

CIRCULAR

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Wednesday 13 May 2020	52/19-20

To	Club Presidents, Secretaries
From	President, Peter Agnew ESM
CC	BOM, LSEC, SSC, JDC, MSC
Subject	SLSS COVID-19 Update – Club Usage/Facility Management

Background

Since March 2020 Surf Life Saving Clubs have been closed under the NSW Government Public Health orders. The Federal Government has recently released its three-step roadmap that provides basic guidance to businesses and organisations to return to safe operations. The Surf Life Saving Sydney (SLSS) Board of Management and SLSS Club Presidents have reviewed the roadmap and the compliance and safety issues that impact on re-opening Surf Life Saving Clubs. This Circular provides initial advice until further Organisational / NSW Health advice is received. SLSS Club Presidents recommend taking a staged and risk management approach to opening clubs. It is noted that Eastern Sydney Beaches are still considered higher risk areas for the COVID-19 infection.

This staged approach reflects our core values of safety, trust, respect, caring and responsibility.

The Roadmap

The Federal Government has released its three step COVIDSafe Roadmap. The Roadmap allows Community Centres to reopen in Step 1 and Gyms to reopen in Step 2. It notes that 10 people can visit in public places in Step 1 and 20 people in Step 2.

The Roadmap notes our role in a COVIDSafe environment and includes:

- Maintaining 1.5m physical distancing
- Maintaining hand and respiratory hygiene
- Staying home when sick
- Downloading the COVIDSafe App
- CovidSafe plans for workplaces and premises

Roadmap link <https://www.pm.gov.au/sites/default/files/files/covid-safe-australia-roadmap.pdf>

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Roadmap Implications

Implications for SLSS Clubs in Step 1 of the Roadmap

- 1) Allowing only 10 people to access the premises at any point in time that follow distancing and hygiene process.
- 2) Providing a COVIDSafe premises plan

In Step 2 the principles remain the same, but the number of visitors increases to 20 and gyms may be reopened under these principles.

Staged Opening

The following stages have been developed by SLSS and SLSS Clubs. **SLSS Presidents/Clubs have recommended that due to the limited usage allowed, cost and compliance requirements that Stages 1 and 2 are preferred options in the short term** and until further risk management plans have been provided or developed.

Each SLSS Club is however able to decide, based on the guidance within this Circular, to progress through the various Stages based on the development of their own:

- Risk management planning
- Cleaning budget and systems
- Monitoring systems for compliance with public health orders on distance and hygiene requirements

Staged approaches

Each Stage has an increase in complexity relating to club risk management.

- Stage 1 – All SLSS Clubs remain closed until further information and plans have been provided and/or developed. SLSS Clubs can continue to undertake maintenance and post season gear repair etc
- Stage 2 – Access to gear sheds to all craft training etc with a maximum of 10 people entering while keeping the SLSS Club closed for general usage
- Stage 3 – Allow general SLSS Club access to meeting rooms, maintenance, small meetings etc with a maximum of 10 people but keeping shower facilities/gyms closed. Information signage and basic cleaning would be part of this stage
- Stage 4 – Open showers and SLSS Club facilities. This option requires a COVIDSafe facility plan and a cleaning plan. It would also require compliance with public health directives and restricted access (Max of 5 people in each male and female facility etc). Appendix 1 has content for a premise plan and Appendix 2 has cleaning guidelines. The gym and sauna areas would remain closed
- Stage 5 – Opening of gym and sauna facilities (noted in Step 2 of the Federal Roadmap).
- Stage 6 – Unrestricted use

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Appendix 1 – COVIDSafe Premise Plan

The Federal Roadmap indicates that part of the organisational role clubs will have a COVIDSafe premises plan. Attributes of the plan should include:

- **Monitoring of maximum numbers**
Defined process of monitoring numbers entering the facility. Recommend that high risk groups not attend the club (senior members or those with pre-existing conditions)
- **Educational Material**
Posters noting maximum numbers, distancing, and hygiene issues.
<https://www.safeworkaustralia.gov.au/doc/signage-and-posters-covid-19>
Recommend the COVIDSafe App <https://www.health.gov.au/resources/apps-and-tools/covidsafe-app>
- **Cleaning Plan**
A cleaning plan for areas that are open (see details in Appendix 2)
- **Hygiene**
Hand sanitizer located at entrances/exits etc. Consider ways of registering members using the club if they do not have the COVIDSafe app downloaded (electronic key used or register etc)

SLS Club Checklist customised from Safe Work Australia

Physical distancing

- Put up posters around the workplace on keeping at least 1.5 metres distance between everyone at the facility.
- Erect signs at the entrances to ensure the maximum safe capacity is not exceeded.
- Ensure locker room seating is apart to comply with social distancing.
- Ask groups to enter the building during different times
- Provide social distancing markers on the floor in areas where members sit or where people congregate.
- Nominate a person to be responsible for keeping everyone the required 1.5 metres distance apart in accordance with the latest government requirements.

