

Flinders Yacht Club Inc. **(Club)**
Covid-Safe Plan

29 October 2020

1. Summary Communications as at 26/10/2020

- Members are requested to stay away from the Club's facilities and refrain from participating in any Club activities if unwell, or if any member of their household is unwell.
- Plan your visit to the Club, bearing in mind the Clubhouse will be closed. Bring hand sanitiser, a mask or masks, food, drink, chairs to enjoy outdoor areas and whatever you need to take your rubbish home.
- Upon entering the grounds, SMS your name to 0490 085 756.
- Wear a mask.
- Keep 1.5 metres apart, except people from the same household.
- Sanitise and wash hands regularly.
- The Clubhouse and it's facilities will be closed except for toilet access.
- Support our COVID-Safe Officers in their efforts to keep us all safe when sailing and socialising.
- To view details our FYC Covid Safe Plan please visit www.flindersyc.com.au
- For the latest Sailing Australia advice please visit: <https://www.sailingresources.org.au/covid-19/>

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1. Introduction

The COVID-19 outbreak continues to be a rapidly evolving situation that presents a number of complex challenges for the Club and the wider community. The information within this document provides a guideline for our race management, social activities, use of the Clubhouse and grounds, and decision-making.

The health and safety of our Members will be the number one priority at all times.

All necessary measures are being taken in a bid to be COVID-secure and reduce the risk of infection from COVID-19 to Members in accordance with current Government requirements.

It is the Club's role to facilitate use of the Club's facilities, racing and social activities safely and in line with Government requirements and to remind our Members of their individual responsibility. Members are responsible for ensuring that their use of the Club's facilities and their participation in Club activities complies with all applicable Government requirements.

The Victorian Government will continue to issue phased plans and measures. As they are evolving so rapidly, we will not duplicate the detail within this plan; rather we will provide direct links to the current requirements.

The Commodore and committee will be responsible for communicating this information to Members through email, website and West Headings.

On an ongoing basis, we will carefully review any industry specific guidance that affects boating activities, such as advice for the sport and hospitality sectors.

All current Club information related to the coronavirus and how it directly relates to our facility is available by visiting our webpage <https://flindersyc.com.au/>

2. FYC Guiding Principles

The guiding principles that underpin the Club's decision-making are listed below. We have and will encourage all internal decision makers to use these principles to inform their own decisions during the COVID-19 period.

1) We will comply with Government requirements. COVID-19 preventative measures are vital to protecting health and wellbeing. We all have a role to play by complying with these Government requirements.

2) Regarding on-water activities we will follow Australian Sailing's advice in line with the Government requirements.

3) We will take a considerate and conservative approach to minimise risk to Members whilst seeking to maximise the safe use of the Club's facilities. We may adopt risk minimisation measures that go beyond those required to comply with Government requirements. We will have due regard to all applicable Government advice.

3. Government Regulations

Victorian Restrictions

The current restriction levels are regularly updated on the Victorian Government website <https://www.dhhs.vic.gov.au/business-industry-restrictions-by-industry-covid-19>

On-Water Regulations

The Club will continue to be guided by the interpretation Australian Sailing make of the relevant guidelines of the day pertinent to our on-water services including racing and training. As these progress or retract, we will respond.

Australian Sailing's COVID-19 Information Hub can be found here <https://www.sailingresources.org.au/covid-19/>. Click on the 'VIC' tab in the right hand column for sailing restrictions applicable to Metro Melbourne.

Clubhouse Use & Hospitality Industry Guidelines

Details relating to the following important key information:

- General Planning
- Environmental Issues including cleaning
- Floorplans and patron limits
- Staff and training
- Patron numbers
- Compliance matters

Can be found at <https://www.coronavirus.vic.gov.au/coronavirus-sector-guidance-accommodation-and-food-services>

4. Covid Safe Plan

Use of the Clubhouse

The clubhouse will be closed until further relaxation of restrictions permits safe use and cleaning requirements become practical. The toilets will remain accessible to Members with entry via the side gate and a limit of one person at a time except that a parent or guardian may accompany a child. On high use days entry to the toilets will be encouraged through the back side door and exit through the back door. All other areas and equipment (chairs, fridges, cutlery, etc) are not to be used until further notice.

