



Lake Wellington Yacht Club COVID Safe Plan

COVID 19 Update as of 24/11/2020 - <https://www.sailingresources.org.au/covid-19/vic/>

Introduction

This plan has been developed to detail how the Lake Wellington Yacht Club will operate during the COVID-19 active pandemic period and outline a staged approach for the return to competitive sailing. It takes into account the current recommendations from Australian Sailing and the Victorian Governments requirements for public safety.

Intent behind the Plan

This COVIDSafe Plan is a live working document and has been developed following the recommended format from Australian Sailing – Return to Sailing in a COVID-Safe Environment.

It is mandatory to follow this Plan and applies to all Club members and visitors during competitive sailing/training and the use of the Club's facilities and ramp.

Background Information

Current Government Restrictions in Regional Victoria

As of midnight on the 22 November regional Victoria moved to LAST STEP level of the roadmap out of COVID-19. To view a detailed table outlining Step Three click on [this link](#).

Below you will find the key points pertaining to community sport with a sailing specific summary following.

Community Sport:

- Contact and non-contact sport can resume for both adults and children. Outdoors groups are limited to up to 50 people.
- You do not need to wear a face mask when exercising outdoors if you can keep a distance of 1.5 metres from people you don't live with.
- Communal change rooms, showers and toilets can open.
- Canteens, kiosks, or at-venue dining facilities can open subject to the [industry restart guidelines for hospitality](#).

SAILING SPECIFIC SUMMARY:

- Organised club racing and training for all members (adults and youth) can resume. This includes double handed dinghies and all forms of fully crewed keel boats, trailables and sports boats.
- Masks and social distancing are no longer required while sailing
- There is no limit on the number of boats on the water for racing or training.
- Group sizes limited to 50 people (subject to a density quotient of 1 per 4sqm) in rigging area, keeping 1.5m social distancing unless wearing masks. Multiple groups of 50 to be separated by a clear and reasonable gap.

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GENERAL GUIDANCE

- Participants should, if possible, arrive ready for sailing.
- Shared equipment should be reduced where possible; use of club equipment such as life jackets and club boats should be traced and limited, with all equipment sanitised between use.
- Sign on/off recommended to be done electronically via phone, VHF or online
- Clubs must have a COVID safe plan that is communicated to members and includes protocols to ensure participants are free of coronavirus symptoms and a process for action, should a member or participant show up to the club with coronavirus symptoms.
- Clubs are encouraged to place regular signage around club facilities, hard stands and rigging areas, promoting the wearing of masks while indoors, adhering to outside group sizes of 50, staying 1.5 meters apart and sanitizing of equipment.
- Clubs must maintain a register of people entering the premises to allow contact tracing
- Clubs must maintain a register of participants/ competitors to allow contact tracing
- Club canteens, restaurants and cafes may open subject to the [industry restart guidelines for hospitality](#). To apply both community sport and hospitality guidelines to a venue, then you must be able to segregate the two specific areas and then apply the relevant guidelines to the specific area.
- Toilet and change room facilities may now open subject to the density quotient of 1 per 4sqm
- Participants are encouraged to get the flu shot
- Participants are encouraged to download the COVIDsafe app
- Participants regularly reminded not to take part if unwell
- Participants who suddenly feel unwell to be sent home and to follow govt Health Guidelines

To access the Victorian State Government posters and templates to ensure COVID safety please [click here](#).

Summary of Steps towards COVID Normal:

- First Step
Regional Victoria - N/A (first step only applies to Metro Melbourne).
Metro Melbourne (11:59pm 13 September) - Expanded social interaction.
- Second Step
Regional Victoria (11:59pm 13 September) - Social bubbles, visitors and staged return of education.
Metro Melbourne (28 September subject to trigger points and public health advice) - Social bubbles, phased return of some workforces and education.
- Third Step
Regional Victoria (16 September 2020) (subject to trigger points and public health advice) - Increased reopening for sport, recreation, ceremonies and special occasions.
Metro Melbourne (26 October subject to trigger points and public health advice) Major industries return, increased reopening for education, sport, recreation, ceremonies and special occasions.
- Last Step
State-wide (23 November subject to trigger points and public health advice)
Increased numbers for gatherings and hospitality.
- COVID Normal
State-wide (subject to trigger points and public health advice)
No restrictions for gatherings, visitors, hospitality or sport



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Club Cleaning

The focus is to be on implementing the COVID-19 recommended practice to routinely clean surfaces as follows:

- Clean frequently touched surfaces with detergent solution;
- Clean general surfaces and fittings when visibly soiled and immediately after any spillage.

