

# St George Alpine Club

## Jindabyne Lodge COVID Plan

Date: 11/11/2020

Revision: 4

### Responsibilities

1. All lodgers are responsible for adhering to the rules set out in this document
2. All lodgers are to be considerate to other residents in maintaining social distancing and hygiene practices
3. The lodge captain will be verifying the lodgers are maintaining COVID safe practices and has the authority to remind individuals of these rules.
4. As mentioned in the code of conduct, the lodge captain has the authority to officially warn residents if they do not follow the rules and can eject residents from the lodge.
5. A condition of staying at the lodge is understanding and acceptance of these COVID rules. Should you have any questions regarding these rules please contact [secretary@stgeorgealpine.com.au](mailto:secretary@stgeorgealpine.com.au) for clarification.

### Wellbeing of lodgers

6. No visitors are allowed to enter the lodge at any time. The lodge can only be entered by those who have booked to stay in a room.
7. It is mandatory residents bring their own masks and must be used by any resident presenting with COVID symptoms during their stay.
8. All lodgers who are feeling unwell with symptoms of COVID are to vacate the lodge immediately, be COVID tested and the lodge captain is to inform the booking officer. They can only return after submitting evidence of a negative test to the booking officer. The room fee will be pro-rated to account for the lost days.
9. If a lodge resident tests positive for COVID during their stay then all lodgers will need to vacate the lodge immediately regardless if they are presenting symptoms or not and the remainder of all their bookings will be cancelled. All lodgers are recommended to obtain a COVID test. The lodge captain is to report the case to the Secretary. The room fee will be pro-rated to account for the lost days.
10. If a lodge member develops COVID symptoms within 14 days after staying in the lodge then they should have a COVID test performed. If the result is positive the State Government contact tracing protocols will commence. A club director should also be informed to enable contact tracing of lodge members by emailing [secretary@stgeorgealpine.com.au](mailto:secretary@stgeorgealpine.com.au).
11. A booking may be cancelled prior to a stay, with a full refund, if evidence of being COVID positive is submitted and the quarantine period overlaps with the booking.
12. Delivery of food must be accepted outside the premises with contactless deliveries preferred. No food delivery personnel are allowed into the premises.

## Physical distancing

13. Signage will be placed in the kitchens, dining, lounge and rumpus room areas displaying the number of people allowed in each area. Lodgers must adhere to the restrictions in each area. Lodgers will need to return to their room if there is not enough remaining space in any of the common areas. Furniture cannot be moved as it is spaced for social distancing.
14. Residents of different rooms must observe the 1.5m rule
15. There will be a separate entrance and exit to the lodge. Residents must only use the main entrance to enter the building and must exit via the door adjacent to the dining room.
16. Diners at the table must sit in allocated positions.
17. Only one bedroom can use a kitchen at a time.
18. Physical distancing must also be practiced in the car park area and outside the entrance to the premises.

## Hygiene and cleaning

19. All residents are to bring their own linen and towels as usual as well as the following items (which are no longer supplied by the lodge);
  - a. Pillow
  - b. Blankets
  - c. Bath mats
20. Disposable bed protectors will be supplied for each stay and must be used. They are to remain in the room for the cleaners to dispose of and replace.
21. Hand sanitisers have been placed as a minimum at the lodge entrance and exit, in each kitchen and before the bedroom corridor for the use of residents.
22. Signage has been placed in the kitchen area on the proper hand cleaning technique.
23. The communal internal building doors will be chocked open during the day to reduce the number of frequent touch points. These will include the doors to the bedroom corridor on the upper level, and the door between the entrance and games room. The lower level doorway to the laundry area and bedrooms will be sealed and out of use. The lower level is a thoroughfare.
24. A new item has been added to the room chore roster to sanitise frequently touched surfaces around the lodge at least every morning and evening. The sanitisation has been added to each chore area. For example, vacuuming the lounge area will now also include sanitisation of the frequent touch points in that area. Frequent touch points are at least the following;
  - a. all internal and external door knobs,
  - b. banisters,
  - c. hand rails,
  - d. all kitchen surfaces,
  - e. dining tables and chairs,
  - f. coffee tables,
  - g. light switches and
  - h. cooking appliance touch points.
  - i. Windows
  - j. Remote controls
  - k. Vacuum cleaner to be wiped down after use

The lodge captain has the discretion to assign chores and sanitisation tasks if the allocated room to carry out those tasks has not been booked.

25. Sanitisation is to be carried out with the supplied cleaning agents and disposable cloths. Cloths are not to be reused. Disposable gloves are to be worn when cleaning and hands thoroughly washed before and after with soap and water.
26. The lodge captain is to ensure the hand sanitiser and cleaning agents are topped up as required.
27. People must use hand sanitiser before touching anything in the kitchen or any kitchen appliance.
28. The kitchen benchtops are to be sanitised and the kitchen left tidy before the next bedroom uses it. It is recommended the benchtops are sanitised with the supplied chemical and wiped down with paper towel which is disposed.
29. Similarly the dining table is to be sanitised and wiped down with paper towel when the meal is complete, ready for the next group to use.
30. Crockery, cutlery, glasses and tea cups/mugs, pots and pan, chopping boards are to be washed in the dishwasher only. Residents should bring dishwasher safe items so they can be washed using the dishwasher. No hand washing of any kitchen items
31. No food must be left in the lodge. There will be no sharing of ingredients. There will no longer be any communal salt, pepper, cooking oil, etc. Lodgers must bring all ingredients for their stay for their personal use.
32. The lodge will be professionally cleaned and sanitised each week. Lodgers will not need to clean and vacuum their rooms on check-out day as this will be done by the cleaners
33. The lodge checkouts will now be 10am Sunday, with check-in no earlier than 4pm Sunday afternoon. The lodge will be closed between these times for cleaning and sanitisation.

## Record keeping

34. Daily registration of all guests will be provided via QR code registration. This is provided by a secure provider who does not share the information with 3<sup>rd</sup> parties. The registration data is erased after 28 days and is only used in the event of contact tracing. Lodgers must register each day of their stay.
35. The lodge captain will have the ability to register residents if they do not have a smart phone available.
36. It is recommended lodgers install and use the government COVIDSafe app in aid of contact tracing by the Government.

## General

37. All board games, books, magazines and table tennis has been temporarily removed during COVID.
38. COVID symptom signage will be posted at the entrance to the lodge
39. The lodge could be inspected at any time by Government agencies. Those in breach of COVID rules will be responsible for their fines and not the club.
40. The club will cooperate NSW Health if contacted in relation to a positive case.

41. COVID symptoms extracted from the NSW Government website (<https://www.nsw.gov.au/covid-19/symptoms-and-testing>) on the 30 Sept 2020 are

## Symptoms of COVID-19

### Symptoms of COVID-19 include

- fever (37.5 ° or higher)
- cough
- sore/scratchy throat
- shortness of breath
- runny nose
- loss of smell or
- loss of taste.

### Other reported symptoms include

- fatigue
- muscle pain
- joint pain
- headache
- diarrhoea
- nausea/vomiting
- loss of appetite.

In more severe cases, infection can cause pneumonia with severe acute respiratory distress.