

BGCC Operational Plan towards Returning to Play

under Stage 3; Step 3.1 COVID-19 Restrictions in the ACT (September 2020).

BGCC members are reminded that, while restrictions have eased, YOU ARE STILL RESPONSIBLE for your own safety and the safety of the entire BGCC community. Members often consider themselves to be fit and healthy, but this is not an excuse for complacency. Many of our members are in the COVID-sensitive age category and some have significant underlying health conditions. We are reminded that a second wave of COVID-19 infections is highly likely and some people do not to show symptoms whilst being contagious.

SO all in all, we as a club need to continue to be vigilant and DO THE RIGHT THING.

To this end, the philosophy for BGCC activities during Stage 3 Step 3.1 of ACT Government's COVID-19 restrictions is to "**Get in, Train, Get out**" with an emphasis on **physical distancing** (4 m² /person or at least 1.5 m from anyone at all times) and **personal and community hygiene**. The following document outlines the expected behaviours of BGCC members whilst at the shed or on the water. It has been informed by the guidelines given by PA, PNSW and the ACT Government.

Finally, the decision to participate in canoe/kayaking at BGCC is made solely by you with regard to your health and personal circumstances. If you chose to go for a paddle, you are making your own risk assessment after reading the following information and agreeing to the BGCC guidelines.

IMPORTANT NOTES: The following document supersedes the Level B recommendations sent to the Membership at various intervals during the last 2 months.

1. The ACT and Federal Governments continue to revise the COVID-19 regulations. Updates affecting usage of the shed and environs will be communicated to the Membership via email including links to the latest BGCC Operational Plan for the Return to Play.
2. **Please** note that while the number of people allowed to congregate is changing with each announcement, this is still governed by the 4 m²/person physical distancing rule.
OUTDOORS: the maximum people allowed in a "gathering" is 100 people. There is enough space around the shed to accommodate this number but we are reminded that during gatherings we are required to maintain social distancing in outdoor spaces.
INDOORS: Within the shed, please socially distance by staying 1.5 m from other people at all times. Please do not gather unnecessarily within the shed. Using the 4 m²/person physical distancing rule, the maximum number of people allowed in a "gathering" are:
 - a. 2 people in the male changerooms;
 - b. 2 people in the female changerooms;
 - c. 4 people in the kitchen area;
 - d. 8 people in the meeting room.
3. Members are encouraged to plan ahead; for example, get dressed into your training clothes before coming to training; wear track suits that can be easily changed into in a safe space, plan to shower/change at home or work.
4. In the case of a BGCC member testing positive for COVID-19, contact the Club immediately using the email info@bgcc.org.au. The Club will advise the ACT health authority and get further advice on what steps need to be followed.

5. All members using the shed or environs must keep an accurate record of when they were at the shed and on the water, especially if they chose not to sign the register. Date and times are needed. **Members are encouraged to register their use of the shed or environs by signing in and out using:**
- QR code for BGCC. Instructions will be available on the website soon.
- OR
- the manual sign in registers located in the shed near the fridge and on the bay doors. Please use your own pen if possible. If you use the supplied pen, please sanitise your hands before and after signing the register.

This information is critical to ensure rapid tracing should a member test COVID-positive.

Members using the showers MUST register their use of the shed and showers by signing the register. This is critical information for rapid tracing should a member test COVID-positive.

6. All members are encouraged to download the COVIDsafe app as per ACT Government recommendations.

PERSONAL and COMMUNITY HYGIENE:

1. DO NOT come to the shed if you are experiencing:
 - a. Shortness of Breath;
 - b. Fever;
 - c. Coughing;
 - d. Sore throat;
 - e. Loss of sense of smell;
 - f. If in the last 14 days you have been unwell/in contact with known/suspected case of COVID-19;
 - g. If you have taken a COVID-19 test and have not yet heard if your test is NEGATIVE;
 - h. If you have visited a hotspot area;
 - i. If you have returned a positive test for COVID-19.
2. Observe government guidance for outdoors – currently no more than 100 people in a group and social distancing (1 person/4 m²) must be exercised.
3. High risk transmission points for the virus are the front door padlock and the multiple padlocks on the shed extension. Members are encouraged to have bottles of sanitiser for their own use.
 - a. Members should thoroughly wash or sanitise their hands before coming to the boatshed.
 - b. Opening and locking up the shed may expose you to the virus so be vigilant in washing/sanitising your hands before and after touching any of the door and lock surfaces. Hand sanitiser bottles have been placed throughout the shed to help members stay safe.
 - c. If entering through the front door, sanitise hands or wash hands at the small basin in the corridor to the men's showers after entering to reduce any risk from residual virus spores on hard surfaces.
 - d. If entering through the shed extension, hand sanitiser is provided at locations near each door.
4. High risk transmission points within the shed are hard surfaces in communal places.
 - a. To enable contact tracing, members are encouraged to register attendance using the BGCC QR code or fill in the sign-in-sheet making sure that you wash your hands before and after using the pen and touching the sign in sheets.
 - b. Using club boats and paddles. All club boats and paddles must be washed with soap and water PRIOR to and AFTER use. Discard the water in the wash bucket after use. Only wash per paddler per bucket.
 - c. Areas to get changed in:
 - i. Changeroom areas and meeting room may be used to get changed in as long as physical distancing rules are adhered to and you wipe off all surfaces that you touch using the supplied disinfectant and paper towels and you discard the paper towels in the lined bin

near the shed access door. Recommended numbers are no more than 2 people in the male changeroom areas, 2 people in the female changeroom areas, 4 people in the kitchen area and no more than 8 people in the meeting room.