Shared facilities

Once the Committee has opened the Club facilities to all members the following applies:

- The Club supports the “**Get in-Sail-Get out**” sail concept to encourage participants to arrive ready to go. On completion of the sailing activity the shower and change rooms are only available if wet and cold (*i.e. for Off the Beach boats*). Access numbers to Club facilities change rooms (*which are not available to visitors,*) are detailed in Appendix 2 - Facility Access & Signage during COVID-19 Pandemic Plan.
- All toilet and change room facilities are to be cleaned before and after each Club activity including doors, window handles and other hard surfaces.
- The Clubhouse areas have been measured and signs at each door indicate the numbers allowed entry. No additional members may enter, therefore social gatherings before and after competitive sailing is limited to these numbers (see Appendix 2).
- Hand hygiene stations are available in high traffic areas and entry/ exit points.

LWYC Facility Access

During the COVID-19 virus period access to the LWYC facilities is being limited by:

- The recommendation of the Victorian Government indoor gathering of people numbers;
- Club Members and members visitors only.

Bar Facilities

From 11.59 pm on 22 November 2020, the club room can be used for hospitality events without dine-in/bar services under the following restrictions:-

- That the LWYC Committee allows the event to occur and all restrictions and COVIDSafe standards apply (*each event at this stage will be judged on its own merits*).
- That the maximum number of people allowed as stated in the current recommendations of the Victorian Government indoor gathering limits, is not exceeded.
- These limits may be changed by the committee to ensure all expected numbers can be facilitated before opening the facilities. If this is above the Government recommended admission numbers the rooms will remain off limits;
- That the people cleaning are following the Government Department of Health Resources for Environmental Cleaning and Disinfection principles.
- Members and visitors must abide by physical distancing requirements in the halls, bar areas, veranda and Club grounds;
- Limits to be placed on entry to comply with the density requirements allowed within a single space – one member per four square metres (4m²) or as currently recommended by the Victorian Government;
- Tables to be spaced to allow 1.5m separation when member are seated;
- Sanitising hand rub dispensers to be in prominent places around the facility/event including entrance and exit points;



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- All members and visitors must sign in on attendance sheets located at the entrance to the hall (*contact details, first name, and phone number*). Entrance is through the front door on east side of club. It is the members' responsibility to ensure their visitors sign and understand the Club social distancing rules in place within the Club facilities.
- Members are encouraged to bring their own drinking water for use while sailing.
- Bars only to be opened if social distancing Government COVID-19 guidelines can be achieved at the serve point and throughout the club (*Bars are currently closed*)
- No drinking is permitted at the bar.
- Volunteers for bar duty are to be notified by email for availability and confirmation that they have no symptoms or warning signs of a cold, flu or the COVID-19 virus;
- Volunteers should not work when unwell.

Get in, Sail, Get Out

Strategies to be adopted to limit time and person-to-person contact on site to be implemented:

- Arrive dressed and ready to sail;
- Tape the floor in change rooms to indicate separation that must be adhered to and install chains to close off the entrance with a sign once the maximum number in the area has been reached.
- The use of communal facilities and toilets is limited by social distancing rules. Wherever possible sailors should shower at home instead of at the Club, however for Off the Beach sailors that come in wet and cold limited showering facilities are available.
- The kitchen is closed to all members and visitors until further notice and participants are encouraged to eat off site;
- Wherever possible participants, both on the water and in club grounds should maintain at least 1.5m separation;
- Participants must signing into the club as well as sign on for the race.
- Competitors are requested to carry out any tasks that can be completed at home, be done at home (*e.g. stretching, debriefing, online meetings*);
- No unnecessary body contact (*e.g. hand shaking, high fives*);
- Spectators to be encouraged or directed to spread out and maintain social distancing;

