



LEADING IN INNOVATION

BONDI BURNING PALMS BRONTE CLOVELLY COOGEE CRONULLA ELOUERA ERA GARIE
MAROUBRA NORTH BONDI NORTH CRONULLA SOUTH MAROUBRA TAMARAMA WANDA

CIRCULAR

ISSUE DATE	NUMBER
Thursday 19 March 2020	43/19-20

To	Clubs, Presidents, Secretaries, Assessors
From	President Peter Agnew ESM & Director of Administration Elissa Hancock
CC	BOM, LSEC, SSC, JDC, MSC
Subject	SLSS Communication COVID-19

Background

SLSA and SLSSNSW have been issuing and will continue to issue a number of updates around the Coronavirus (COVID-19). These circulars provide good information regarding precautionary measures. This circular provides operational measures to support the organisations and government advice. We are mindful that this advice is changing constantly. The risk matrix attached will change based on higher level information being circulated.

Rationale

This circular has been developed with operational input from clubs and to ensure the safety and wellbeing of Surf Life Saving Sydney members. Unlike other areas around Australia, Sydney has a greater exposure of risk due to the number of cases currently recorded and the population density.

The overall objective is to reduce the spread of COVID-19 through interacting with others and to limit the exposure risk to members as part of their operational involvement.

General information

General member updates can be found on the SLSNSW website <https://www.surflifesaving.com.au/resources/coronavirus-covid-19-updates-resources-slsnsw-members>



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Current situation

As at midnight 18 March 2020 the following operational strategies have been implemented to meet the governments requirements of social distancing:

- Changes to arrangements for training and assessment eg Bronze, Silver and Gold, Advanced Awards etc. No new awards programs will be undertaken this season and current programs should start to wind up.
- Cease all surf sports events (Water, Pool and IRB etc) (near complete)
- Clubs to reduce numbers on patrol and review patrolling methods as appropriate while identifying at risk patrolling members (Over 65, returned from overseas etc)
- Move to alternative arrangements for major gatherings such as Awards of Excellence (virtual), larger meetings (Branch Council to move to Zoom)

Details

Award Training

In consultation with Club Presidents, all new award training will be currently suspended. Branch Advanced Award training/new courses will cease for the remaining few weeks of the season. Existing programs preparing for assessment should now plan for assessment.

Most award training will have elements of participant interaction and we recommend that existing training start to wind up or cease on a case by case basis as recommended by each club. Resuscitation training, patient pick-ups, group activity and simulations should include sound hygiene and alternative option activity. Classroom based activity will also have elements of interaction and closeness and sound pre-course briefings should be undertaken as per SLSNSW guidelines if it is decided to continue with the program.

Surf Sports Events

Most surf sports events have now been cancelled.

Patrolling

Clubs are considering alternative methods of patrolling and many will include reduced numbers or split patrol shifts. Over 65 year old's are considered a higher risk group and we would recommend that the reduce risk by refraining from patrolling for the last couple of weeks is appropriate. Clubs should work to ensure that members are not penalised for being absent from patrol duties.

Clubs and our Lifesaving Support Operations team are reviewing strategies to manage public interaction while patrolling as per guidance in the risk matrix.



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Social gatherings

Larger social gatherings should be discouraged and large events such as presentation nights, annual meetings etc should be undertaken using alternative forms communication such as online or via distance.

Alternative recognition arrangements are being considered for the Surf Life Saving Sydney Awards of Excellence. Larger committee groups such as the Branch Council meeting will now be held by Zoom conferencing.

Next steps

Surf Life Saving Sydney will continue to receive information regarding the operational impact of COVID-19 and clubs should liaise with the respective Branch Director when communicating changes at a club level so information can be shared.

Issues relating to gym use, social drinks, club presentations and AGMs have been discussed with club Presidents and local arrangements requiring attention highlighted.

The SLS Sydney risk matrix indicates two further levels of escalation to national alert levels and provides guidance on responding to these levels.

The risk matrix is attached as a reference tool. Input is welcomed via Linda lifesaving@surflifesavingsydney.com.au at the Branch Office. Updates will be provided to club presidents.

Hopefully, by the time we head into the 20/21 season, things will be back to normal and we will be able to enjoy our amazing coastline and organisation.

Keep well

Peter Agnew ESM
President

Elissa Hancock
Director of Administration

Enc. SLSS Risk Matrix (below)



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SURF LIFE SAVING SYDNEY NOVEL CORONAVIRUS COVID-19 RISK MATRIX – VERSION 3 AS AT 19 MARCH 2020

This document provides the status of current advice for Surf Life Saving Sydney clubs. Updated advice from government departments, SLSA and SLSNSW will be circulated and updates to this risk matrix will be made as required.

It is expected that further restrictions will be fast moving and while an air of hopefulness for business as usual is wanted planning should be undertaken if things change.

Government advice on social distancing is now in place. SLS Sydney recommends the following guidance as at midnight 19 March 2020 to comply with this advice.

Social Distancing Requirements (current status)

- Changes to arrangements for training and assessment eg Bronze, Silver and Gold, Advanced Awards etc. No new awards programs will be undertaken this season and current programs should start to wind up.
- Cease all surf sports events (Water, Pool and IRB etc) (near complete)
- Clubs to reduce numbers on patrol and review patrolling methods as appropriate while identifying at risk patrolling members (Over 65, returned from overseas etc)
- Move to alternative arrangements for major gatherings such as Awards of Excellence (virtual), larger meetings (Branch Council to move to Zoom)

Should additional government advice prevail the following areas will need to be considered and planning for such measures should be considered.

