



BRINDABELLA SKI CLUB

Tiobunga Ski Lodge

Tate Road Guthega

Kyilla Ski Lodge

Tate Road Guthega

Waragun Ski Lodge

Mackenzie Place Thredbo

Brindabella Ski Club COVID Safe Plan



1 Use and Occupation of Lodges

1.1 General requirements

Brindabella Ski Club Lodge Operations will change from time to time in response to changes to government COVID-19 Legislation and Health Orders.

- [NSW COVID-19 Public Health orders](#)
- [COVID-19 rules that apply to each region of NSW](#)
- COVID-19 restrictions for all Australian States and Territories are provided by the Australian Government Department of Health “Health Direct” service [here](#).

Visitors to our lodges must:

- Practice good hygiene (see websites below)
 - Cover your mouth with your elbow when coughing and sneezing
 - Wash hands properly with soap and water
 - Wash down surfaces
 - Use alcohol-based hand sanitisers
- Comply with all NSW Government Health Orders that may apply at the time.
- Follow procedures and practices documented in the Brindabella Ski Club Lodge Operations Procedures document

To assist members and their guests to comply with these requirements:

- Hand sanitising stations are installed strategically around the lodges
- Signage provides advice in relation to CovidSafe cleaning requirements and Lodge Operations Procedures.
- Appropriate cleaning products are provided
- Appendix B outlines a general cleaning list for the Lodge and defines a “Standard clean and disinfect”. This is not exhaustive and is a guide only.

The Club refers members to the following resources for more information:

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>

<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces>

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>

1.2 Restrictions on attendance at Brindabella Ski Club lodges

If you or one of your party are unwell you must not come to the lodges.

All members and guests are required to consent being tested for COVID-19 in the event of developing any symptoms whilst staying in the lodge or within 48 hours of leaving the lodge. They must also consent to inform the club of their result (whether positive or negative). Members and guests will only be permitted to attend if they have a means of assistance to leave the lodge and return home safely if they become unwell.

There may be exceptional circumstances. If a member or guest is unwell and it's not practicable for them to immediately leave the lodge, the Lodge Manager (if in residence), Lodge Leader and Administration Manager must be informed. The unwell person must wear PPE and go straight to their room to self-isolate, have no interaction with others and leave the lodge as soon as possible.

A member or their guests will not be permitted to attend the lodge if:

- They are a confirmed or suspected case of COVID-19 and have not been released from isolation in accordance with NSW Health guidelines. Refer to the NSW Health guidelines for “COVID-19. Release from Isolation”²

- They are the subject of a Health Order based on their address or recent travel movements.
- They are subject to a quarantine notice, self-isolation notice or similar.
- They are a household close contact with a known infected person within 7 days of the infected person testing positive.
- They are the subject of a travel restriction.
- They are unwell and/or are showing symptoms of COVID19 or any other infectious disease.
Common symptoms of an infectious disease (including COVID-19) may include:
 - Fever and/or chills
 - Cough
 - Sore throat
 - Body aches
 - Excessive fatigue
 - Vomiting and/or diarrhoea
- They do not sign the Brindabella Ski Club COVID-19 waiver of liability upon arrival at the lodge.

1.3 Occupation of Lodge

Due to NSW Government Health Orders and BSC COVIDSafe Lodge Operations Procedures the use of the Lodge during the COVID-19 pandemic may change in the following ways:

- Restriction in the number of people using the Lodge at any one time.
- Restrictions as to how internal spaces can be used.
- Restrictions on casual visitors allowed to enter the Lodge.
- A greater focus on continuous cleaning and hygiene.
- An increased need for members to supply linen and kitchen requirements
- Requirements if a member or guest is infected by COVID previously or whilst at the Lodge, or if they display COVID like symptoms.

The Club's response to each of these is set out below.

1.4 Numbers using the Lodge

Lodge capacities will be changed from time to time depending on capacity limits for accommodation facilities specified in NSW Health Orders.

Due to the close communal living arrangements in our lodges, to reduce transmission risk, Club Management may decide to limit lodge capacity below the allowable capacity.

