-3>

### **Queensland Return To Play Guide**

[https://www.covid19.qld.gov.au/data/assets/pdf\\_file/0026/127943/return-to-play-guide.pdf](https://www.covid19.qld.gov.au/data/assets/pdf_file/0026/127943/return-to-play-guide.pdf)

### **Australian Sailing Covid 19 QLD**

<https://www.sailingresources.org.au/covid-19/>

### **Training of Volunteers, PPE Guidelines, Management of psychological risks**

[https://www.worksafe.qld.gov.au/data/assets/pdf\\_file/0005/191678/covid-19-overview-and-guide.pdf](https://www.worksafe.qld.gov.au/data/assets/pdf_file/0005/191678/covid-19-overview-and-guide.pdf)

### **Roadmap to COVIDSafe Australia**

<https://www.covid19.qld.gov.au/government-actions/roadmap-to-easing-queenslands-restrictions>

### **Covidsafe App**

[https://www.health.gov.au/resources/apps-and-tools/covidsafe-app?gclid=Cj0KCQjwgJv4BRCrARIsAB17JI6wgkz9zK1Tz6KdpGAK6JsdGyFh6oED\\_1Cs6JieYorfKw\\_SORb2RAKaAhQUEALw\\_wcB](https://www.health.gov.au/resources/apps-and-tools/covidsafe-app?gclid=Cj0KCQjwgJv4BRCrARIsAB17JI6wgkz9zK1Tz6KdpGAK6JsdGyFh6oED_1Cs6JieYorfKw_SORb2RAKaAhQUEALw_wcB)

### **Australian Sailing Covid 19 awareness video**

<https://www.playbytherules.net.au/online-courses/mini-courses/covid-19-awareness-mini-course>

### **Mandatory Free Covidsafe Training for Dining**

<https://tafeqld.edu.au/covid-safe>