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**COVID-19 SAFETY PLAN**

Queensland Sea Kayak Club Inc.

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| **[Association/Club]** | Queensland Sea Kayak Club Inc. |
| **[Ground Location]** | N/A |
| **[Club Facility Location]** | N/A |
| **[Club President/Association CEO]** | Howard Rogers |
| **Contact Email** | [president@qskc.asn.au](mailto:president@qskc.asn.au)  [covid@qskc.asn.au](mailto:covid@qskc.asn.au) |
| **Contact Mobile Number** |  |
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| **QSKC Executive Committee is responsible for this document** | |

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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 Queensland Sea Kayak Club (QSKC) Inc to support QSKC and its members and participants in the staged resumption of community sport and club activities.

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 the QSKC, the playing/training behaviour of all members and participants and the monitoring and reporting of the health of attendees at QSKC events.

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

* 1. staged training and social activities.

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

1. Key Principles

This Plan is based on, and accepts, the AIS [Framework for Rebooting Sport in a COVID-19 Environment](https://ais.gov.au/__data/assets/pdf_file/0006/730374/35845_AIS-Framework-for-Rebooting-Sport-Summary.pdf) (**AIS Framework**) and the [National Principles for the Resumption of Sport and Recreation Activities](https://www.health.gov.au/sites/default/files/documents/2020/05/australian-institute-of-sport-ais-framework-for-rebooting-sport-in-a-covid-19-environment.pdf) (**National Principles**).

The Plan also accepts as key principles that:

* The health and safety of members, participants, instructors, trip leaders, administrators/volunteers, visitors, families and the broader community is the number one priority;
* Members, participants, instructors, guides, administrators/volunteers, families and the broader community need to be engaged and briefed on QSKC’s return to activity plans;
* Training cannot resume until the arrangements for activity operations are finalised and approved, if necessary; and
* At every stage of the return to sport process QSKC must consider and apply all applicable State and Territory Government and local restrictions and regulations. QSKC needs to be prepared for any localised outbreak at our events or in the local community.

1. Responsibilities under this Plan

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

The Committee of QSKC is 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.

The Committee has appointed the following person as the QSKC COVID-19 Safety Coordinator to execute the delivery of the Plan and to act as a point of contact for information relating to this Plan:

|  |  |
| --- | --- |
| **Name** | Howard Rogers |
| **Contact Email** | [president@qskc.asn.au](mailto:president@qskc.asn.au)  [covid@qskc.asn.au](mailto:covid@qskc.asn.au) |
| **Contact Number** |  |

QSKC expects all members, participants, instructors, trip leaders, administrative staff, guests 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 QSKC;
* 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.

1. Return to Sport Arrangements

QSKC will transition to the training activity are operating at Level B of the AIS Framework and the training/competition activities and facility use outlined in Level C of the AIS Framework when permitted under local restrictions and regulations.

* 1. AIS Framework Arrangements

The protocols for conducting sport operations and facility operations under Level B and Level C of the AIS Framework are set out in the Appendix.

* 1. Roadmap to a COVIDSafe Australia

QSKC will also comply with the Australian government’s [Roadmap to a COVIDSafe Australia](https://www.pm.gov.au/sites/default/files/files/three-step-framework-covidsafe-australia.pdf), which places limits on the type of activity that can be conducted and the number of people who can gather at facilities, notwithstanding the activities permitted by the AIS Framework (see below).

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| **AIS Activities** | **Level A:**  Training in no more than pairs. Physical distancing required. | **Level B:**  Indoor/outdoor activity. Training in small groups up to 10. Physical distancing required. | | **Level C:**  Full sporting activity (training and competition) allowed. No restriction on numbers. Contact allowed. | |
| **Roadmap Activities** | N/A | **Step 1:**  No indoor activity. Outdoor sport (up to 10 people) consistent with AIS Framework. | **Step 2:**  Indoor/outdoor sport up to 20 people. Physical distancing (density 4m2). | **Step 3:**  Venues allowed to operate with up to 100 people with physical distancing. Community sport expansion to be considered consistent with AIS Framework. | **Further steps TBC** |

1. Recovery

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

At this time the Committee of QSKC will consult with key stakeholders to review the delivery of its return to sport arrangements and use feedback to improve organisational plans and systems.

