



# TATE SKI CLUB Inc

## COVID 19 Management Plan

V8 30/01/23

### 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 prerequisites 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 of the lodge will be 22 people.
- We request that visitors are aware of their personal health responsibilities, and to be understanding of others you are sharing communal spaces with.
- 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 must comply with all current NSW and Federal Government health orders and directives
- 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
  - Wearing a P2 / n95 mask inside the lodge unless eating or drinking, or within bathrooms or your room.
- The Lodge Captain over the booking period will be responsible to assist TATE SKI CLUB to implement and report on our COVID-19 management plan.

- Each guest must bring 2 pillow cases and 2 bed sheets and necessary doona covers. TATE SKI CLUB requires you to provide your own doona cover. Tate will continue to provide mattress protectors.
- A stockpile of p2 / N95 masks and Rapid Antigen Tests (RATs) will be kept at the lodge, to be accessed via the Lodge Captain.
- 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 with 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 member booking guests is required to ensure guests are aware of their own personal risk profile associated with COVID, that they must be 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 Well Being:**

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
- We request that a RAT is carried out prior to lodge attendance.
- We request that an n95 / p2 mask be worn within the lodge except whilst eating and drinking or within bathrooms or your own room
- No person who either has, or is suspected 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 the NSW Government recommended self-isolation or receive medical clearance prior to being allowed to access the lodge
- You cannot attend lodge until after 7 days of positive COVID-19 test even if testing negative within those 7 days.
- If testing positive to COVID-19 at TATE SKI CLUB and wish to return within 14 days, a negative RAT must be provided as a photo to [environment@tateskiclub.com.au](mailto:environment@tateskiclub.com.au) beforehand.
- Anyone suffering from any of the following symptoms must not enter the lodge, even if they have a recent negative COVID-19 test:
  - headache
  - 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 as soon as possible and limit interaction with other members by maintaining social distancing and wearing a mask and staying out of communal spaces as much as possible. Restrict toilet and bathroom use to a single location as much as possible.
- A refund will be provided for any cancellation due to the above symptoms
- 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:
  - Depending on weather, windows open for periods as much as possible, particularly bathrooms, hallway and dining and living for periods, understanding needs to be done with comfort levels in mind.

- 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 a 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
  - Open windows to room whilst cleaning and close again 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. Respect other's desires to have this space.
- 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:**

- 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.
- 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; or
- shortness of breath.

OR

- tests positive to COVID-19 with a RAT.

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 suggest all occupants of the lodge wear face masks.
- Open as many windows as feasible/possible
- Turn the extraction fan in the kitchen on full
- Make use of air purifiers when available to extract air from case bedrooms
- 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.
- Suspected COVID 19 cases must clean their own rooms, remove their linen, and open windows to the room whilst cleaning
- Notify the Booking Officer of a potential COVID infection within the lodge
- After leaving, immediately initiate a clean of all public areas and the bedroom that they had used. Wear a mask and gloves when cleaning and disinfect appropriately.
- 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 in line with current NSW Health Orders.

**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>