

## RAN Ski Club COVID Safe Operating Plan – Perisher Lodge

### References:

- A. RAN Ski Club By-Law 13 - Pandemic and Infectious Diseases Policy
- B. Perisher Lodge SOPs
- C. NSW Government COVID-19 Health Order (Restricted Gathering and Movement) dated Latest
- D. Perisher Lodge Lease Clause 5.3 – Compliance with Statutory Obligations / Clause 5.30 – Work Health and Safety
- E. Various guidance on COVID 19 lifespan on surfaces
- F. Worksafe Australia Guidance  
<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/general-industry-information/cleaning>

### Objective

- 1) Identify risks and implement treatment measures to reduce risks of COVID -19 infection within RAN Ski Club lodge premises, consistent with the club's legal obligations and other specific hygiene and social distancing recommendations.

### General Information for Members and Guests

- 2) The Club is committed to providing a safe and healthy environment for all members and guests. As a shared facility in the current COVID environment, this presents a number of challenges.
- 3) Members, guests or managers could acquire COVID 19 infection through interaction with the general community or other lodge occupants within the lodge premises. As you are all probably aware, common COVID-19 symptoms include fever, dry cough, tiredness, sore throat and shortness of breath. It is each individual's responsibility to report any suspected symptoms.
- 4) In the event a member or guest is suspected of displaying COVID 19 symptoms, the lodge manager is to immediately seek advice from the nearest COVID 19 testing station. Any subsequent medical authority advice is to be followed at all times, including having all guests vacate the lodge and closing down the lodge if necessary.
- 5) It is clear that good hygiene and social distancing significantly reduce the risk of the virus transmission. These two factors cannot be emphasized enough, and it is incumbent on all of us to comply as far as practicable during our stay in the lodge.
- 6) The Club Board recommends that members and guests who fall into the vulnerable category defined in current COVID-19 guidelines - those aged 65 years or over with one or more chronic medical condition and all those 70 years or over - do not visit our lodges this winter (2020). Please note this is a recommendation and does not prevent these members from attending our lodges if, having considered the risks, they choose to do so-
- 7) Pending further Government advice, and in order to comply with current social distancing requirements, lodge occupancy will be reduced to a maximum of 20 beds (not including the manager). Persons using the same room must be either from the same family or two adults

travelling together. Cleaning of the assigned bedroom and bathroom/toilet will be the responsibility of the occupants of that Cabin.

- 8) The lodge will only be open for 5 night booking periods, from 1400 Sunday to 1100 the following Friday. This is to allow for a quarantine period for each room in between occupancy. **Please Note:** The Quarantine period is to allow any transferred virus to become unviable. Current Medical research indicates that the time the Covid-19 virus remains detectable and viable on bedding is up to 48 hours. **Weekend bookings may now be made but will be subject to being able to meet the following criteria: Weekend bookings will be from 1400 Friday to 1100 Sunday. They may be accepted, in the week prior to the booking where they do not conflict with room quarantine requirements arising from preceding or following 5 night bookings. Acceptance of weekend bookings will be at the discretion of the booking officer in consultation with the lodge manager.**
- 9) Laundering of bedding after each use is extremely difficult to achieve from the Perisher Lodge. Therefore, Perisher will only have 10 Cabins available. Cabins will be rotated into Quarantine and then back out over the weekend. This also allows additional time for the lodge manager to ensure the rooms are clean and ready in all respects for incoming guests. If any bedding is soiled it will be cleaned during the Quarantine. All cleaned, unallocated rooms will be locked to prevent unauthorized entry.
- 10) Members and guests are required to comply with all reasonable directions of the lodge manager including wearing of face masks when considered necessary, cleaning tasks and social distancing, as a condition of their occupancy of the lodge.

