



Considerations to promote a COVID-19 safe environment (Supplementary Information)

Updated 26 August 2021



Introduction

This supplementary information is provided to assist you with updating your COVID-19 Safety Plans, communicating with members as well as planning for the season ahead. It draws on information previously promoted in the SLS Activity Matrix and COVID-19 Safety Plans.

Tips on running a successful event (including training, junior activity and surf sport events)

Event planning can be stressful, but with the right planning and preparation you can make sure your event goes off without a hitch. Here are a few tips to get you started.

The key to event success is planning effectively. Make your event run smoothly by being organised and systematic about every detail. Being a logistics guru is going to help you to eliminate stress and react to changes effectively.

Write your to-do list as soon as possible and give yourself regular check-in points to track your progress. Break your list down to daily, weekly and monthly tasks. Have a plan B to save you from those last minute curve-balls.

Allow yourself enough time to plan your event. You will need a minimum of three (3) weeks for planning and implementation. When an event is perfectly planned, the execution is always more effective.

Key considerations

When not to attend SLS activities

Do not attend any SLS activities if:

- a. the current Public Health Order does not permit attendance or participation in that activity
- b. you feel unwell
- c. you have been in close contact with someone who has tested positive for COVID-19
- d. you have tested positive for COVID-19 – wait until you have been given medical clearance to attend again
- e. you have been to a [designated hotspot](#) which has specific limitations around travel and attendance at gatherings in the 14 days prior to any of your training dates.

If you are diagnosed with a confirmed case of COVID-19 within 14 days after attending any SLS activity, you must notify SLSNSW immediately on 02 9471 8000.

The Australian Department of Health recommends using the [Healthdirect Coronavirus \(COVID-19\) Symptom Checker](#) to answer questions about symptoms to see if you or someone needs to seek medical help or get tested.

The above should always be communicated to all members participating in SLS activities.

Physical distancing

- Ensure members do not shake hands or exchange physical greetings.
- Restrict access to showers and change rooms where possible, advising members to change and shower at home.
- Stagger the use of communal facilities. e.g., stagger break times that participants need for bathroom breaks, stagger pool entry times during swim training.
- Utilise outdoor facilities where possible.
- Make all efforts to greatly reduce the time spent within close proximity to another person where physical distancing is not possible.
- Have a sign with the maximum number of people allowed in the room as per the latest government health order.
- If and where possible, mark areas for entry and exits, and the direction of pedestrian traffic to avoid gatherings and promote physical distancing.
- If participants are seated, configure the seating to promote physical distancing (e.g. a U-shape or individual desk setting).

Hygiene and cleaning

Coronaviruses, such as COVID-19, can survive on surfaces for a few hours or up to several days depending on the temperature, humidity and type of surface.

- Disinfectant aerosol spray and/or disinfection wipes should be utilised over hard surfaces, including tables and chairs.
- Clean and/or disinfect equipment before, in-between and after each use where possible.
- Frequently clean any indoor or outdoor shared/frequently touched surfaces (e.g. crowd control barriers, door handles).
- Clean equipment such as flags, relay batons etc. after each use with detergent or disinfectant (suggest a bucket of detergent to be allocated in each activity area).
- Ensure that sanitiser is readily accessible.
- Ensure that bathrooms are well stocked with hand soap and display posters to support effective hand washing.
- Ensure that COVID-19 safety signage is displayed as required and in areas that require greater attention to hygiene.
- Advise members to bring their own equipment to activities to avoid sharing (e.g. food, water bottles, sunscreen, towels, writing tools).

