

RETURN TO SAILING GUIDANCE

Advice for Sailing Club Operators.

Like the flu, COVID-19 is spread from person to person by droplets of saliva. When an infected person coughs, sneezes or talks, they may generate droplets containing the virus. These droplets settle on surrounding surfaces.

People may get infected by the virus if they touch those surface or objects, and then touch their mouth, nose or eyes.

That is why good hygiene practices, and regular cleaning are critical to controlling the spread of COVID-19. Below is some guidance on good hygiene, cleaning equipment and shared facilities, to ensure the virus cannot be spread in your club.

PREPARING TO RECOMMENCE ACTIVITIES

Any sports facilities, clubs, grounds or clubs that intend to open facilities to participants and guests must ensure they are protecting individuals and minimising the risk of spread of infection of COVID-19.

Before you open your club, you need to comply with the relevant Health and Safety requirements for COVID-19.

All clubs and facilities need to meet all Public Health Notices and guidelines. These include the following, although they may change over time:

- Regular disinfecting of surfaces.
- Encouraging good hand hygiene by allowing frequent hand washing with soap and water before thoroughly drying them.
- Not having unwell people at your club.
- Meeting physical distancing requirements.

HAND HYGIENE

Good hand hygiene is the best tool against spreading germs when participating in sport or active recreation. Make sure that everyone who uses the club to participate washes their hands with soap and water and thoroughly drying them before and after each activity. Hand washing is the preferred option for good hand hygiene. However, hand sanitiser (containing at least 60% alcohol) should be provided as an acceptable alternative, especially where there are not sufficient hand washing facilities.

To stay on top of this, you can:

- Communicate handwashing guidance to all members and visitors. The key message is that people need to wash their hands with soap and water and thoroughly drying them before and after activities.
- Put up signs in shared facilities to remind people to wash their hands.
- Make sure bathrooms are always stocked with soap and paper towels.
- Provide hand sanitiser (containing at least 60% alcohol). Consider placing it at the entrance/exit and next to any shared equipment.

While guests might not directly involved in activities, it's important that they maintain good hand hygiene while at the venue. Guests should be advised to wash their hands with soap and water and thoroughly drying them before and after visiting facilities.

Other ways to keep our hands clean and prevent germs spreading include:

- Encourage alternative greeting or end of game traditions (instead of hi-fives).
- Where possible keep your entrance and exit doors to your club open and avoid using your hands on high-touch surfaces, such as door handles, gates, and seats.

Participants must also bring their own clean towel to dry off any sweat while being active.

SPITTING

All sport and physical activity must operate within public health guidelines outlined above, including personal hygiene. Spitting is an unhygienic practice and an offence. Please ensure that people using your club do not spit on any surface.

CONTACT TRACING

Contact tracing is the identification of all individuals that have come into contact with a person with a confirmed, probable or suspected case of COVID-19. Contact tracing is a fundamental precaution against the spread of the virus in the community.

Contact Tracing is undertaken by NSW Health. Clubs must ensure they comply with requirements to keep records to enable contact tracing.

This advice provides guidance to clubs about their responsibilities to retain certain information from people participating in their activities to assist NSW Health if contact tracing is required.

A club can only open if they are able to meet the WorkSafe Guidelines for COVID-19 and adhere to the COVID-19 Public Health Order, and any other legal requirements.

REQUIREMENTS OF PROVIDERS

Clubs who open should maintain a guest/participant register (including staff and contractors) to assist NSW Health's efforts at contact tracing for COVID-19. The person responsible for holding the guest/participant register should be identified in your COVID-19 Health and Safety Plan. This person should be able to be reached 24/7 and have the ability to provide information to allow for contact tracing on request.

This information can be hard copy or electronic and must record all individuals (including staff and contractors) who have visited your club on every day that you have been operated. It must include the following information for each individual:

- Date and Time in (and where possible, time out)
- Full name
- Address
- Phone number
- Email address.

Guidance issued by NSW Health states these details should be kept for 28 days and that the information collected may only be used for the purpose of contact tracing at the request of the NSW Health or local district health boards.