- ii. Please do not linger in these areas for longer than is necessary.
 - d. Showers: The use of showers is permitted by people with reasonable need, however all club members are strongly encouraged to shower at home whenever possible. All members are encouraged to **treat the Shower Cubicles as a Higher Risk part of the shed** and should therefore reduce contact points and clean with a detergent and disinfectant:
 - i. Only TWO people are permitted whilst showing in the male changeroom areas at a time and only TWO people are permitted in the female changeroom areas at a time.
 - iii. Cleaning protocols for showers:
 - members should treat the showers as a contaminated environment.
 - members should CLEAN AND DISINFECT the shower BEFORE AND AFTER use.
 - 'Clean' – means mopping the floor area with detergent and water.
 - 'Disinfect' – means spraying contact areas (eg taps) with a properly constituted disinfectant. It is recommended to allow 10 minutes between disinfecting and using the shower to allow the disinfectant to have maximum effect.
 - Members using the showers are required to register their usage and cleaning protocol when signing in to use the shed.
 - e. Toilets: The male and female toilets can be used.
 - i. If you use a toilet in the shed, you MUST CLEAN it afterwards with the supplied disinfectant. This includes all surfaces you touched including door handles, flush buttons and taps.
 - ii. Please empty the bins in the toilets if they get full and keep the toilet bowls clean. Disposable gloves are provided in the kitchen area. All cleaning materials are provided in the toilet area.
 - iii. BGCC does not employ a cleaner so the co-operation of members using these facilities is essential to maintaining hygienic conditions.
 - f. Kitchen area: the number of people who can use the kitchen area to a maximum of four people (with careful positioning!) at any time.
 - i. You should not stop in this area if other people are wanting to come through.
 - ii. No food or drink is to be consumed in this area.
 - iii. Please take you empty drink containers home to recycle.
 - iv. Club kitchenware must NOT be used.
 - v. Disposable cups and a lined waste bin will be provided.
 - g. Keep the kitchen and other surfaces clean.
 - i. Spray disinfectant and paper towels will be provided.
 - ii. Disposable gloves will be provided.
 - h. Meeting room: a maximum of eight people may be in this area at any time making sure that you practise physical distancing.
 - i. Members may drop bags in this area for security reasons but are encouraged to operate out of their cars as far as possible.
 - ii. No one should linger or congregate in this area if other people are wanting to come in.
5. No sharing of personal equipment:
- a. Includes towels and water bottles.
 - b. PFDs. If you are using a club-owned PFD, identify it as yours using a tag and store it away from the usual PFD rack (e.g., in your boat). Club owned PFDs are not to be taken home.
 - c. Do not use a PFD that has been labelled with a name different to yours!
6. Limited sharing of equipment within a session is allowed under Stage 3, Step 3.1:
- a. All people using equipment or participating during shared sessions must be spaced at least 1.5 m apart and adhere to room occupancy numbers.

- b. All used paper towels used to clean and disinfect equipment must be appropriately discarded in the lined bin near the shed access door.
- c. Club boats and paddles:
 - i. sharing of boats and paddles within a session is discouraged but can occur if the shared boat is appropriately cleaned between each use. This involves washing the boat with soap and water between use. Dry boats and paddles before putting them away. Use of communal towels is discouraged.
- d. Weights:
 - i. sharing of weights within a session is discouraged but can occur if the shared equipment is appropriately cleaned between each use. This involves wiping down the equipment with spray disinfectant and paper towels before and after use.
 - ii. members sharing weights are encouraged to use hand sanitiser before and after each use.
 - iii. all shared equipment must be appropriately cleaned using disinfectant and paper towels before being packed away after the completion of the session.
 - iv. members are encouraged to use their own exercise mats.
- e. Kayak erg:
 - i. The kayak erg must only be used with the permission of a club coach.
 - ii. It must be wiped down with spray disinfectant and paper towels before and after use.
 - iii. Sharing of the kayak erg within a session is discouraged but can occur if the erg is appropriately cleaned between each use. This involves wiping down communal surfaces with spray disinfectant and paper towels before and after use.
 - iv. when using the kayak erg, members are encouraged to use hand sanitiser before and after each use.

CLUB ACTIVITIES.