More specifically for Training and Education

- Conduct an infection safety briefing at the start of all training and assessment sessions.
- Minimise the rotation of trainers, assessors, and facilitators (TAFs) between groups.
- Keep participants in the same groups and in the same area where possible.
- Group participants from the same household together, if possible, for activities where physical contact cannot be avoided.
- Use tape to mark distances to facilitate the placing of manikins within appropriate distances, with ideally one adult and infant manikin per participant.
- Provide one asthma puffer/spacer and adrenalin autoinjector per participant if possible.
- Ensure all TAFs and participants sign in and out of sessions.
- Refer to additional [Laerdal](#) information on standard hygiene and cleaning procedures for CPR manikins.
- Clean all components of resuscitation equipment– spray bags, zippers, medical grade oxygen cylinders, regulators, tubing, etc.
- Ensure manikin lung bags are changed if a Bag Valve Mask (BVM) is used.
- Wipe down the face and chest of manikins between participant use.
- Submerge manikin face masks and face connectors (separated) in a hot water cleaning solution for 20 minutes, then rinsed in detergent free water after training.
- Clean manikin chests with warm soapy water after training, being aware that moisture may damage the QCPR units so clean inside with a clean dry cloth.
- Clean infant jump suits and manikin clothing after training.
- Handouts such as learner guides and assessment portfolios should be emailed to participants prior to the delivery of theory sessions.
- Ask participants to complete editable PDF documents or scan and email any documents that require signing.
- Record all attending TAFs and participants through the NSW Government QR code system.

More specifically for Surf Sport

It is recommended that clubs and branches form a working group to brainstorm key strategies to deliver a COVID-19 Safe event. Remember that a COVID-19 Safety Plan is required for each event. Appoint an event COVID Coordinator who sits on the Carnival Organising Committee and Safety Committee.

- Consider whether you need to restrict entries to events participants wish to compete in (rather than to all events on offer) to better manage overall numbers.
- Consider setting entry closing dates earlier than usual to enable sufficient time for planning.

- Consider alpha draws to avoid marshalling.
- Advise clubs in the entry circular that they will also need to appoint a COVID Marshal to represent each club in attendance and be briefed by the event COVID Coordinator.
- Update the event Safety Operations Manual (SOM) to accommodate for biosafety (COVID Safe) measures.
- Be clear and concise in all event communication around the expectations and responsibilities of all in attendance.
- Engage in frequent and open communication with local Council around any specific requirements they may have.
- Record all attendees at your event/carnival through the NSW Government QR code system.

COVID Marshals

- COVID Marshals are required to wear a hi vis vest with 'COVID Marshal' printed on the back.
- Use the [COVID Marshal Position Description](#) template.
- The COVID Marshal is tasked with the responsibility of ensuring that all members of their club are maintaining 1.5m social distancing for the duration of the carnival and/or other restrictions as they are required.
- Beach access ramps may be restricted to entry only or exit only to manage one way traffic and assist with physical distancing.

Event considerations

Break down the program into specific age groups

Consider allowing only two age groups rather than all age groups on the beach at any one time to reduce numbers e.g. U9 and U11 (AM) or U10 & U12 (PM) etc.

Block racing

Run one (1) age group alongside another age group and run each event through to finals alternating males and females. This is replicated for the duration of the program of events. These age groups will then leave the beach at a dedicated time and the next group will be in holding ready to enter the competition area once the previous ages have departed.

Venue selection

Select venues where racing can be achieved in a sensible turn around time that enables you to plan your carnival timeline (e.g. locations that are less likely to attract difficult conditions). Younger age groups may

be held on flat water to better manage time and transition on and off the beach.

Division racing

Based on results from the previous season, organise age groups into divisions based on ability to enhance the racing experience for all in attendance and allow for programming to be scheduled at dedicated times.

Modified events

Decide on the limited events you may offer such as:

- Individual events only
- Swim, board, ski, iron, sprints
- Iron only
- Beach only
- Discipline specific carnivals – reduces the need to re-set the areas
- Younger age groups may also need to be accommodated at a club level if required.

Weekend of surf

Hold the senior events on Saturday and junior events on Sunday to make use of the beach set up. Larger branches may need to restrict entries for each club.

Single age competition

To reduce numbers and to manage member opportunities, members may only compete in their own age group for all events e.g. U19 chooses to compete in U19 or Open - not both, or U13 competitor may not be eligible compete in the U14 team event.

Restricted entries

Establish a mechanism to cut off event entries once predetermined maximum capacity has been reached e.g. entries via Jotform and individuals must enter (rather than clubs). Once the limit has been achieved in each age, the form is automatically closed.

Programme Examples

U9 & U10 Block Racing Allocated finish time for all events regardless of completion

30 minute transition time to clear the beach and welcome the next age groups

U13 & U14 Block Racing Allocated finish time for all events regardless of completion

30 minute transition time to clear the beach and welcome the next age groups

U11 & U12 Block Racing Largest numbers allocated at the end of the day.