# Appendix: Outline of Return to Sport Arrangements

The following protocols will be implemented in order to comply with Queensland State Government requirements and the AIS Framework.

## Part 1 – Sport Operations

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| Area | Plan Requirements (for activities under AIS Framework Level B) | Plan Requirements (for activities under AIS Framework Level C) |
| **Approvals** | The club must obtain the following approvals to allow a return to training at Level B:   * State/Territory Government [approval](https://www.covid19.qld.gov.au/__data/assets/pdf_file/0016/127150/DPC7309-COVID-19-Restrictions-roadmap.pdf) of the resumption of community sport. * Relaxation of public gathering restrictions to enable training to occur. * Local government/venue owner approval to training at venue, if required. * National/state sporting body/local association approval of return to training for community sport. * Club committee has approved return to training for club. * Insurance arrangements confirmed to cover training. | The club must obtain the following approvals to allow a return to training/competition at Level C:   * Relaxation of [public gathering restrictions](https://www.covid19.qld.gov.au/__data/assets/pdf_file/0016/127150/DPC7309-COVID-19-Restrictions-roadmap.pdf) to enable training to occur. * Local government/venue owner approval to training/competition at venue, if required. * National/state sporting body/local association approval to return to training/competition for community sport. * Club committee has approved return to competition for club. * Insurance arrangements confirmed to cover competition. |
| **Training Processes** | QSKC specifies that training activities/processes will:   * Comply with the Aquatic Sport COVID Safe Industry Plan for Level B and Outdoor Recreational Sport COVID Safe Industry Plan for Level B * Comply with any Return to Play requirements for recreational sea kayak clubs specified by Paddle Australia or Paddle Queensland for Level B. * Emphasise AIS Framework principle of “Get in, train, get out” – arrive ready to train. * Limit physical training or paddling sessions to one per day in each designated location, with a cap of 20 participants for each event. Where it is necessary for two groups are undertaking paddling or training in close proximity, they are to avoid contact with each other for the duration of the event. * Request all members to carry and utilise VHF radios, where practical, for on-water communications. * Not permit camping on club trips; * Permit solo paddle training by members; * Not permit kayak roll training or any other paddle training requiring close physical contact (<1.5 metres between participants and/or instructor). * Ensure on-water events launch and land from areas and at times that are safe and limit contact with members of the public ensuring a minimum of 4m2 per person and physical distancing >1.5metres; * Allow solo and small group training (capped at 6 members) and paddle activities capped at 20 members, in accordance with the AIS Framework Level B, provided paddlers:   + Utilise personal sanitizers as part of their outdoor activities.   + Maintain at least 1.5m distance from each other whilst on or off water;   + Refrain from physical contact including high fives/hand shaking;   + Refrain from group meals or non-socially distant social activities with other members;   + Utilise own equipment (eg. Paddle, PFDs, kayak, spray skirts, Paddle floats etc)   + Not share their paddle equipment (except in emergencies)   + Practice socially distanced self-rescue techniques as recommended by the Committee, Paddle Australia or other industry body;   + Limit close contact in assisted rescues to emergencies only and practice COVID Safe modified assisted rescues as recommended by the Committee, Paddle Australia or other industry body;   + Limit rafting up to essential skills practice sessions and emergencies only, capped at 5 minutes duration, where possible, with all persons practicing safe hygiene and social distancing of >1.5 metres. Rafting must follow any COVID safe modifications as approved by the committee. * Require that personal equipment will not be shared (except for emergency circumstance while life and limb are at risk). Paddlers are to provide their own equipment. * Encourage personal hygiene (e.g. wash hands prior to training, no spitting or coughing). * Request that person not attend events and voluntarily withdraw whilst they are sick or showing any symptoms * Ensure Persons who are sick will be sent away. * Members are not encouraged to carpool unless they live within the same house * Activity/Event attendance registers will be kept by trip leaders for a minimum of 60 days and will be loaded into the club google drive. * Where possible Social distancing technology (Zoom) will be utilised to facilitate off water training. Specifically this will cover Trip Planning, Navigation and committee meetings * Require that all Trip Leaders consider COVID safe risk management strategies when planning and conducting any