#### **Obligations of Members and Guests.**

- 11) The member responsible for making each booking must ensure all adults in their booking sign and return the COVID-19 Acknowledgement of Risks and Obligations Declaration stating they understand their responsibilities under this plan before any booking will be confirmed. See Attachment 1.
- 12) Members and their guests are requested to take the following precautions during their stay:
  - a) Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water;
  - b) As far as practicable, maintain a distance of 1.5m between yourself and non-family members in the communal areas of the lodge;
  - c) Wear a face mask (provided at own expense) in the communal areas of the Lodge – normally optional, but may be requested by the lodge manager from time to time;
  - d) Avoid touching your eyes, nose and mouth, or shaking hands with others;
  - e) Make sure you follow good hygiene practices and encourage others to do the same. This includes covering your mouth and nose with your bent elbow or tissue when you cough or sneeze and safely disposing of used tissues immediately;

- f) Advise the lodge manager and vacate the lodge accommodation if you feel unwell. If you become unwell late in the day and are not able to vacate until the morning. The club has set aside a quarantine room for the member's use for that night;
- g) Comply with Government direction for quarantine or self-isolation. The RAN Ski Club lodges are not appropriate venues in these circumstances – you are obliged to vacate the lodge if you are subject to such orders;
- h) If you are or are likely to be contagious, notify the lodge manager as soon as possible. It will be necessary for you to immediately vacate Club accommodation and self-isolate by returning home until you recover; and
- i) Seek medical advice promptly and follow the directions of your local health authority.

### What to Bring

#### 13) What to bring to the Lodge:

- a) Your own face masks
- b) Your own hand sanitizer
- c) Your own pillow, pillow slip and towel
- d) Your own sheets

**Please Note:** If sleeping bags are used, a bottom sheet is still required to be fitted on the bed. The manager will be authorised to perform compliance checks. Also note: a minimum \$100 deep cleaning fee per person will be charged if members arrive without these items and the lodge is required to provide them.

- e) Bring prepared food as much as possible to minimise kitchen use.
- f) The following items will no longer be supplied by the Lodge and members and guests must bring them as required:
  - i)
  - ii) Community pantry supplies, including tea, coffee, dry goods, oils, spices and condiments. (Salt and pepper grinders will still be available)
  - iii) Children's toys.
  - iv) Board games and cards.

### Before Arrival

#### 14) Before you arrive, please ensure you:

- a) Contact the lodge manager to advise estimated time of arrival. **Please Note:** You will not be able to check in **BEFORE 1400 Sunday** and only one group may check in at a time. Your patience complying with this is greatly appreciated.
- b) Provide contact mobile number to lodge manager.
- c) Download and activate COVID Safe App.

### On Arrival

#### 15) On arrival:

- a) You will be met by the lodge manager who will conduct a non-contact temperature check on each individual.

**Please Note:** Any person with a temperature registering over 37.5 deg C or showing other possible signs of COVID-19, cold or flu will not be allowed entry to the lodge and will be asked to leave the premises until such times as a subsequent COVID-19 test proves negative.

- b) All luggage and footwear will be spray disinfected.
- c) Lodge manager will collect and confirm you have signed the Club's COVID-19 Acknowledgement of Risks and Obligations Declaration. Persons who do not provide the signed form will be denied access to the lodge by the Manager.
- d) Your Cabin will be allocated by the lodge manager.
- e) Check the cleanliness of your allocated room and bathroom/toilet before use. If in doubt, clean them again yourself. **Please note:** Although departing members should have cleaned the room and bathroom/toilet before leaving and there will have been a minimum 2 days room quarantine period, we would like arriving members to satisfy themselves that these facilities have been suitably cleaned for their use.

### During Your Stay

- 16) Until the COVID-19 restrictions are lifted by the Government:
- a) Maintain the required social distancing as far as practicable.
  - b) Hand sanitizer will be available in communal areas. This sanitizer is not to be removed from these areas. Carry your own when you are outside the lodge.
  - c) Wearing of face masks in communal areas may be required from time to time.
  - d) Communal Kitchen Management (Maximum 4 people 2 at each workstation.)
    - i) The kitchen area is the part of the Lodge that requires the most support and cooperation from members to function well with physical distancing requirements.
    - ii) Dinner rules:
      - (1) Members may be allocated a set time for dinner preparation in the kitchen, to be facilitated by the Lodge Manager if necessary;
      - (2) Members must be aware that in busy times they may only be allocated 45 minutes for their cooking slot; and
      - (3) Members should bring prepared food as much as possible to minimise kitchen use.
    - iii) Breakfast 'rush hour' rules:
      - (1) Cooktops and ovens must not be used between 6am and 8:30am;
      - (2) Hint: Grab your milk and cereal or microwave your porridge and get out;
      - (3) 'Tea/Coffee & Toast' area will be set up in the dining room so you can make your toast or boil the jug without entering the kitchen; and
      - (4) The Lodge Manager may implement allocations for kitchen time at breakfast if required.
    - iv) Members are encouraged to prepare their packed lunches, snacks etc on the previous evening, after all other members have finished preparing their dinner.
    - v) Members must ensure they have left the kitchen ready for the next group before they start their own meal. This means:
      - (1) All food items must be put away;
      - (2) All utensils and equipment washed and put away; and
      - (3) Preparation areas cleaned as per posted directions.
    - vi) Members must follow any posted directions to maintain hygiene around communal items, appliances and pantry items.
    - vii) After your meal, all eating/drinking utensils are to be rinsed and put through the automatic dishwasher for cleaning and sanitizing. Unless absolutely necessary, hand washing and drying of these items is to be avoided.
  - e) Increased environmental cleaning (Lemon Proof) of all high touch areas will need to be undertaken on a twice daily basis. This task will be added to the chores board.
  - f) Cleaning of bedroom and allocated bathroom/toilet will be the responsibility of the persons assigned that bedroom and bathroom/toilet.

