



Myrtleford Ski Club Lodge

Summer COVID-19 Safe Operating Plan - Summary

Conditions may change more quickly than we can update this document. For the latest information, always check the COVID status on the Club's website:
www.myrtlefordskiclub.com

Purpose and Scope

This document summarises the most important information of the Club's COVID Safe Operating Plan (CSOP) for members and guests. If there is any ambiguity, the CSOP takes precedence.

If you are visiting or staying at the Lodge, you must comply with the CSOP. Failure to comply could result in a greater risk of COVID-19 infection for you and others at the Lodge or significant fines for the Club, and yourself. Your stay may be cancelled if you or your guests do not comply.

The full plan is available at <http://www.myrtlefordskiclub.com/Club%20Documents/MS%20COVID-19%20Plan%20V5.pdf>.

The CSOP has been developed in line with Victorian Government directives and guidelines to allow practical operation of the Lodge. The plan may be revised from time to time.

The Committee is bound to follow Government regulations and advice to ensure the safe and continued operation of the Lodge.

You need to stay up-to-date with Victorian coronavirus regulations and advice and other states' rules if you are travelling from outside Victoria.

The Club's CSOP applies to both day visitors and persons with accommodation bookings.

Accessing the Lodge

Everyone entering the Lodge who is 18 years of age and older must be fully vaccinated.

The Committee cannot assure that you will not be exposed to COVID-19 during your stay at the Lodge. Persons staying at the Lodge must accept this risk by reading and agreeing to the Liability waiver which will be on display at the entrance to the Lodge and on our website. Attendance at the Lodge signifies accept of the waiver.

You must bring masks for each person in your booking. It is recommended to wear a mask when social distancing is not possible. You must have masks ready to use if required by Government directions or if required by the Managers should there be a case of COVID-19 in the Lodge.

Members, visitors, or guests are not permitted to enter the Lodge if any of the following apply:

- They are 18 years of age or older and are not fully vaccinated.

- They have been infected with COVID-19 and have not recovered and are not clear of the infection or completed isolation requirements as stipulated by the Government.
- They are required by Government regulations to be in quarantine or isolation for any reason.
- They are subject to a Government order forbidding them to travel to Falls Creek.
- They are unwell and/or are showing symptoms of COVID19 and have not tested negative or those test results are not yet available, or their mandated period of isolation has not expired.
- They have not complied with any mandatory COVID testing requirements in force at the time.

Role of the Lodge manager(s)

The Lodge Manager(s) is empowered to ensure the requirements of the Plan imposed on persons using at the Lodge are observed. The Committee expects that persons using at the Lodge will fully co-operate with the Manager(s) to ensure the smooth running of the Lodge and the implementation of the CSOP.

If the Lodge Manager(s) determines that a person's behaviour is unacceptable and not in compliance with the Club's CSOP, the Lodge Manager(s) may refuse continued accommodation for that person(s) and require that person(s) to leave the Lodge, if weather/access conditions permit. There will be no refund of accommodation and the matter will be considered by the Committee, to determine if further action should be taken.

On arrival

It is a Government requirement that the name and contact details of all users of the Lodge be recorded for contact tracing purposes.

When you arrive, you and each adult in your booking must sign in using the QR code displayed prominently. (This is the Victorian Government QR Code Service.) If it does not work, you should use the Service Victoria app and the 6-character location code displayed on the QR code poster.

There is a paper register in the foyer for anyone who cannot sign in on their smart phone.

All persons over the age of 18 must be fully vaccinated as a condition of entry.

The Lodge manager will provide occupants with an induction to the Lodge, if required for guests, and explain each element of the CSOP.

Your room(s) will be allocated by the Lodge Manager(s).

What to bring

- Towels.
- Your own face mask(s).
- Your own hand sanitiser.
- Rapid Antigen Tests for your whole family.
- Pre-prepared food, as much as possible, to minimise kitchen use.

Departure

Persons must depart the lodge with all luggage by midday on the day of departure.

- Persons must vacate and clean their assigned room and bathroom/toilet by midday on the day of departure.
- Persons are must remove all food items from allocated cupboards and refrigerator by midday on the day of departure. Please do not leave anything for communal use and ensure allocated refrigerator and cupboard are cleaned.

At the Lodge

Maintain good personal hygiene

Wash hands regularly and thoroughly with warm water.

Disinfect hands regularly.

Cover mouth with elbow when coughing or sneezing.

Physical Distancing

Maintain social distancing wherever possible – it is recommended that you keep 1.5 metres from other booking groups.

Face Masks

Face masks must be carried at all times – if Government directions mandate mask wearing in the Lodge then you must comply. This would apply whenever you are in the Lodge other than your room, except when eating or drinking or otherwise exempt.

If a person staying at the Lodge has or is suspected to have COVID-19, face masks **MUST** be worn.