1.5 Lodge cleaning

Members and guests are responsible for ensuring the Lodge has been cleaned to the high standard required as this is an important strategy to minimise transmission risk. Not following this directive may lead to the Lodge being shut down. Sanctions may be applied to members or their guests in these instances.

The checklist in Appendix B provides some guidance on the cleaning approach (this is not exhaustive). Lodge Leaders will be tasked in ensuring compliance with these requirements. Not following the Lodge Leader's directives may lead to sanctions.

1.6 Actions in the Event of a suspected or confirmed COVID-19 infection in Lodge

1.6.1 Suspected COVID-19 Infection

Any guest who develops severe symptoms whilst staying in the lodge:

- Call 000, the affected guest must apply PPE and follow advice from emergency services.
- Any people attending the affected guest must wear full PPE: mask, gloves, goggles & gown.
- Notify the Lodge Leader, Lodge Manager (if in residence) and Administration Manager ASAP

Any guest who develops mild or moderate symptoms whilst staying in the lodge:

- Affected guest to apply a surgical mask and gloves (available from the lodge supplies). Continue thorough hand sanitation.
- Immediately notify the Lodge Leader, Lodge Manager (if in residence) and Admin Manager.
- Pack up and leave the lodge. This must be done with minimal interaction with others. Avoid any further use of shared areas – leave shared areas tasks to others in the party.
- The individual must use private transport to leave and should have another individual capable of driving if they become unwell. Travel directly to their home location and wear a mask when outside the vehicle for refuelling or toilet breaks. Avoid crowded areas and stopping at such busy places like fast food outlets.
- An unaffected member of their party must perform an additional “standard clean + disinfect” to the affected room and any areas within the lodge or equipment such as the OSV that the affected individual has recently accessed prior to their departure. No other individual should clean the room.
- The affected individual must attend for a COVID test.
- The individual must give the result back to the Administration Manager and Lodge Manager (if in residence) as soon as possible.
- The affected visitor must stay in home isolation whilst awaiting the results of the swab as per their applicable state/territory guidelines.
- The affected visitor may return for the remainder of their booking if they are confirmed as COVID negative and have become asymptomatic. Other members of the affected individual’s party except household close contacts may remain in/return to the lodge if they are asymptomatic and if they do not occupy a currently affected room (see below)

Any guest who develops any related symptoms within 48 hours of leaving the lodge must notify the lodge manager/admin manager immediately and attend a COVID test ASAP.

1.6.2 Confirmed COVID-19 infection

Defined as any person who has developed symptoms whilst staying in the lodge OR within 48 hours of leaving the lodge AND becomes a “confirmed case” following a positive COVID 19 test result the guest must do the following:

- Immediately inform the lodge manager and Administration Manager of the positive test result.
- Follow isolation guidelines as per local state/territory guidelines.
- Seek independent medical advice if symptoms worsen.

The club must do the following:

- Inform all current guests and any possible contacts of the positive result
- If any of those guests subsequently develop symptoms within the next 7 days, they are considered “probable cases” and must follow local state/territory guidelines to have COVID testing.
- Affected members will be eligible for a pro-rata refund of up to 90% of the original booking fee

Appendix A

Risk Management Response and Action Plan

COVID19 Pandemic Risk

COVID19 is a very specific risk to the operation of the Lodge. While there are numerous components of the risk (eg risk to health and safety, economic risk, legal risk, regulatory risk, etc) it is the key health and safety risks that are the focus of this analysis.

COVID19 Action Plan

Strategy	What are the risks/issue	What actions to take
Promoting good hygiene and cleaning protocols within the Lodge to achieve infection prevention and control.		