- g) The room assigned the kitchen chore must disinfect all surfaces. The lodge manager will disinfect all kitchen surfaces (except floor) prior to breakfast each day.
- h) All tea towels will be replaced by the lodge manager after breakfast and again after dinner.
- i) Communal areas may have vaporizers with eucalyptus/tea tree/citrus oil to assist in overall air quality.
- j) No more than 4 people are to be in the ski/boot room at any one time (unless a family group).  
**Please Note:** Ski boots should be sanitised with a disinfectant before being put into the boot room.
- k) No more than 2 people are to be in the drying room at any one time.  
**Please Note:** The only items permitted in the drying room are: outwear jackets and pants, wet gloves and outside footwear. Gloves and footwear must be sanitised before they are brought into the drying room. All other equipment including goggles, helmets, face wear and dry gloves are to be taken and stored in bedrooms.
- l) No more than 5 people are to be in the TV room at any one time.
- m) No more than 1 person is to be in the Laundry at any one time.
- n) Members and guests are only to enter the Cabin assigned to them.
- o) All unallocated Cabins will remain locked.
- p) The Communal bathroom, toilet and shower facility on the Ground Floor will remain locked and unavailable for use.
- q) The lodge is only for the use of members and guests being accommodated in the lodge at the time. Other Perisher Valley residents or day visitors to Perisher are **NOT** to be invited into the lodge under any circumstances.

#### **On Day of Departure**

17) Vacate and clean your assigned room and bathroom/toilet. You are requested to wipe your room down with Lemon Proof and spray it with disinfectant once vacated.

18) Members and their guests must depart the lodge with all their gear **NO LATER THAN 1100 on the Friday.**

**Please Note:** There will be no exceptions to this requirement as rooms need to be quarantined and checked by the lodge manager, who will also have additional lodge cleaning tasks to complete before the arrival of new members/guests.

#### **After Departure**

19) Have a safe trip home.

20) During change-over periods, after each room has been cleaned and vacated, the lodge manager will do a visual inspection and then lock the room. This is considered necessary to maximize the time allowed for the elimination of any potential residual virus in recently vacated rooms. After that time, the lodge manager will check the cleanliness of the room, in particular ensuring the mattress protectors and doona covers are clean, or removed and washed if necessary, and prepare each room for new arrivals.

21) New arrivals will only be allocated to rooms that have been through rotational Quarantine.

#### **Notes for Lodge Managers**

22) Lodge managers will normally hand over to their relief on Saturdays.

23) The same rules in relation to cleaning and bedroom quarantine periods apply. Hence, the incoming manager is not to use the manager's bedroom for the first two nights of their period of managing. Cabin 12 will be designated for the lodge manager's use as necessary, for this winter. No members will be allocated to Cabin 12 for the period of the Winter.

- 24) Cabin 11 will also remain closed for the Winter. Its sole purpose is to be available at short notice for use by a member who becomes unwell late in the day and cannot leave the lodge until morning.
- 25) Spare bedding will be stored in the hall cupboards. The lodge manager will control access to the hall cupboards.

Rick McMaster  
VP Perisher Lodge  
23 July 2020

Att.

RAN Ski Club COVID 19 - Acknowledgement of Risks and Obligations Declaration