

St George Alpine Club

Hotham Lodge COVID Plan

Date: 13/3/2021

Revision: 2

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 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.
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 and lounge 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. Diners at the table must sit in allocated positions.
16. A representative from two bedrooms can use either side of the kitchen at a time maintaining social distancing as far as practicable.
17. Physical distancing must also be practiced outside the entrance to the premises.

Hygiene and cleaning

18. All residents will be supplied with bed linen which comes in a bag and will be left on the allocated bed. Upon arrival, unpack the linen and make your bed. When leaving, strip the bed and pillow case and place back in the supplied bag.
19. Please bring the following items (which are no longer supplied by the lodge);
 - a. Pillows
 - b. Blankets
 - c. Towels
 - d. Bath mats
20. Hand sanitisers have been placed as a minimum at the lodge entrance, in each kitchen and before the bedroom corridor for the use of residents.
21. Signage has been placed in the kitchen area on the proper hand cleaning technique.
22. The communal internal building doors will be chocked open during the day to reduce the number of frequent touch points.
23. 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. all kitchen surfaces,
 - d. dining tables and chairs,
 - e. coffee tables,
 - f. light switches and
 - g. cooking appliance touch points.
 - h. Windows
 - i. Remote controls
 - j. 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.

24. 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.
25. The lodge captain is to ensure the hand sanitiser and cleaning agents are topped up as required.
26. People must use hand sanitiser before touching anything in the kitchen or any kitchen appliance.
27. 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.
28. 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.
29. 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
30. 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.
31. The lodge common areas and room will only be professionally sanitised each week before the next guests arrive and not cleaned. The responsibility for cleaning remains with the guests
32. Residents must clean their rooms and continue to perform their allocated chore before leaving the lodge on their last day. The professional room cleaning fee will be back charged if the room is deemed not clean by the cleaners.

33. The lodge checkouts will now be 10am Saturday, with check-in no earlier than 4pm Saturday 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 the State recommended QR code registration.
35. The lodge captain will have the ability to register residents if they do not have a smart phone available.

General

36. All board games, books, magazines have been temporarily removed during COVID.
37. COVID symptom signage will be posted at the entrance to the lodge
38. 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.
39. The club will cooperate with the State Health Authority if contacted in relation to a positive case.
40. COVID symptoms extracted from the State Government website (<https://www.coronavirus.vic.gov.au/symptoms-and-risks#what-are-the-symptoms-of-coronavirus-covid-19>) on the 13 March 2021 are

What are the symptoms of coronavirus (COVID-19)?

The symptoms to watch out for are:

- fever
- chills or sweats
- cough
- sore throat
- shortness of breath
- runny nose
- loss or change in sense of smell or taste.

Some people may also experience headache, muscle soreness, stuffy nose, nausea, vomiting and diarrhoea.

If you have any of these symptoms, however mild, you should seek advice and get tested. To get further advice, call the 24-hour coronavirus hotline [1800 675 398](tel:1800675398) or your doctor.