<p>Manage and monitor Covidsafe Plan</p>	<ul style="list-style-type: none"> • Members will not follow the BSC Covidsafe Plan (the Plan) • Lodge Managers and Lodge Leaders are not adequately trained • Lodge Managers and Lodge Leaders are not adequately authorised to action elements of the Plan • The plan is not updated to reflect activity within the lodges and changing Health Orders 	<ul style="list-style-type: none"> • Require Lodge Manager (LM) to undertake infection control training available from the Dept of Health • Committee to authorise LMs and LLs to enact the plan and take actions in the interests of public health and safety • Members to acknowledge authority of the BSC Committee. LM and LLs to act in line with the BSC Covidsafe Plan • LL and LM to report promptly on any significant actions taken relevant to the Plan • Lodge Operations Subcommittee to actively monitor the Plan and amend as necessary. • Lodge operations Subcommittee to monitor changes to Government Health Orders and restrictions weekly • Lodge Operations Sub-committee to review and action weekly reports from LM and LLs, and reports from guests.
<p>Ensure members and guests are healthy prior to and upon arrival</p>	<ul style="list-style-type: none"> • Members might attend the lodge whilst unwell 	<ul style="list-style-type: none"> • Health questionnaire to be completed in week preceding arrival • Checkin by signing waiver on arrival
<p>Lodge entry</p>	<ul style="list-style-type: none"> • Contamination when persons enter and touch surfaces, door handles, security lock 	<ul style="list-style-type: none"> • Provide hand sanitizer station • COVID safe signs displayed

<p>Kitchen</p>	<ul style="list-style-type: none"> • High risk infection area due to communal cooking situation • Contamination when persons enter and touch surfaces, door handles, garbage receptacles, dishwashers, ovens, sinks, shared cutlery, shared pots/pans, microwaves, ovens, • Contamination from food preparation • Social distancing constraints • Members may incorrectly use kitchen sinks for hand washing • High pressure spray contributes to spread of droplets 	<ul style="list-style-type: none"> • Daily cleaning/sanitizing • COVID safe signs displayed • Provide hand sanitizer station • All tea-towels should be single use or removed and paper towels used. • Provide boxes of disposable gloves. • Install unlidded garbage bins • Advise members to wash and dry hands in rooms or other than kitchen sinks • Open windows to improve ventilation.
<ul style="list-style-type: none"> • Dining room 	<ul style="list-style-type: none"> • High risk infection area due to communal eating situation • Contamination when persons enter and touch surfaces, door handles, heaters, windows, tables, chairs, Zip heater, blind wands, light switches • Social distancing constraints 	<ul style="list-style-type: none"> • Sanitation stations • Hand washing before and after meals. • COVID safe signs displayed • Open windows to improve ventilation
<p>Lounge room</p>	<ul style="list-style-type: none"> • High risk infection area due to communal seating situation • Contamination when persons enter and touch surfaces, door handles, light switches and sit on seats • Social distancing constraints • Fan heating circulating droplets 	<ul style="list-style-type: none"> • Sanitation stations • Hand washing notices • Cleaning/sanitizing after every use • COVID safe signs displayed • Open windows to improve ventilation



Bedrooms	<ul style="list-style-type: none"> • Infection transfer by pillows, linen doonas, blankets, heaters, window winders, power outlets and light switches 	<ul style="list-style-type: none"> • "Standard clean + disinfect" by guests before and after use • COVID safe signs displayed • Clear signage regarding cleaning/disinfecting. • Guests provide own linen
Bathrooms	<ul style="list-style-type: none"> • Contamination when persons enter and touch surfaces, door handles, sinks, shower facilities, heaters, windows 	<ul style="list-style-type: none"> • "Standard clean + disinfect" on arrival and before departure • Hand washing notices required
General use areas	<ul style="list-style-type: none"> • Contamination when persons enter and touch surfaces, door handles, heaters, windows Door handles, railings 	<ul style="list-style-type: none"> • "Standard clean + disinfect" after use • Sanitation stations • Hand washing notices required
Laundry	<ul style="list-style-type: none"> • Contamination when persons enter and touch surfaces, door handles, sinks, washing machine, dryer, storage, • heaters, windows 	<ul style="list-style-type: none"> • "Standard clean + disinfect" after every use • Hand washing notices required
Public toilets	<ul style="list-style-type: none"> • Contamination when persons leave and touch surfaces, door handles, sinks. 	<ul style="list-style-type: none"> • "Standard clean + disinfect" by guests • Sanitizer at entrance • Adequate soap and paper towels provided • Signs re handwashing
Drying room	<ul style="list-style-type: none"> • High risk infection area due to communal storage of ski clothes exposed to resort facilities that may be contaminated • Contamination from masks, goggles gloves and parkas • Contamination when persons enter and touch surfaces, door handles, heaters 	<ul style="list-style-type: none"> • Wiped down with disinfectant daily, • Encourage separation of clothes and ski gear by room occupation. • Recommend moving dry clothing and equipment to bedrooms as soon as possible
Boot room	<ul style="list-style-type: none"> • Poorly ventilated space • However, boots are considered low risk 	<ul style="list-style-type: none"> • Optional for boot liners to be removed and dried in bedrooms
General	<ul style="list-style-type: none"> • Provide tools for people to use to self-check and sanitize. 	<ul style="list-style-type: none"> • Provide forehead thermometer in lodge. (Include spare and batteries) • Ensure adequate cleaning and personal protective equipment supplies are available