The outdoor areas will be available for use in accordance with Government requirements. Members will be encouraged to use and enjoy the outdoor areas in

line with current requirements and, where allowed, bring their own food, drink, eating utensils and chairs to enjoy the surrounds. Members will need to take their rubbish home.

Contact Tracing

The Club has set up a dedicated mobile number 0490 085 756 and all Members and their visitors upon entry to the Club are required to SMS their names to this number.

This will act as the Clubs contact tracing log and be available to the Department of Health and Human Services (DHHS) if required. There will be signage at the gate, carpark, compound and Clubhouse reminding Members to 'sign in' via SMS to this number.

Social Events

There will be no organised Club social events until further relaxation of Government restrictions permit such events and the committee considers that an event can be held in a COVID-safe manner.

Hand Sanitiser

Members are encouraged to bring their own hand sanitiser and use it regularly whilst at Club premises. In addition, there will be hand sanitiser stations at the following positions:

- Clubhouse - one permanent station on the wall between the bathrooms, and one portable one that can be brought on onto the deck on high traffic days
- In the compound

Onsite Signage

Onsite signage at the Clubhouse, compound and car park will include details on;

- "We are a COVID Safe Club. For more information, please visit our website www.flindersyc.com.au
- How to record attendance
- Let's Keep 1.5m apart
- No entry/no exit signs
- This section of the clubhouse is closed for the safety and health of Members
- Sanitiser station signs, including arrows
- Please wear a mask and sanitise your hands

Cleaning

The Club will organize weekly cleaning the bathrooms. All Members are encouraged to wipe down any surfaces they use.

Communications

The Commodore and committee are responsible for communicating this information to Club Members through the FYC website.

All current Club information related to the coronavirus and how it directly relates to our facility is available by visiting our webpage <https://flindersyc.com.au/>

Covid-Safe Officers

In line with Government requirements and Sailing Australia's advice Covid-Safe Officers may be appointed for OTB races and official Club social events. Covid-Safe officers will have completed the online infection control course found here <https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training> and provided the certificate to the Club.

The Covid-Safe Officer duties will include;

- Promote compliance with Government requirements and Club requirements
- Arrive 30 mins before race/event time to set up sanitising stations
- Supervise rigging, briefing, safety boat preparation and use of Club ute to ensure social distancing is followed, Members are wearing masks (if that's still the regulation at that point)
- The Covid-Safe Officer may either sail in the race, remain on shore or be in a safety boat as their primary duties are before and after the race
- Supervise boat/safety boat retrieval and ensure regulations are adhered to
- Coordinate the disinfection of high contact surfaces post-event including Club boats and ute. This may involve asking sailors to complete one task to ensure this occurs in a timely manner, is a team effort, and not too much on one person

Members are asked to fully support our Covid-Safe Officers. They have an important role in ensuring that Members can safely participate in Club activities and enjoy the Club facilities.

5. Planning for a COVID Diagnosis at the Club

In preparation for, or in a bid to avoid a potential coronavirus (COVID-19) outbreak amongst Members, we have the following measures in place:

- All Members are requested to stay away from the Club's facilities and refrain from participating in any Club activities if unwell

- All Members are advised if they develop symptoms such as fever, cough, sore throat or shortness of breath, they should leave the Club's facilities immediately and seek medical advice
- If a Member tests positive for coronavirus, we will treat their condition with understanding and compassion
- All Members and visitors who come to the Club's facilities will be required to SMS the names of their party to 0490 085 756 on entry in order to create a list in case of the need for contact tracing

What will we do if a Member or guest tests positive for coronavirus?

We understand if anyone who is a confirmed case of coronavirus (COVID-19) and they have been at the Club's facilities whilst they are infectious, then the Department DHHS will contact us.