Cleaning

It is the responsibility of members and guests to clean and disinfect all equipment and high touch surfaces regularly or as directed by the managers.

Kitchen Use

- As always, fridge and cupboard space has also been allocated to each room and you can only use the spaces allocated to your booking.
- Clean bench tops and cook tops immediately after use and wipe with disinfectant wipes.
- All crockery, cutlery, glasses, cookware and utensils must be put through the dishwasher as soon as possible after use. They must be allowed to air dry and then put away with clean hands. Tea towels are not to be used for drying.
- Wipe down your table after use and clean up any spills immediately.
- Hand sanitizer, disinfectant wipes and disposable gloves are available in the kitchen.

Toilets and Bedrooms

Toilets

- Are required to be cleaned daily
- On the day of departure, occupants are required to clean and disinfect their bathroom/toilet in accordance with the cleaning guidelines and checklist.

Bedrooms

- Bedroom occupancy will be determined at the time of booking and no changes are to be made without approval from the managers, at their discretion.
- Bedrooms must only be occupied by the people who have booked them, and people are not permitted within bedrooms that they have not booked.
- The Club supplies pillows, mattress and pillow protectors, bed linen, doona covers and doonas.
- On the day of departure, persons staying at the Lodge are to remove bed linen and doona covers and place these items in a bag for laundering. Bedding and other items should be carefully removed, not shaken and placed in the laundry bags provided.
- Laundry bags are to be placed outside of the laundry door.

What to do if there is suspected or confirmed case of COVID19 – Guests and Lodge managers

If a person has **symptoms** of COVID-19 but the infection is not yet confirmed, **OR** is advised that they are a **Social Contact** of someone with COVID, the following process will be undertaken:

- a. The person who has symptoms will be required to have a Rapid Antigen COVID-19 test (RAT) without delay.
- b. If they do not have a RAT, they (and their travelling party) must vacate the Lodge immediately.
- c. If the test result is positive, the person and their travelling party will have to vacate the Lodge as soon as possible, cleaning chores do not need to be completed.
- d. If the test result is negative, they should monitor for symptoms and complete their stay.
- e. The Managers must be informed, and they will alert the other guests of this development.
- f. If due to extreme weather or other event making it difficult to leave the Lodge, the person will be isolated in their bedroom until such time they can safely return home. If that person is a minor, their parent or guardian will be responsible for the care of that minor and that parent/guardian will also be isolated.

If a person discovers that they are a **Close Contact** of a confirmed COVID-19 case, the following process will be undertaken:

- a. The person and their travelling party staying at the Lodge must vacate the Lodge as soon as possible. The Lodge is not an appropriate place to isolate. You need to check out of the Lodge and go home or to another place where you can be tested and isolate. Allocated cleaning chores do not need to be completed.
- b. If you cannot vacate the Lodge, you need to discuss this with the Lodge Manager(s). (They may refer you to a Committee member.) If, in extraordinary circumstances and as an interim measure, the Lodge Manager allows you to isolate in the Lodge, you must remain in your own room at all times until you can safely return home. Other people in your room should be moved to another room if possible. An adult should isolate with a child under 18 to care for them.
- c. The Lodge Manager(s) must be informed and they will alert the other guests and those persons with future bookings of this development.
- d. The Club will organise cleaning of the Lodge consistent with Government requirements. No subsequent occupation will be permitted until such cleaning is complete.

If a person **contracts** COVID-19, as confirmed by a Rapid Antigen Test, **OR** the Lodge Managers are identified as Close Contacts of a COVID-19 case, the following process will be undertaken:

- a. All persons staying at the Lodge must vacate the Lodge as soon as possible. The Lodge is not an appropriate place to isolate. You need to check out of the Lodge and go home or to another place where you can be tested and isolate. Allocated cleaning chores do not need to be completed.
- b. If you cannot vacate the Lodge, you need to discuss this with the Lodge Manager(s). (They may refer you to a Committee member.) If, in extraordinary circumstances and as an interim measure, the Lodge Manager allows you to isolate in the Lodge, you must remain in your own room at all times until you can safely return home. Other people in your room should be moved to another room if possible. An adult should isolate with a child under 18 to care for them.
- c. The Lodge Manager(s) must be informed and they will alert the other guests and those persons with future bookings of this development.
- d. If the Managers have a positive test result, they will need to isolate in the Managers' room, and the Lodge will be closed until further notice. All guests will be required to vacate the Lodge. The Committee will determine the next actions to be taken.
- e. The Club will organise cleaning of the Lodge consistent with Government requirements. No subsequent occupation will be permitted until such cleaning is complete.

If persons staying at the Lodge either leave voluntarily or because they are required to do so, they will receive a refund of the unutilised portion of their booking. Any other costs you incur will be your responsibility.