event or activity. * Require that all Trip Leaders undertake training to familiarise themselves with COVID Safe practices. * Multi-Day Expedition paddles are not permitted. | QSKC specifies that training activities/processes will:   * Comply with the Aquatic Sport COVID Safe Industry Plan for Level C and Outdoor Recreational Sport COVID Safe Industry Plan for Level C * Comply with any Return to Play requirements for recreational sea kayak clubs specified by Paddle Australia or Paddle Queensland for Level C. * Continue to allow solo and group paddling or training in accordance with Level B, with the following modifications in accordance with the AIS Framework for Level C :   + Participants are capped at 50 to limit transmission risk   + Social and group meals and other events are permitted with a cap of 40 participants, whilst ensuring a minimum of 4m2 per person and physical distancing >1.5 metres.   + Overnight camping will be permitted in accordance with the guidelines for campers or park visitors set-out in the QPWS COVID Safe Industry Plan or specified by their Rangers.   + Individual group sizes are limited to 50 persons to reduce transmission risk.   + Rafting up of paddlers is permitted, with a limit of 15 minutes, provided all persons continue practicing safe hygiene. Rafting must continue to follow any COVID safe modifications as approved by the committee.   + Incidental physical contact during paddling is permitted, provided members continue to practice safe hygiene;   + Assisted rescues are permitted during training and paddling events, subject to any technique modifications approved by the Committee.   + Kayak roll training and any other paddle training requiring close contact is permitted provided participants continue to practice safe personal hygiene and follow any guidelines approved by the committee. * Encourage people to self-assess and those who are immune-compromised or caring for immune-compromised individuals to refrain from participation. * Limit unnecessary social gatherings. * Face to Face training and meetings may resume, subject to maintaining social distancing of >1.5 metres and a 4m2 per person in enclosed spaces. * Access to treatment from support staff in case of life-threatening situations and have distance from shore reduced to reduce close contact during Basic Skills training and rescue practice. * Sanitising requirements continue from Level B. * Treatment of shared equipment continues from Level B. * Personal hygiene encouraged (e.g. wash hands prior to training, no spitting), personal hand sanitizer. * Use alternate sign on processes where possible such as Go-membership or photo of participants. * Avoid coughing where possible and if so conduct in a discrete manner * Training/trip attendance register obligations continue from Level B. * Multi-Day Expedition paddles will be permitted subject to any COVID Safe Risk modifications approved by the Committee. * Require that all trip leaders continue to follow risk management guidelines from Level B. |
| **Personal health** | * The club will comply with Australian and Queensland Social distancing requirements and implement a graded return to activities based on this advice. * Members who are in considered to be in a high risk category for COVID 19 as specified by Queensland Health are to refrain from participating in club events, without first obtaining medical clearance from their Doctor or other Health Care practitioner. Evidence of medical clearance to paddle must be provided to Trip Leaders, on request, prior to commencement of the event. * If a member of the club is feeling unwell, (including any signs/symptoms of cold, flu, COVID-19 or other illness), then they must not come to club activities. If you are registered for an event, please advise the trip leader, prior to the event, that you are withdrawing due to illness; * Members who contract COVID 19 and participated in a club event, in the 14 days prior, are to immediately notify the Club’s COVID Safety Co-Ordinator; * Washing of hands prior to, during and after events and use of hand sanitiser where available. * Avoid physical greetings (i.e. hand shaking, high fives etc.). * Avoid coughing, clearing nose, spitting etc. * Do not borrow equipment, wash/launder, and disinfect your own equipment. * Participants who have previously contracted and recovered from COVID 19 may participate in Club events, provided they continue to test negative and have obtain medical clearance to resume paddling activities. | * Remind Members no attendance if sick or exposure to suspected or confirmed cases. Note state restrictions e.g. Border closures etc. * Requirements continue from Level B. * Trip Leaders reserve the right to not allow participation if members appear sick. |