Organisation of Sailing Activities

To ensure participants are free of coronavirus (COVID-19) symptoms:

- Participants are encouraged to download the COVID-19 app to their phones and to have it activated;
- Participants with a possible case of COVID-19 must refrain from sailing/training until they have been cleared to do so by a doctor;
- Sailing members, staff, volunteers, officials, spectators and parents should not return to the sport if in the last 14 days they have been unwell or had close contact with a known or suspected case of COVID-19;
- People who present to sailing with symptoms consistent with COVID-19 (*fever or respiratory symptoms such as cough, sore throat and shortness of breath*) should be immediately isolated until arrangements have been made for their return to home. In an environment of community transmission of COVID-19 any individual with respiratory symptoms (*cough, sore throat, fever or shortness of breath*), even if mild, should be considered a possible case of COVID-19. Anyone who is unwell should be isolated and referred to a doctor in accordance with the local Public Health Authority guidelines;
- Any gatherings are to maintain a maximum of 1 person per 4m² indoors and groups of up to 50 people only are permitted outdoors. These numbers may change with Victorian Government requirements and must be strictly adhered to;



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- Social distancing, where possible, of at least 1.5m is to be observed by community sailing members attending training or competition
- Volunteers for support boat and race management crews are to be arranged by email and confirmation gained to ensure crews are available. All volunteers are to be made aware that they will be in close contact with other crew members and confirm their understanding and acceptance.
- Volunteers are to confirm with the COVID-19 Officer that they have no symptoms or warning signs of Colds, flu or the COVID-19 virus before commencing duties.
- Contact tracing records are to be kept by the Club and it is the responsibility of the COVID Safety Officer assigned for the day to ensure the sign in sheets are collected and placed in the COVID-19 Tracking Register located on the bookshelf in the LWYC office;
- All marine rescues are to be treated as an on the water incident and a LWYC Incident Report completed. Throughout any rescue, wherever possible, social distancing is to be observed and all personnel involved are to be logged with contact numbers and email details recorded.
- Should a member or visitor become unwell the LWYC meeting room is to be cleared and the patient isolated until medical advice or assistance arrives. Details of personnel are to be logged that have been in contact with the patient (*name, phone number and email address*) and the information passed to the relevant authority or medical staff.

COVID 19 – Special Requirements for Racing

This Plan is to be read in conjunction with the LWYC and State Government restrictions. In addition the following is to occur:

- The RO and AO of the day will also be the responsible COVIDSafe Officer unless otherwise notified;
- Clubhouse grounds have a limit of 50 people in a group and in boat rigging area as long as social distancing occurs.
- Access to all the clubhouse facilitates but COVID restrictions and signs must be adhered to.

Vulnerable Groups

This COVIDSafe Plan has been developed with consideration to Vulnerable Groups such as members with medical conditions that may be at increased risk. Those with associated medical conditions need individualised management in consultation with their regular treating doctor(s) prior to return to training environments.

Considerations include increased susceptibility to respiratory infections, unique equipment (*e.g. wheelchairs*) that requires cleaning, accessibility of medical resources, risk of medical result from COVID-19, and access to alternate training options. Participants/other personnel with concurrent medical conditions including respiratory or cardiac disease, hypertension, diabetes, obesity, and immunosuppression due to disease or medication may be at increased risk.

Other groups that require special consideration include individuals over 70 years of age, carers for or a household contact of a vulnerable person, athletes with suboptimal access to medical care.

An individual plan would be developed with any member that requires additional assistance outside the provision of this Plan.

Reversal of Level/Steps

If required, LWYC is in a position to modify the Implementation Plan to any level of activity (see Appendix 3). We would be guided on this by Australian Sailing and the Victorian Governments recommendations.