Care should be taken in the maintenance of the guest/participant register, with the following issues being addressed:

Transparency: Individuals must be made aware of the reason for the register, and what will happen to the information they provide. It is suggested that the following wording be used: *“This information is being collected to assist in the management of the COVID-19 pandemic. It will be given to the NSW Health and/or the District Health Board on request in the event that it is required for contact tracing purposes. We will not use it for any other purpose, and will destroy it after 28 days. It will be kept here at [name of the establishment]. You have a right to access and correct any information we hold about you.”*

Security: Keep the information safe, in a locked area and think about how to prevent individuals seeing the information provided by others on the register, e.g. could you cover the others’ details when later individuals sign in?

Retention and disposal: Securely dispose of the register after eight weeks. Do not just throw it in the bin.

Use: The sole purpose of the register is for contact tracing. Do not use the information for any other purpose, such as building your mailing list.

Disclosure: Do not give the register to other parties, or let individuals look through it.

FOOD AND DRINK

Participants and guests should eat at home before or after visiting the club. They should also use their own clearly labelled water bottles which should be thoroughly cleaned before and after each use.

If the club has its own bar or kitchen where it sells food and drink, it may possible for the operate however it must comply with the requirements for hospitality businesses.

Encourage Participants and Guests to leave the club after they have completed their exercise and not spend extended time in the club rooms or at the club.

EQUIPMENT

Participants at your club must bring their own personal equipment (towels, water bottles, etc). Water bottles should be stored separately and clearly labelled to avoid mix ups.

Implement sanitising practices suitable for any shared equipment used at your club. For example, for a group class you may like to incorporate the cleaning of the equipment as part of the class instruction.

Ensure that participants know to clean personal equipment before and after use.

Make sure shared equipment is cleaned before and after use with disinfectant, concentrating on points of contact.

If equipment at your club cannot be washed before and after each use, you need to implement other ways prevent germs spreading. For example: rotating equipment to allow a withholding period between uses could to allow the virus to die off from these surfaces.

Visitors must only be at the premise while they are participating in the activity session. It's important that everyone showers at home, and spends minimal time using any shared services at your club. Make sure that people do not loiter or use this time as an opportunity to catch up with friends.

Consider removing door handles, keeping gates open, or other measures to avoid high-touch surfaces becoming a nesting ground for germs.

KEY CLEANING TIPS

Please ensure the club is regularly and thoroughly cleaned. Consider the club and what is frequently used and touched by anyone who uses it. The virus can be spread from person to person or by touching unclean equipment or surfaces. To stop the spread, focus efforts on cleaning areas where the virus is more likely to spread.

- Regular cleaning of facilities will minimise the spread of infection by reducing visitors contact with contaminated surfaces.
- Schedule regular cleaning.
- Ensure the use of suitable cleaning products.
- If using reusable cloths, these should be disinfected and then dried after use, as bacteria and viruses can still survive on damp cloths.
- Disposable gloves should be worn when cleaning and placed in the bin when finished.
- Make sure to clean surfaces with a suitable cleaner and/or disinfectant and follow the manufacturer's instructions for use. When choosing a suitable cleaning product, consider what the product is effective against and the length of time the product needs to be left on a surface to clean it properly.

Common internal touch points may include:

- Common pens for sign in sheet.
- Doors/door handles - look at all reasonable opportunities to remove them
- High-touch surfaces such as stairwell handrails and chairs
- Sport equipment such as sail bags, beach trolleys, winch handles and life jackets.

PLAY EQUIPMENT

The risk of transmission from playground equipment is low. As well as maintaining physical distancing:

- Participants are advised to wash and dry their hands or use hand sanitiser before and afterwards (or provide hand sanitiser for users to apply before and after using the equipment)

- Participants should be advised not to touch their face, cough and sneeze into elbow, if they have cold or flu symptoms to stay off the equipment
- The equipment should be wiped down with disinfectant as per usual protocols.

SPECIALIST CLEAN

If you discover that a visitor of your club is a suspected, probable or confirmed case of COVID-19, your club must undergo a specialist clean to ensure that any risk of the virus spreading at your club is eliminated. The Infection Prevention and Control nurse at the local District Health Board/public health unit can provide further guidance if required.