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## **Melbourne Trailable Yacht Club**

### **COVIDSafe PLAN**

Version 2.0  
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Date	Version	Reviewers	Actions
17/11/2020	1.0	P.Mart	Initial draft
26/11/20	2.0	P.Mart	Updated with 22 November AS advice

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## Introduction

This COVIDSafe Plan has been prepared in accordance with current Victorian Government restrictions and guidelines, and Australian Sailing's approved Return to Sailing in a COVID Safe Environment document, with consideration to Sport Australia's Return to Sport Toolkit. It draws on material from the Australian Sailing COVID Safe Plan Example: The Boatshed (<https://cdn.revolutionise.com.au/site/qiwyr9ybylmcmw1a.pdf>)

It has been updated to conform to the mandatory requirements of the Community Sport and Physical Recreation Industry Restart Guidelines, and the restriction level at the time (Closed, Heavily Restricted, Restricted, Open with a COVIDSafe Plan). The Guidelines can be found at:

<https://www.coronavirus.vic.gov.au/coronavirus-sector-guidance-arts-and-recreation-services>

This plan aligns with the mandatory requirements of the Community Sport and Recreation (CSR) COVIDSafe Plan template.

It follows the six COVIDSafe principles:

1. Ensure physical distancing
2. Wear a face mask
3. Practise good hygiene
4. Keep records and act quickly if participants, volunteers or organisers become unwell
5. Avoid interactions in enclosed spaces
6. Create workforce/activity bubbles

## Recommended online training for MTYC members to complete

Play by the Rules: COVID-19 (CORONAVIRUS): WHAT IT IS, HOW TO PREVENT SPREAD

10min online module: <https://pbtr.ausport.gov.au/q/PBTRCV1900>

## Health considerations

Members should **stay home and not attend if:**

- you are feeling unwell with possible coronavirus (COVID-19) symptoms including:
    - o Fever
    - o Shortness of breath
    - o Chills or sweats
    - o Runny nose
    - o Cough
    - o Loss or change in sense of smell or taste
    - o Sore throat
- <https://www.dhhs.vic.gov.au/getting-tested>
- you are feeling unwell, even if you have tested negative for coronavirus (COVID-19) – **any spread of sickness** puts our members and MTYC at risk.
  - you have been diagnosed with coronavirus (COVID-19) and have not yet been cleared by health officials to stop isolating.
  - you have been in contact with a coronavirus (COVID-19) case.
  - you have been directed to isolate.
  - you have returned from overseas in the last 14 days.
  - you do not feel comfortable, including being in an at-risk category.

Members are encouraged to:

- get the flu vaccination and download the COVIDSafe app.

## Personal Hygiene

Everyone should ensure good personal hygiene which is critical for stopping the spread.

### Wear a face mask

- When unable to physically distance outdoors, and at all times indoors.
- We recommend bringing two well-fitting, reusable cloth face masks, as well as resealable bags for when not in use.

### Wash your hands

- Wash your hands regularly with for at least 20 seconds, using soap and water or a hand sanitiser that contains at least 60 percent alcohol.
- Wash your hands when you get home, arrive at other people's homes, or arrive at work.
- Wash your hands after blowing your nose, coughing, sneezing.
- Wash your hands regularly before, during and after a session.
- Wash your hands before and after eating, and after going to the toilet.

### Other actions

- Cover your nose and mouth with a tissue when you cough or sneeze. If you don't have a tissue, cough or sneeze into your upper sleeve or elbow. Dispose of tissues properly.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid touching shared objects/surfaces except where necessary.
- Do not share drink bottles, crockery, cutlery or towels.
- Clean and sanitise frequently used objects including mobiles, keys and wallets.

## Physical Distancing

- Physical distancing of 1.5m must be maintained at all times while onshore.

## Reduce risk of transmission in vehicles

- Members and participants should avoid travelling in the same vehicle as others who don't live in the same household, where possible.
- Wear a mask.
- Vehicle air-conditioning should be set to fresh air or windows left down to ensure good air flow.

## CURRENT VICTORIAN RESTRICTIONS (22 Nov. 2020)

### Australian Sailing Specific Summary

- Organised club racing and training for all members (adults and youth) can resume. This includes double handed dinghies and all forms of fully crewed keel boats, trailables and sports boats.
- Masks and social distancing are no longer required while sailing
- There is no limit on the number of boats on the water for racing or training.
- Group sizes limited to 50 people (subject to a density quotient of 1 per 4sqm) in rigging area, keeping 1.5m social distancing unless wearing masks. Multiple groups of 50 to be separated by a clear and reasonable gap.

### GENERAL GUIDANCE

- Participants should, if possible, arrive ready for sailing.
- Shared equipment should be reduced where possible; use of club equipment such as life jackets and club boats should be traced and limited, with all equipment sanitised between use.
- Sign on/off recommended to be done electronically via phone, VHF or online
- Clubs must have a COVID safe plan that is communicated to members and includes protocols to ensure participants are free of coronavirus symptoms and a process for action, should a member or participant show up to the club with coronavirus symptoms.
- Clubs are encouraged to place regular signage around club facilities, hard stands and rigging areas, promoting the wearing of masks while indoors, adhering to outside group sizes of 50, staying 1.5 meters apart and sanitizing of equipment.
- Clubs must maintain a register of people entering the premises to allow contact tracing
- Clubs must maintain a register of participants/ competitors to allow contact tracing
- Club canteens, restaurants and cafes may open subject to the industry restart guidelines for hospitality. To apply both community sport and hospitality guidelines to a venue, then you must be able to segregate the two specific areas and then apply the relevant guidelines to the specific area.
- Toilet and change room facilities may now open subject to the density quotient of 1 per 4sqm
- Participants are encouraged to get the flu shot
- Participants are encouraged to download the COVIDsafe app
- Participants regularly reminded not to take part if unwell
- Participants who suddenly feel unwell to be sent home and to follow govt Health Guidelines