1. Members are recommended to have a 'get in, participate, get out' attitude towards training and use of the shed (e.g., get changed into paddle gear prior to arrival) to minimise the use of bathrooms or change facilities.
2. If you have a privately owned boat in the shed that you use regularly, you are strongly encouraged to remove it from the shed and to car-top it if you have the facility to do so. This will reduce your risk to contracting the virus through opening and locking up shed doors. If you are car-topping think about preparing you boat on the grass or bring your own stool-stand.
3. Club coaches should
 - a. Ensure that participants adhere to all BGCC COVID-19 regulations and recommendations as well as the current ACT Government Regulations. This is particularly important around personal and community hygiene and physical distancing.
 - b. Provide training plans to their regular paddlers and discourage paddlers from arriving at the boatshed for a common start time to avoid groups larger than those allowed by ACT regulations.
 - c. Ensure that their paddlers are appropriately separated across space and time to help reduce the risk of transmitting the COVID-19 virus.
4. Behaviour in and around the shed:
 - a. Paddlers are discouraged from sharing boat stands.
 - i. If another paddler is setting up or washing their boat, wait until they have finished and moved away to maintain social distancing. Make sure that the wash bucket has been emptied before you get ready to wash your boat. Now is not the time to share anything!
 - ii. Spread out stands to comply with social distancing recommendations.
 - b. Paddlers are discouraged from congregating outside the boatshed:
 - i. Physical distancing guidelines from government must be observed in any groups.
 - ii. Do not expect other paddlers to move away from you or take a wide berth because you are having a chat.

- iii. Observe the government guidance for outdoors – currently no more than 100 people in a group and physical distancing must be exercised.
5. The club's double boats may be used but paddlers must ensure that the following precautions are adhered to because there remains a risk of viral transmission between doubles paddlers:
 - a. Members choosing to paddle a double must realise that they are at an increased risk of contracting the virus from their paddling partner than if they were paddling singles whilst obeying the appropriate rules.
 - b. When taking the boat out of the shed and putting it away, make sure that you adhere to physical distancing rules between yourselves and others using the shed.
 - c. The boat must be washed BEFORE and AFTER you have paddled it. If possible, arrange for the double to be only used by you and your partner. This may be possible with some of the K2s.
 - d. When preparing the boat, make sure that you adhere to physical distancing rules. This will mean one person preparing their seat and then stepping back to allow the other person to prepare theirs.
 - e. When carrying the boat to the water and during put in and take out, maintain physical distancing as best as you can. This is possible with most of our recreational doubles; a little harder with K2s and TK2s.
6. The ACT government now allows full contact sporting competition. Members are reminded that deliberate or intentional physical contact increases the risk of infection and is discouraged at the shed and during club activities:
 - a. Canoe Polo is a contact sport played outside or in a pool. BGCC has put in the following strategies:
 - i. Canoe polo members are not allowed to participate in any training activities if they are unwell or have flu like or covid-like symptoms as per the BGCC Return to Play recommendations. Furthermore, all participants are encouraged to arrive, train, and leave. Use of the shed and facilities are per the BGCC Return to Play document.
 - ii. Participants are encouraged to remain 1.5 m apart whilst preparing their boats and equipment for training.
 - iii. During training, unnecessary contact is to be avoided. Training and coaching is currently concentrating on skills with minimal contact between players.
 - iv. There is no formal competition for Canoe Polo at the moment.
 - v. All communal equipment is disinfected prior to and after training. The only communal equipment being used is the ball.
 - vi. There is no sharing of personal equipment.
 - vii. Indoor sessions will follow the Covid-19 recommendations of the facility together with items i-iv above.
 - viii. A record of all participants at training sessions is maintained to assist with contact tracing if required.
7. Club Sanctioned Events:
 - a. Time trials, organised paddles and similar activities can occur as long as physical distancing rules are met, especially when participants access shed based facilities like boat storage and toilets.
 - b. Showering after club sanctioned events is discouraged and all members are requested to arrive, participate and leave after the end of the event.
 - c. Socialising is discouraged but may occur as long as physical distancing rules are adhered to. By ACT law, groups of up to 100 can congregate outdoors if there is enough space to meet the 4m²/person distancing rule.
 - b. Occasional events, such as Introduction to Paddling and Induction of New Members, can be run with no more than 8 participants. The reduced numbers in these programs is to ensure that physical distancing rules in and around the shed are maintained at all times during the program.

8. All cross training must meet physical distancing and hygiene regulations as outlined by ACT Government. If INDOORS, cross training must meet the room occupancy requirements set out in this document.
9. The rules around interstate travel to train, compete or paddle recreationally change frequently. Members are advised to check the current COVID situation and ACT government travel restrictions BEFORE embarking on any travel. You may need to quarantine upon your return to the ACT should you visit a COVID hotspot.
 - a. Currently, Members are discouraged from travelling to Regional Sydney and any NSW COVID hotspot.
 - b. PNSW discourages ACT Members from travelling to the South Coast.
10. Spectators are not encouraged unless required as a parent, spouse, or carer of a paddler.