Through the Australian Sailing network of affiliated Clubs the sport is able to communicate via several methods to ensure that the messages on plan reversal, if needed, are communicated appropriately. This would be done via our usual communication channels such as electronic direct messages, social media, website articles, and by our regular communication via phone with Club management.

Should restrictions need to be increased above stage 2, all activity would cease.



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COVIDSafe

Non-compliance Penalties

Should consistent COVIDSafe non-compliance occur during boat preparation, on water competition or boat pack-up then penalties will transpire:

- Crews repeatedly seen to not be attempting social distancing on land or on the water will be disqualified (DSQ) from the race;
- Crews seen to be not wearing masks may be DSQ from the race;
- Repeat infringements will result in a boat's DSQ from the series.
- These penalties have been recommended by Australian Sailing as a control measure.
- Non-compliance with Return to Sailing principles

All competitive sailing is required to comply with the relevant Return to Play/Resumption of Sport Guidelines. Should it be necessary to escalate penalties for continual non-compliance with the approved return to sailing principles it will be addressed under the member's disciplinary provisions of the Australian Sailing and Yachting Victoria Constitutions.



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LWYC - ROAD MAP FOR COMPETITIVE SAILING

Operations COVIDSafe Plan

	First Step	Second Step	Third Step	Last step	COVID Normal
Same Household Sailing	Closed	Heavily Restricted	Restricted	Open with COVIDSafe Plan	
Sailing Bubble	Closed	Heavily Restricted	Restricted	Open with COVIDSafe Plan	
Social Distancing sailing	Closed	Closed	Restricted	Restricted	Open with COVIDSafe Plan

Sailing Operation	COVIDSafe Restrictions
Closed	<ul style="list-style-type: none"> – All sailing cancelled; – No access to club facilities or equipment; – Outside public gathering up to maximum of 2 people; – Leave home for only 4 reasons,
Heavily Restricted	<ul style="list-style-type: none"> – Social recreational sailing only allowed; – 1.5 social distancing must be observed; – Mask must be worn, No access to Club facilities or equipment; – Outside public gathering up to maximum of 5 people; – Leave home for only 4 reasons.
Restricted	<ul style="list-style-type: none"> – Competitive & recreational sailing allowed; – Same household/bubble sailing allowed with the requirement for 1.5 social distancing; – Non household/bubble sailing is allowed with a requirement to 1.5 social distancing for 90% of the time sailing; – Musk's must be worn to sail & access to club facilities; – Outside public gathering up to maximum of 10 people; – Leave home no restrictions.
Open with COVIDSafe Plan	<ul style="list-style-type: none"> – Competitive & recreational sailing allowed; – Same household/bubble sailing allowed; – Social distancing 1.5 sailing allowed; – Outside public gathering numbers no restrictions; – Leave home no restrictions; – Additional restrictions per local COVIDSafe Plans.

Note: This COVIDSAFE operation plan may alter without notice as it is aligned to the Victorian Government & Australian Sailing Recommendations

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LWYC Implementation Plan

Before returning to competitive sailing specific considerations for safe resumption are dependent on the type of planned sailing and the preparation of the club environments.

