



Your COVID-19 Safety Plan

Community sporting competitions and full training activities

Business details

Business name	Sydney Flying Squadron Pty Ltd
Business location (town, suburb or postcode)	76 McDougall St, Kirribilli, NSW 2061
Plan completed by	Nicki Robson
Plan approved by	William Loader
Email address	info@sydneyflyingsquadron.com.au
Date	7 October 2020

Wellbeing of staff and customers

Exclude staff, volunteers, parents/carers and participants who are unwell.

All staff, volunteers, parents / carers and participants warned to stay home if they feel sick. Signage in rigging area, boatshed, changerooms and throughout clubhouse to indicate the same message to all patrons.

Provide staff and volunteers with information and training on COVID-19, including when to get tested, physical distancing and cleaning, and how to manage a sick visitor.

All staff, volunteers and participants informed and updated regularly with current cleaning measures and procedures, personal and location sanitising practices, social

distancing measures and latest knowledge and updates relevant to preventing spread of Covid-19.

Make staff aware of their leave entitlements if they are sick or required to self-isolate.

All staff are aware of their leave entitlements and encouraged to use them when or if needed.

Display conditions of entry (website, social media, venue entry).

Conditions of entry displayed at all entrances to clubhouse, in the boatshed, in changerooms, throughout the venue, on our website and displayed on the point of sale, bar, club notice board and at all tables.

If hiring the facility, consult with the owners/operators to address these requirements to understand what measures may already be in place.

Not applicable. Clubhouse only hosts members' events. No hiring offered.

Ensure COVID-19 Safety Plans are in place, where relevant, for:

- **Swimming pools**
- **Indoor recreation facilities**
- **Major recreation facilities**

Premises with an indoor gym must complete the COVID-19 Safety Plan for gyms and register their business through nsw.gov.au. Premises with a food or drink premise must complete the COVID-19 Safety Plan for restaurants and cafes and register their business through nsw.gov.au.

Covid-19 safety plan and business registration completed, submitted in place and registered with nsw.gov.au for Sydney Flying Squadron & Foys Kirribilli (restaurant).

Ensure processes are in place to exclude participants (including spectators and officials) if they have visited Victoria, or have visited a location in NSW at a time and date that requires them to self-isolate, in the 14 days prior. Locations with self-isolate alerts are listed on the NSW Government website.

Note: the exclusion of Victorian residents does not apply to those with border region

resident permits.

Participants and volunteers have been advised to stay home if they have visited Victoria, or have visited a location in NSW at a time and date that requires them to self-isolate, in the 14 days prior to attending the club. On arrival at the club participants and volunteers must register with the QR code prior to entering and ensure compliance with self isolation requirements at the club.

Physical distancing

Ensure the number of people in a facility does not exceed one person per 4 square metres of space (excluding staff) to a maximum of 500 people.

Capacity limits are set based on one person per 4 square metres of space and displayed for all areas, being boatshed, changerooms, bathrooms. Capacity limits are set and adhered to for clubhouse and restaurant also. Covid Marshall in attendance to ensure compliance.

Spectators singing in groups or chanting/cheering is a particularly high-risk activity and should be avoided where possible.

No singing in groups or chanting / cheering permitted.

Minimise co-mingling of participants from different games and timeslots where possible.

Only one race per day is held. Co-mingling is minimised wherever possible.

Ensure any spectators comply with 1.5 metres physical distance where practical, such as through staggered seating. People who live in the same household are not required to distance.

Social distancing measures are enforced by on shore Covid Safe Marshall and spectators must comply with restaurant and club Covid Safe policy.

Have strategies in place to manage gatherings that may occur immediately outside

the premises, such as with drop off and pick up zones or staggered start/finish times.

Only one race occurs each sailing day. Milson Park, adjacent to the facility, provides adequate outdoor space for managing participants under Covid Safe practices for social distancing and capacity.

Where possible, encourage participants to avoid carpools with people from different household groups.

Participants are encouraged to travel safely to the club and to avoid carpools.

Reduce crowding wherever possible and promote physical distancing with markers on the floor where people stand or are asked to queue.

Sailing activity takes place outside the clubhouse premises, in Milson Park and Sydney Harbour. Only one race occurs each sailing day. Milson Park, adjacent to the facility, provides adequate space for managing participants under Covid Safe practices for social distancing and capacity.

Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing.

Capacity limits are set and displayed for all areas, being boatshed, changerooms, bathrooms. Capacity limits are set and adhered to for clubhouse and restaurant also. Covid Marshall in attendance to ensure compliance.

Where practical, stagger the use of communal facilities. Strongly encourage participants to shower/change at home where possible.

Capacity limits are set and displayed for all areas, being boatshed, changerooms, bathrooms. Covid Marshall in attendance to ensure compliance.

Use telephone or video platforms for essential staff meetings where practical.

Meetings are held via Skype or Zoom as required.

Review regular business deliveries and request contactless delivery and invoicing where practical.

No business deliveries or invoicing takes place as part of the sailing club.

Hygiene and cleaning

Adopt good hand hygiene practices.

Soap is readily available in all bathrooms. Posters are displayed on how to practice good hand hygiene. Sanitiser bottles located throughout the venue.

Ensure hand sanitiser is accessible at the venue entry and throughout the facility or ground.

Sanitiser bottles located at entrance and throughout the venue. Also available in the boatshed and changerooms

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers. Consider providing visual aids above hand wash basins to support effective hand washing.

All bathrooms / changerooms are stocked with hand soap and paper towels. Visual aids are displayed above the basins on mirrors in bathrooms to support effective hand washing.

Encourage participants to bring their own water bottle, snacks/orange slices and sweat towels. Avoid shared food and drinks.

Participants are encouraged to bring their own water bottle. Single use bottles of water are provided and participants are asked not to refill these bottles. Food, including snacks is available made fresh to order or participants are encouraged to bring their own. Participants are also encouraged not to share towels, food or drinks.

Ensure processes are in place to launder shared uniform items after use, such as bibs or jerseys.

Participants have their own jerseys which they wash themselves. No shared laundering takes place.

Clean frequently used indoor hard surface areas, including children's play areas, at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day.

All surfaces are cleaned daily and frequently touched surfaces are cleaned several times per day.

Clean indoor hard surface areas used for high intensity sports with detergent and disinfectant after each use.

Indoor hard surfaces are cleaned daily and regularly throughout the day in accordance with the restaurant Covid Safe policy. No high intensity sport takes place, only sailing takes place.

Reduce sharing of equipment where practical and ensure these are cleaned with detergent and disinfectant between use.

Not applicable as only sailing takes place and there is no equipment to share.

Ensure there is accessible detergent/disinfectant and gloves for visitors to use, should they wish.

Detergent and sanitiser are readily available throughout the clubhouse. Gloves are available should visitors wish to wear / use them.

Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.

Disinfectant solutions used are appropriate strength and in accordance with manufacturers' instructions.

Staff should wash hands thoroughly with soap and water before and after cleaning.

Staff / volunteers are provided with gloves for cleaning and asked to wash hands thoroughly with soap and water before and after cleaning.

Encourage contactless payment options.

Contactless payment options are available and enforced.

Record keeping

Keep a record of name and a mobile number or email address for all staff, volunteers, participants, spectators and contractors attending community sports activities, where this is practical, for a period of at least 28 days. Where possible, personal details should be collected in a way that protects it from disclosure to other customers. Ensure records are used only for the purposes of tracing COVID-19

infections and are stored confidentially and securely.

Mandatory registration is a required condition of entry to any part of the premises and records of attendees are kept for at least 28 days. Any visitor is required to register using the displayed QR code and provide name, mobile number and / or email address. We use MyGuestList for this purpose and records are only used for the purposes of tracing Covid-19 infections and stored confidentially and securely.

Make your staff and volunteers aware of the COVIDSafe app and its benefits to support contact tracing if required.

Staff and volunteers are encouraged to download and use the CovidSafe app.

Community sport organisations should consider registering their business through nsw.gov.au

Sydney Flying Squadron and its restaurant Foys Kirribilli are registered as CovidSafe businesses through nsw.gov.au. A copy of this sailing specific CovidSafe plan will be available at the clubhouse and on our website.

Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify SafeWork NSW on 13 10 50.

Full cooperation with NSW Health will be provided if contacted in relation to a positive case of Covid-19 at this workplace and notify SafeWork NSW.

I agree to keep a copy of this COVID-19 Safety Plan at the business premises

Yes