Social Gathering Restrictions

- Cease award training and assessment
- Close or restrict gym and sauna use.
- Cease social activity such as drinks, hall hire and other gatherings
- Restrict club access to appropriate areas
- Review at risk group (Over 65 etc) access

Wider restrictions

- Cease general member activity
- Cease facility usage
- Staffing and communications undertaken remotely

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SURF LIFE SAVING SYDNEY

RISK MATRIX – VERSION 4

	No action required yet – preparedness phase
	Individual club decision
	Cease activity and monitor current government developments

	SLS Area	Risk factors	Existing Strategies	Activity Status as at 18 March
Operational	Patrolling	<ul style="list-style-type: none"> Public contract Use of equipment and hygiene At risk group exposure Young members ignoring social distance Club not having enough members to patrol 	<ul style="list-style-type: none"> Monitor member wellness and briefing PPE equipment Social distancing Hand hygiene Sanitation of equipment Display of guidelines within patrol sign on rooms Inform Surfcom for patrol number issues 	<p>Reduce exposure via tower patrols and lower levels of group contact</p> <p>Reduce numbers on patrol to roving and on rotation</p> <p>Alternative surveillance strategies in place</p>
	First Aid treatment	<ul style="list-style-type: none"> Close personal contact Contaminated equipment 	<ul style="list-style-type: none"> PPE equipment Face marks for patients/ individuals with symptoms 50 masks being supplied to clubs 	Self-Assistance first aid

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	SLS Area	Risk factors	Existing Strategies	Activity Status as at 18 March
	<p>Training and development</p> <p>Assessment</p>	<ul style="list-style-type: none"> Use of resuscitation training equipment (manikin) One to one contact Classroom training / Adv Awards classes Assessors in higher age risk group 	<ul style="list-style-type: none"> Check wellness of participants on arrival Provide safety briefing Social distancing Sole use of class materials (pens, workbooks etc) Postponing resuscitation training and activity Informed consent 	<p>Cease all new award training activity and assessments</p> <p>Wind up existing training.</p> <p>Some clubs will cease training of existing squads and delay until the start of next season.</p> <p>Cease all training on Government recommendation (such as mandatory school closures etc)</p>
Premises	Gymnasium	<ul style="list-style-type: none"> Personal hygiene and equipment hygiene Meeting hygiene guidelines of ongoing cleaning Group and squad training 	<ul style="list-style-type: none"> Hand sanitation on arrival Equipment sanitations wipes between use Regular cleaning of surfaces Safety signage and hygiene tips Cleaning between group circuit training 	<p>Close gyms – club decision.</p> <p>Some clubs have decided to close their gyms due to difficult nature of maintaining recommend hygiene process</p>
	Showers and change rooms	<ul style="list-style-type: none"> Personal hygiene and facility cleanliness 	<ul style="list-style-type: none"> Regular cleaning of surfaces Social distancing Safety signage with tips and ideas 	<p>Closing change rooms – not required at this stage but hygiene procedures should be maintained</p>

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	SLS Area	Risk factors	Existing Strategies	Activity Status as at 18 March
	Meeting rooms / Hall hire	<ul style="list-style-type: none"> Personal hygiene of surfaces and facility cleanliness 	<ul style="list-style-type: none"> Regular cleaning of surfaces Social distancing Provision of attendance advice 	<p>Cease indoor activity of over 100 people</p> <p>Remote meetings</p> <p>Cease social gatherings such as weekend drinks</p> <p>Cease hall hire</p>
Events	Presentations Upcoming award evenings etc	<ul style="list-style-type: none"> Close personal contact Food service At risk group attendance 	<ul style="list-style-type: none"> Adequate spacing Consider smaller invitation only events to recognise members 	<p>Postponing presentations and large gatherings of over 100 people - use alternative arrangements</p>
	Meetings Small workshops	<ul style="list-style-type: none"> Close personal contact 	<ul style="list-style-type: none"> Provision of adequate seating spacing Consider online zoom and skype meetings if required Conduct smaller meetings – cancel larger meetings and groups 	<p>Conduct meetings online</p>
	Surf Sports events	<ul style="list-style-type: none"> Close personal contact 	<ul style="list-style-type: none"> Cancellation of contact sport (Aussies and IRB's etc) 	<p>All sport events cancelled</p>

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	SLS Area	Risk factors	Existing Strategies	Activity Status as at 18 March
Financial	Sponsorship and funding	<ul style="list-style-type: none"> Government funding and sponsor funding reallocation with shifting priorities 	<ul style="list-style-type: none"> Review current negotiations Review non-essential expenditure 	Reduce spending to essentials
	Cancellation of income producing events	<ul style="list-style-type: none"> Negative impact on budget 	<ul style="list-style-type: none"> Review budget implications Review non-essential expenditure 	Reduce spending to essentials
People	Office staffing	<ul style="list-style-type: none"> Staff illness Disruption to admin Office quarantine 	<ul style="list-style-type: none"> Remote working arrangements arranged Social distancing Regular cleaning of surfaces 	Restrict visitor access Work from home implemented (SLS Sydney Office prep underway)
	Officer	<ul style="list-style-type: none"> Officer illness Disruption to decision making and approvals 	<ul style="list-style-type: none"> Back up delegation process defined 	Back up arrangements put in place
	Member	<ul style="list-style-type: none"> Disruption to service delivery 	<ul style="list-style-type: none"> Provision on minimal service strategy to be developed Guidelines and awareness information to members Membership information if a fellow member has been exposed and interacted with other members 	Cease member activity with organisation Review Support Operations activity

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	Senior members/ early morning swimmers etc	<ul style="list-style-type: none"> Exposure to illness Over 65 key risk group 	<ul style="list-style-type: none"> Provide exposure warnings 	Stop access
	Individual member infection or group infection	<ul style="list-style-type: none"> Disruption to service delivery Member health 	<ul style="list-style-type: none"> This area requires greater input from SLSNSW 	Liaison with SLSNSW