Return to Competitive Sailing		
Normal Club & Sailing Operations		
Normal Sailing	<ul style="list-style-type: none"> – Sailing Activities can resume with no restrictions and normal club operations apply on and off the water; – All club equipment is available for use. 	
	<ul style="list-style-type: none"> – The change rooms and toilets are available for use without restrictions – The meeting room and bars are available for use. 	
Junior and Senior Sailing		
Level 1	<ul style="list-style-type: none"> – Juniors & adults may resume sailing & training without adhering to the 1.5m social distancing requirements. – Gathering limits do not apply to participants and those reasonably required to conduct the training (i.e. race officials etc.) 	
	<ul style="list-style-type: none"> – The change rooms and toilets are available for use with restricted numbers; – The loft, main hall, and bars are available for use. (Notices clearly displayed at the entrances). 	
	<ul style="list-style-type: none"> – Clubs facilities appropriate to the activity have been COVIDSafe prepared in accordance with Government recommendations 	
Junior Sailing (18 years or younger)		
Level 2	<ul style="list-style-type: none"> – Club organised racing and training for sailors 18 years or under can resume with no limit on the number of participants (<i>this includes double handed dinghies</i>). – Coaches and officials over 18 years old are not required to adhere to the 1.5m distancing requirements. Gathering limits do not apply to participants and those reasonably necessary to conduct the training or competition (e.g. umpires, coaches) 	
	<ul style="list-style-type: none"> – The change rooms and toilets are available for use with restricted numbers (<i>clearly displayed at the entrances</i>); – The meeting room is not available for use. 	
	<ul style="list-style-type: none"> – Club facilities appropriate to the activity have been COVIDSafe prepared in accordance with Government recommendations 	
	Senior Sailing	
	<ul style="list-style-type: none"> – Organised Club racing and training for Adults 18 years and older can be resumed without adhering to the 1.5m social distancing requirements. Gathering limits apply to participants and those reasonably required to conduct the training (<i>i.e. race officials, coaches etc.</i>) – The change rooms and toilets are available for use with restricted numbers (<i>clearly displayed at the entrances</i>); – The main hall and loft is not available for use. – Clubs facilities appropriate to the activity have been COVIDSafe prepared in accordance with Government recommendations 	



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Junior Sailing (18 years or Younger)	
Level 3	<ul style="list-style-type: none"> – Club organised racing and training for sailors 18 years or under can resume. No Limit to Numbers of participants applies. (<i>Maximum of 10 adults supporting rigging and masks must be worn</i>) – Juniors, Coaches, and officials must adhere to the 1.5m distancing requirements. – Gathering limits apply to participants and those reasonably necessary to conduct the training or competition (<i>e.g. umpires, coaches</i>)
	<ul style="list-style-type: none"> – The toilets are not available for use; – The meeting rooms are not available for use.
	<ul style="list-style-type: none"> – Club facilities appropriate to the activity have been COVIDSafe prepared in accordance with Government recommendations.
	Senior Sailing
	<ul style="list-style-type: none"> – Organised Club racing can resume without adhering to the 1.5m social distancing requirements for people living under the same roof or in a social bubble. This will require members to nominate another member as their social bubble on an entry form prior to racing. These crew combinations could not change during the series. – If no social bubble/same household crews can be formed the crew must maintain the 1.5 social distancing for 90% of the race or not race; – Competitive sailing is permitted in a keel boat as long as the 1.5m distancing is maintained for 90% of the time on the water if your crew does not reside with you.
	<ul style="list-style-type: none"> – The toilets are not available for use; – The meeting rooms are not available for use.
<ul style="list-style-type: none"> – Club facilities appropriate to the activity have been COVIDSafe prepared in accordance with Government recommendations 	
Junior and Senior Sailing	
Level 4	<ul style="list-style-type: none"> – All club training and organised sailing ceased, including informal training. – Recreational boating may continue as long as it is with members of your household, or with one person from outside your household. However, the 1.5 metre social distancing rule must be adhered to at all times and there is to be NO sharing of equipment.
	<ul style="list-style-type: none"> – The change rooms and toilets are not available for use with exception of disable toilet which is open to live-aboard club members. (<i>clearly displayed at the entrances</i>); – The meeting rooms and bar are not available for use.
Junior and Senior Sailing	
No Sailing	<ul style="list-style-type: none"> – All club sailing activities are to ceased – No social sailing allowed – No boating allowed
	<ul style="list-style-type: none"> – No access to club facilities or use of clubs equipment