| **Hygiene** | * Members who have been overseas in the past 14 days or to a COVID-19 hotspot are not to participate until they have completed self-isolation; * Members who are sick are not to participate; * Members who have tested positive are not to participate and are to follow their States quarantine requirements; * Members to provide their own equipment and should not loan equipment from others; * Comply with any safe hygiene protocols distributed by national/state sporting body or local association that may be adopted by club from time to time. * Members are to use personal hand sanitisers, or club provided hand sanitiser before and after events and if any accidental contact with another person occurs. * Members are to wash and disinfect their own equipment in accordance with manufacturers guidelines * Members are to follow any health and safety and sanitisation guidelines issued by Queensland Health. * Encourage members to have their own sanitiser, masks and other personal hygiene equipment to reduce risk associated with close proximity around stations. * Trip leaders to have sanitizer available for wider usage as a backup. | * Hygiene and cleaning measures to continue from Level B. * Trip Leaders reserve the right to not allow participation if members appear sick. |
| **Communications** | * Committee to review and endorse plan. * Club to distribute Plan to all members. * Trip Leaders to be advised of requirements and report breaches. * If a member breaches and continues to breach requirements then expulsion or suspension from the club is to be considered. * Adopt above protocols into activities. * Endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. * Further information can be found at Queensland Health, counselling if required can be accessed through lifeline and other services if members are feeling isolated / vulnerable. * In order to ensure everyone can participate safely in Club group events. Trip Leaders have the responsibility to assess:   + Participants’ health capacity to undertake the trip safely   + Participants’ ability to undertake the trip as part of a group   + Participants’ capacity to follow Trip Leaders direction as part of the group * Participants are to immediately notify the Trip Leader or the Club’s COVID Safety Co-Ordinator if they have tested positive for COVID 19 and participated in a club event in the 14 days prior. * Trip Leaders must notify the COVID Safety Co-Ordinator, if they become aware of a member who has tested positive for COVID 19, or is a close contact of someone who has tested positive. * The COVID Safety Co-Ordinator must notify Workplace Health and Safety and follow all Queensland Government Health and Safety requirements and directions, if a member tests positive for COVID 19. | * Committee to review and endorse plan. * Club to distribute Plan to all members. * Trip Leaders to be advised of requirements and report breaches. * If a member breaches and continues to breach requirements then expulsion or suspension from the club is to be considered. * Adopt above protocols into activities. * Endorsement of government COVIDSafe app and encouragement to players, coaches, members, volunteers and families to download and use app. * Further information can be found at Queensland Health, counselling if required can be accessed through lifeline and other services if members are feeling isolated / vulnerable. * In order to ensure everyone can participate safely in Club group events. Trip Leaders have the responsibility to assess:   + Participants’ health capacity to undertake the trip safely   + Participants’ ability to undertake the trip as part of a group   + Participants’ capacity to follow Trip Leaders direction as part of the group * Participants are to immediately notify the Trip Leader or the Club’s COVID Safety Co-Ordinator if they have tested positive for COVID 19 and participated in a club event in the 14 days prior. * Trip Leaders must notify the COVID Safety Co-Ordinator, if they become aware of a member who has tested positive for COVID 19, or is a close contact of someone who has tested positive * The COVID Safety Co-Ordinator must notify Workplace Health and Safety and follow all Queensland Government Health and Safety requirements and directions, if a member tests positive for COVID 19. |
| **Management of Unwell Participants** | If a Participant becomes unwell during a club event or activity, the Trip Leader or Covid Safety Co-Ordinator must ensure:   * + First Aid is administered following all government health and safety guidelines for First aid infection control and safe hygiene practices.   + The participant is isolated from the group and seeks prompt appropriate medical care and treatment;   + All other event participants in the group are to immediately self-isolate for a period of 14 days, or until directed by Queensland Health, or the unwell participant receives medical clearance or a negative COVID 19 test result.   + All event participants are to refrain from participating in a club event until the period of isolation has completed. | * As per the requirements for Level B. |

## Part 2 – Facility Operations

QSKC does not operate facilities and do not intend using facilities until Level C status under the AIS Framework is reached. QSKC will organise activities outdoors, where a need to meet exists the usage of technology such as Zoom will be utilised in the interim.