### MTYC Specific Instructions

#### Pre-Race Onshore

- Skippers and crew sign on with the QR Code for their boat to capture all participants and contact details.
- By signing on Skippers/Owners acknowledge that their Yacht meets all the requirements to be eligible to race (Cat5, Insurance, VHF Radio, etc.)
- Wear masks if unable to maintain 1.5m physical distancing.
- All activities should be appropriate to maintain physical distancing.
- Ensure equipment is not shared during boat rigging.
- Ensure number of people in one area does not exceed 50 (or current restriction).

#### On-water

- VHF radio check to ensure working radio, but this is not a substitute for QR Code sign on.
- 1.5m distancing and recommend wear masks, if your crew does not live with you.
- Where feasible at boat ramps, race starts and other close quarters situations, maintain maximum distancing and separation between boats, and other groups.

## Post Racing

- Congregating for social activities after sailing is not recommended.
- Thursday twilight sailing races – no post-race BBQ on Coast Guard deck until further notice.
- Maintain 1.5m physical distancing.
- Maintain personal hygiene and encourage regular handwashing and use of hand sanitiser.
- Any MTYC equipment from the trailer that has been shared must be cleaned.
- Records to be kept for minimum 28 days including participant QR sign on details.

## Steps to take if a member/participant is suspected or confirmed to have COVID-19

1. **Isolate:** Remove the person from others. SafeWork Australia recommends giving the person a surgical mask, if possible.
2. **Inform:** Contact Doug Whitby who will in turn inform the state health authorities (by calling the Victorian COVID-19 hotline on 1800 675 398) and follow the advice of health officials. Depending on the situation, authorities may give specific advice.
3. **Transport:** Ensure the person has transport, either to their home where they can isolate or to a medical facility. This must be in a private vehicle to minimize exposure to others. They should **NOT** use public transport
4. **Clean:** Close off the affected boat or areas (such as Coast Guard BBQ and tables) and do not let others use or enter them until they have been cleaned and disinfected. All areas or PPE that were used by the person concerned must then be thoroughly cleaned and disinfected.
5. **Identify:** Find out who has had close contact with the infected person (including up to 48 hours before they first started experiencing symptoms). This information can be found through the QR Code attendance records.  
*Close contact means anyone who has been face-to-face for at least 15 minutes with the infected person or has been in the same space as them for two hours, such as on board a boat.*  
 Those members/participants should then be sent home to isolate and get tested. If the infected member/ participant had contact with large numbers of participants, all participants may have to self-isolate for 14 days.  
 All participants must get a COVID test and remain in isolation until they have the results- regardless of whether they are displaying any symptoms.
6. **Review:** Review COVID-19 risk management controls, and assess and decide whether any changes or additional control measures are required.

## Cleaning and disinfection

(This section will be relevant when use of the Coast Guard BBQ and tables resumes)

**Cleaning** means physically removing germs, dirt and organic matter from surfaces. Cleaning alone does not kill germs, but by reducing the numbers of germs on surfaces, cleaning helps to reduce the risk of spreading infection.

**Disinfection** means using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs that remain on surfaces after cleaning, disinfection further reduces the risk of spreading infection.

**Cleaning before disinfection is very important as organic matter and dirt can reduce the ability of disinfectants to kill germs.**

### Use of personal protective equipment (PPE) when cleaning

Disposable gloves will be provided by MTYC and should be used when cleaning and disinfecting. Always follow the manufacturer's advice regarding use of PPE when using disinfectants.

### How to clean and disinfect

1) Wear gloves when cleaning and disinfecting. Use of eye protection, masks and gowns is not required when undertaking routine cleaning.

a) Disposable gloves will be provided by MTYC and should be discarded after each clean.

b) Clean hands immediately after removing gloves.

2) Thoroughly clean surfaces using detergent (soap) and water.

3) Apply disinfectant to surfaces using MTYC provided spray bottle, disposable paper towel or cloth.

4) Ensure surfaces remain wet for the period of time required to kill the virus (contact time) as specified by the manufacturer. If no time is specified, leave for 10 minutes.

A one-step detergent/disinfectant product may be used as long as the manufacturer's instructions are followed regarding dilution, use and contact times for disinfection (that is, how long the product must remain on the surface to ensure disinfection takes place).

### Choice, preparation and use of disinfectants

Use disinfectants that claim antiviral activity (can kill viruses). Chlorine-based (bleach) disinfectants are a product that is commonly used. Other options are common household disinfectants or alcohol solutions with at least 70% alcohol (eg. methylated spirits). Follow the manufacturer's instructions for appropriate dilution and use. Table 1 below provides dilution instructions for bleach solutions.

Table 1. Concentrations to achieve a 1000 ppm (0.1%) bleach solution

Original strength of bleach		Disinfectant recipe		Volume in standard 10L bucket
%	Parts per million	Parts of bleach	Parts of water	
1	10,000	1	9	1000 mL
2	20,000	1	19	500 mL
3	30,000	1	29	333 mL
4	40,000	1	39	250 mL
5	50,000	1	49	200 mL