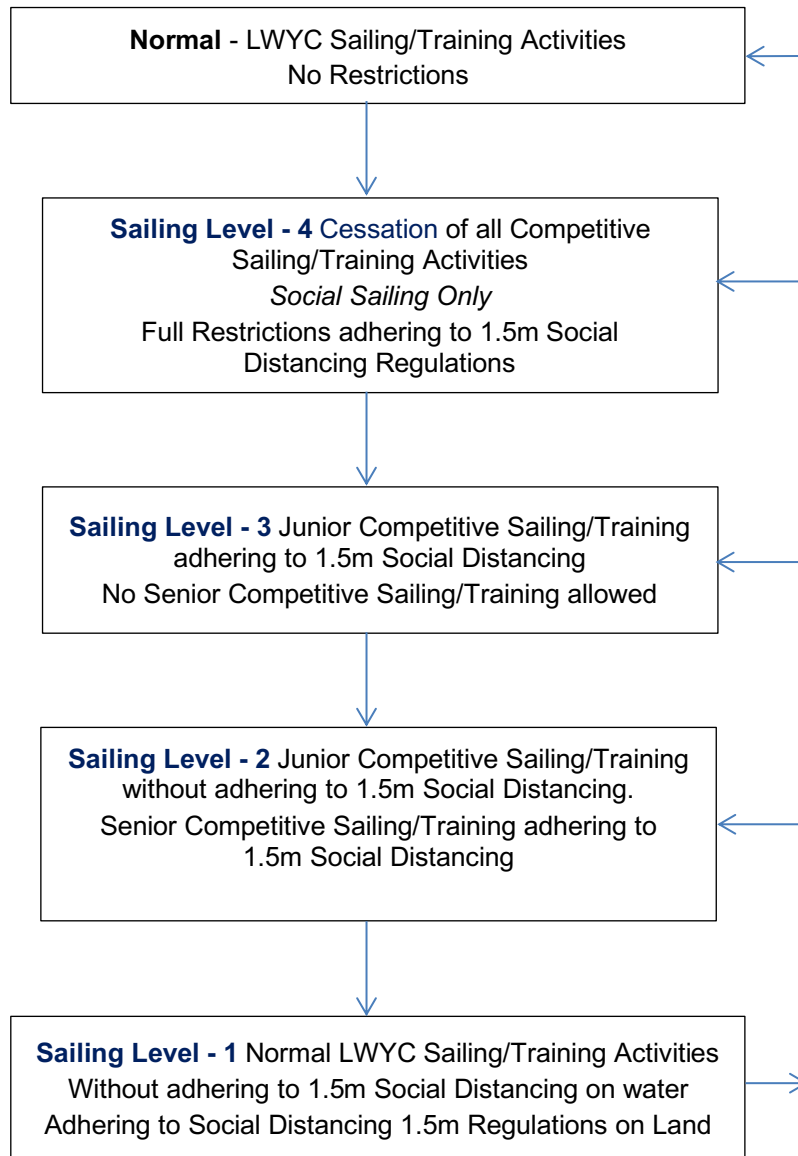
Note – 1 The Government stages and sailing level don't necessarily match and must be read individually due to the different requirement for Junior Sailing and Senior Sailing.

Note – 2 Australian Sailing's interpretation of these new restrictions were provided to clubs on 5th August 2020:



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Appendix 1 – Return to Competitive Sailing Reversal Flow Chart





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Appendix 2 – LWYC Facility Access & Signage during COVID-19 Pandemic

1. LWYC Facilities Access Numbers During COVID-19 Pandemic
2. LWYC Facilities scaled drawing
3. Signage Templates showing allowable access numbers to LWYC Facility (25)
4. Recommended COVID-19 Government signage (8)

The following COVIDSafe Notices are to be installed at the LWYC Facilities before the commencement of Training/Competitive Sailing that entails entry to club facilities and or grounds:

Numbers Permissible in Club Facility Notices:

- Club house door and side windows
- Club house notice board
- Toilet/store room entrance door
- Ladies Change Room & Toilets (Entrance door)
- Men's Change Room & Toilets (Entrance door)
- Kitchen

Note: Detailed club facility access numbers are shown for a staged approach in the attached spreadsheet.

COVID-19 General Information:

- Hand Sanitising Stations (toilets, kitchen and club entrance hall way)

General COVIDSafe areas covering Club facilities & grounds.