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Handwashing and hygiene

- Have hand sanitiser stations at entry and exit points as well as around the club
- Ensure bathrooms are well stocked with hand wash and paper towels.
- Erect posters with instructions on how to hand wash/hand rub.
- Instruct members on other ways to limit the spread of germs, including by not touching their face, sneezing into their elbow and staying home if feeling sick.
- Instruct members to limit contact with others, no hand shaking or touching objects unless necessary.

Cleaning

- Ensure any areas frequented by members or others (e.g. visitors to your premises) are cleaned at least daily with detergent or disinfectant.
- Clean frequently touched areas and surfaces several times a day with a detergent or disinfectant solution or wipe. This includes showers, equipment, handrails, counter tops, doorknobs and sinks.

Monitoring usage / contact tracing

- Recommend that members download the COVIDSafe app before entering the clubhouse (Under legislation this cannot be a compulsory option)
- Consider ways of registering members using club if they do not have the COVIDSafe app downloaded (individual use of electronic key tags or a sign in register)
- Recommend that higher risk groups not participate in club usage in the short term

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Appendix 2 – Safe Work Australia – Extract for COVID-19 cleaning guidelines

Overview

COVID-19 spreads through respiratory droplets produced when an infected person coughs or sneezes. A person can acquire the virus by touching a surface or object that has the virus on it and then touching their own mouth, nose or eyes.

A key way you can protect workers and others from the risk of exposure to COVID-19 is by implementing appropriate cleaning and disinfecting measures for your workplace.

A combination of cleaning and disinfection will be most effective in removing the COVID-19 virus. Workplaces must be cleaned at least daily. Cleaning with detergent and water is sufficient. Once clean, surfaces can be disinfected. When and how often your workplace should be disinfected will depend on the likelihood of contaminated material being present.

Alternatively, you may be able to do a 2-in-1 clean and disinfection by using a combined detergent and disinfectant.

What is the difference between cleaning and disinfecting?

Cleaning means to physically remove germs (bacteria and viruses), dirt and grime from surfaces using a detergent and water solution. A detergent is a surfactant that is designed to break up oil and grease with the use of water.

Disinfecting means using chemicals to kill germs on surfaces. It's important to clean before disinfecting because dirt and grime can reduce the ability of disinfectants to kill germs. Disinfectants containing $\geq 70\%$ alcohol, quaternary ammonium compounds, chlorine bleach or oxygen bleach are suitable for use on hard surfaces (that is, surfaces where any spilt liquid pools, and does not soak in).

Which areas should be cleaned and disinfected, and how often?

Any surfaces that are frequently touched should be prioritised for cleaning, e.g. door handles, counters, amenities (such as toilets). Any surfaces that are visibly dirty, or have a spill, should be cleaned as soon as they are identified, regardless of when they were last cleaned.

Workplaces should be cleaned at least every day. Disinfectants are usually only necessary if a surface has been contaminated with potentially infectious material. If your workplace has many customers or others entering each day, more frequent disinfection is recommended. If your workplace is only attended by the same small work crew each day and involves little interaction with other people, routine disinfection in addition to daily cleaning may not be needed.

Which areas should I prioritise for cleaning?

Any surfaces that are frequently touched should be prioritised for cleaning. These include tabletops, door handles, light switches, desks, toilets, taps, kitchen surfaces and cupboard handles. You should also prioritise cleaning surfaces which are visibly soiled (dirty) and which are used by multiple people (e.g. trolleys, checkouts, EFTPOS machines).



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Appendix 3 – Suspected/Confirmed case within the clubhouse – some suggested

If a confirmed case of COVID-19 has been identified and they have used the clubhouse, close the facility for cleaning.

Monitor the welfare of the member and check with the member if they have contracted NSW Health and if contact tracing is underway.

Contract the NSW Health helpline on 1300 066 055 to check advice and to check if contact tracing is required from a club level. If required notify members as appropriate.

The required sections of your clubhouse will need to be thoroughly cleaned and disinfected before people can return. Some Safe Work Australia guidelines include:

- Using an ISO accredited cleaner is not required.
- Fogging is not required and is not recommended.
- Swabbing surfaces following disinfection is not required.

For more information on what to do if there is a case of COVID-19 see our infographic What to do if a worker has COVID-19.

<https://www.safeworkaustralia.gov.au/sites/default/files/2020-04/COVID-19-Infographic-Suspected-or-Confirmed-Cases-a3.pdf>

End Document