Over snow vehicle (OSV) (TIOBUNGA)	<ul style="list-style-type: none">• Contamination when persons touch surfaces, door handles, keys.	<ul style="list-style-type: none">• Damp wipe using detergent (Use Isopropyl wipes/sprays on electrical switchgear)• Sanitiser in OSV cabin
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Managing numbers within the Lodge at any one time to achieve social distancing guidelines (based on 1 person per 4 square meters)

TIOBUNGA		
Kitchen	31.5m ²	7 pax
Dining area	41.8 m ²	10 pax
Lounge	42.35 m ²	10 pax
Laundry	12 m ²	3 pax
Downstairs lounge	30.8 m ²	7 pax
Drying room/Ski room	21.7 m ²	5 pax
Entry foyer	25.4 m ²	6 pax
Whole of lodge	205.5 m²	51 pax

KYILLA		
Kitchen	13.8 m ²	3 pax
Lounge/Dining area	40 m ²	10 pax
Drying room	5.5 m ²	1 pax
Ski room	15.6 m ²	3 pax
Whole of lodge	74.9 m²	18 pax

WARAGUN		
Kitchen	34.7 m ²	8 pax
Dining area	38.0 m ²	9 pax
Lounge	42.2 m ²	10 pax
Downstairs Lounge	19.0 m ²	4 pax
Foyer	13.0 m ²	3 pax
Tuning room	7.0 m ²	1 pax
Drying room	8.9 m ²	2 pax
Ski room	11.0 m ²	2 pax
Whole of lodge	173.8 m²	43 pax

Appendix B - Brindabella Ski Club Lodges

Definitions:

Standard Clean and Disinfect

refers to general cleaning (including removal of any dropped items/rubbish, use of vacuum cleaners fitted with HEPA filters, wiping surfaces of visible grime and general tidying) optionally followed by sanitising of commonly touched areas with an appropriate grade surface disinfectant – BSC has chosen “VIRACLEAN” with disposable blue CHUX wipes for this purpose.

Deep Clean

Refers to a more thorough level of cleaning to be undertaken in the event of a confirmed COVID-19 case present in the lodge whilst contagious. This is most likely if either the guest had symptoms whilst staying in the lodge or developed symptoms within 48 hours of leaving the lodge. In this event the club will follow deep-cleaning instructions issued by the relevant public health authority.

Cleaning guidelines to help prevent the spread of COVID-19 based on Federal/State Guidelines, 2020

Method/Approach	Actions
Ventilate rooms before you clean.	Allow fresh air to circulate for at least 20 minutes. If possible, leave all windows open during the entire cleaning process.
Wash your hands thoroughly before and after each cleaning.	Use soap and water, and scrub for at least 20 seconds. If that’s not possible, use a hand sanitizer with at least 70% alcohol.
Wear disposable gloves while you clean.	Gloves should be thrown out after each cleaning. Make sure to wash your hands immediately after gloves are removed.
Clean, then disinfect.	Cleaning is when you use soap or detergent and water to remove dirt, germs and impurities. Disinfecting refers to the use of chemicals like bleach or alcohol to kill germs. Doing both is the best way to reduce the spread of infection.
Use the right disinfectant.	Diluted household bleach solutions, cleaning products with at least 70% alcohol, and most common disinfectants are believed to be effective against the coronavirus. Bleach is a strong chemical and care should be taken when using it.
Focus on frequently touched surfaces.	Light switches, doorknobs, and tap handles are just a few of the areas you’ll need to disinfect. Include under chairs.
Lounges and other soft, porous surfaces.	Carefully remove any visible dirt or grime, then use the appropriate cleaner for the material. If possible, machine-wash items according to the manufacturer’s instructions. Spray with Glen 20.