We will then implement the following steps:

- We will consult with DHHS on whether the Club is required to close its facilities for a period to facilitate cleaning and enable contact tracing
- We will determine what areas of the Club's facilities were visited, used, or impacted by the infected person
- We will clean and disinfect all areas that were used by the infected person
- We will close off the affected area before cleaning and disinfecting
- We will open outside doors and windows to increase air circulation and then commence cleaning and disinfection
- We will fully sanitise all areas of the Club's facilities, paying particular attention to high touch areas.

The Club's facilities will remain closed until this is completed. Furthermore, the DHHS may request information from us to assist with contact tracing and we will make this freely available. DHHS will contact anyone who is identified as a close contact of the case. The Club will then work with DHHS to ensure that all appropriate preventative measures have been taken prior to reopening the Club.

6. Covid-Safe OTB Race Management

The below protocols and guidelines have been prepared as an addition to the Club Constitution and the Sailing Instructions and Safety Plan. In the event of a conflict between these Guidelines and the above documents, these guidelines shall take precedence.

Conduct of Races and Race Entry

Subject to compliance with Government requirements current at the time of a race, training and racing may occur as programmed.

Race entry are varied as follows:

1. Race entry is by electronic sign on or SMS message to the race officer and will include the contact details of all participants (mobile phone and email as a minimum). This is in addition to the contact tracing SMS message requirement.
2. Intention to race and sign on to be completed where possible not later than 2 hours prior to the scheduled start time
3. The Government's social distancing requirements applicable at the time of the race will apply. In the event this prevents multi handed crew from competing, such multi handed boats may be scored average points on application to the sailing committee.
4. A crew/skipper combination may be changed where an unavoidable absence due to lock down, isolation or social distancing rules occurs, including a crew member taking the helm.
5. Social distancing requirements must be observed in the compound and Club environs at all times.

Safety Protocols for OTB Racing

Due to social distancing requirements it may be necessary to have safety boats with single Crew. Part 2 of the FYC Risk Management plan is varied as follows:

- a. Maximum forecast Wind speed 0-15 Knots a single safety boat with min 1 Crew per 15 Competing Boats
- b. Maximum forecast Wind Speed 15-22 Knots:
 - i. 1-15 Boats 2 safety boats with minimum 1 crew or one safety boat with 2 crew.
 - ii. 15+ competing boats – 2 Safety Boats with Minimum 2 crew in at least 1 boat

Protocols for safe operation of a single handed safety boat:

- a. Safety lanyard to kill switch to be worn at ALL TIMES the engine is running;
- b. Where moving around the boat with safety lanyard off, the engine must be switched off and a paddle used for manoeuvre of the boat.
- c. Additional equipment (ladders) etc to be installed in safety craft to allow retrieval of people in the water.
- d. Masks and Disinfecting agents to be carried in safety boats at all times and used as appropriate

- e. While social distancing remains important, the physical safety of competitors and race management personnel is the vital consideration and must take precedence in a rescue or assistance situation.
- f. Safety boat crew to watch the following training videos
<https://www.yachtsandyachting.com/news/230075/Safety-Boat-Solo-Crewing-Top-Tips>
- g. <https://www.bing.com/videos/search?q=yacht%2Bclub%2Brescue%2Bboat%2Binstruction%2Bvideos&view=detail&mid=C9B275E2205FC18BEDC5C9B275E2205FC18BEDC5&FORM=VIRE>
- h. Washing of safety boats before and after use to include use of disinfecting materials as supplied, as minimum on:
 - i. Steering equipment
 - ii. Radios and communication equipment
 - iii. Gunwales
 - iv. Handles on Boat and trailer

Guidelines for use of the Club boats

- Social Distancing rules in effect at time of use are to be followed
- A particular boat may be reserved for a complete series
- Washing of Club boats before and after use to include use of disinfecting materials as supplied on, as minimum:
 - Steering equipment
 - Running Sheets
 - Gunwales
 - Handles including on the beach dolly/trailer