Wash all linen at the highest heat setting recommended by the manufacturer	That includes mattress covers, kitchen towels, and blankets. Wear gloves when handling dirty laundry.
Consider vacuum risks. Ensure all vacuums have HEPA filters	Remove non-compliant vacuums. Clean vacuum filters every vacuum cycle. Empty dust bags into plastic garbage bags, seal and place in bins. (Avoid creating dust)

General Cleaning Checklist for Lodge Areas

Area	Items to Clean/disinfect	
General	Doorknobs/surfaces Cleaning appliances Garbage and recycling bins Hanging spaces Keys/keypads Light switches/pulls Railings	Laundry – sinks, washers, storage Tabletops Thermostats/heaters Windowsills and window-handles Vacuum cleaners Washer/dryer units
Kitchen	All utensils, appliances, pots/pans, barbecues, etc Doorknobs, cabinet handles and pulls Dishwashers	Kitchenware that isn't dishwasher safe Sinks, benchtops, Ovens/microwaves Fridges – handles, internal areas Windowsills and window handles
Bathrooms	Shower curtains/doors Showers, tubs and Sinks	Toilets, Tap handles and spouts Windowsills and window handles
Dining	Doorknobs Lamp chains/switches Light switches/pulls	Railings Tabletops/seats (including underneath) Windowsills and window handles
Lounge	Doorknobs, Railings Lamp chains/switches Light switches/pulls	Lounges especially arm rests Tabletops Windowsills and window handles
Bedrooms	Hangers and luggage racks Bedheads/foot Nightstands/side tables	Cupboards/dressers Bedding – doonas, pillows, linen Windowsills and window handles
Over snow vehicle (OSV)	All cabin controls and switches, steering wheel and gear knob, door handles, seat belts. Luggage compartment, handles and frequently touched areas.	Damp wipe using detergent/sanitiser (Use Isopropyl wipes/sprays on electrical switchgear)

Version control log.

V1.1 Development version

V1.2 Development version

V1.3 Registered version

V1.4 17th July 2020

- Includes advice on the use of face masks.
- Includes advice retesting stations in the snowfields.
- Directions for cases to proceed home directly.
- Increased emphasis on monitoring.
- Removes requirement that Lodge Leaders undertake infection control training.
- Version control log instituted.
- Additional advice on cleaning underneath chairs and tables included.

V1.5 22nd October 2020

- Reflects BSC Summer operations
- Update COVID testing clinic closures in Perisher and Thredbo
- Provides advice if a member or guest arrives late at night and is unwell

V2.1 13th December 2020

- In section 1.4, reference to recent legal advice about communal areas and that lodge capacities may change from time to time.

V2.2 Unknown publication date

- Changes unknown

V2.3 25th January 2021

- Changes unknown

V2.4 7th October 2021

- Not published
- Minor amendments to reflect settings for NSW 70% double vaccination milestone

V2.5 2nd December 2021

- Reference to changing health orders
- Minor amendments to reflect current health orders
- Reformat and minor edits for clarity
- Incorporate Lynne's comments

V3 7 July 2022

- Update for 2022 season
 - Remove references to "high risk setting"
 - Remove restrictions based on overseas travel
 - Realign isolation requirements with current legislation: eg 7 days not 14; household contacts not close contacts
 - Don't close lodge in case of COVID case in the lodge
 - Eliminate restrictions on use of the bedroom occupied by a COVID case
 - Allow use of OSV to evacuate COVID case and their belongings
 - Make use of ViraClean optional for regular cleaning
 - Remove restrictions on kitchen / dining room use and timing
 - Remove specific references to capacity limits
 - Remove examples no longer relevant