

# **MCC COVID 19 policy**

## **Purpose**

To provide a safe sporting environment for all our members and their families, encouraging everyone in the club to help limit the spread of COVID 19

## **Policy**

Melbourne Canoe Club is committed to keeping all associates with the club safe, limiting the spread of COVID 19, ensuring all Department of Health and Human Services Victoria (DHHS Vic) regulations are adhered to and to assist the DHHS with contact tracing if necessary.

The principles remain simple, stay away if unwell, maintain good hygiene and maintain social distancing of 1.5m. Maintain records of attendance and act quickly if any club members become unwell.

## **Policy Statements**

- The club will adhere to any guidelines issued by Paddle Vic (PV) or Paddle Australia (PA) with respect to COVID 19
- The club will communicate to its members any changes to the DHHS Vic regulations with respect to COVID 19 and the impact on any club activities.
- The club committee will ensure the committee and coaches are doing all they can to keep the club community safe and to help stop the spread of COVID 19
- The club will ensure the coaches have adequate training and education regarding COVID safe practices as well as club procedures.
- The committee will ensure that good record keeping is undertaken in order to assist the DHHS Vic with contact tracing.
- Coaches will remind participants of their sessions of good COVID safe practices and ensure that regulations are adhered to.

## **Covid Safe Procedures.**

### Contact point for COVID

- The contact point in the club for all matters regarding COVID will be Malachy O'Dolan
- Either Malachy or members of a COVID subcommittee appointed by MCC committee will ensure that relevant changes to either PA or the DHHS Vic regulations are communicated to the rest of the committee and members.

## Communication

- Communication of any changes to club activities, tightening or relaxing of restrictions will be via Whatsapp to relevant groups, via email if necessary, to all club members, and/or via the website.
- Coach training with respect to COVID safe procedures will take place prior to the start of club sessions.
- Prior to the start of each session the coach will send out a message to their group, reminding of the start time of the session, where to meet and requesting response regarding attendance and declaration that symptom free.
- Statements regarding procedures relating to staged return to training and competitions will be communicated via email and on the website.
- **If a club member is suspected or tested positive for COVID 19 or informed they are a close contact with someone who has tested positive they will;**
- Inform by phone the coach of any sessions they attended in the previous 48 hours.
- Once the coach has been informed by a paddler, they will inform Malachy O'Dolan, detailing the date of the session.
- Once informed of a suspect or positive case Malachy and the coach will contact those paddlers who may have been in contact during training, using the attendance sheet. This may include close contacts for example, school friends or siblings.
- Malachy will contact DHHS immediately and forward details regarding possible close contacts.

## On resumption of club training and activities.

- All members wishing to return to club training will sign a declaration stating they have read, understood and agree to abide by the clubs COVID policy and procedures.
- Members and their parents or guardians if under 18 will sign a privacy statement agreeing to details being passed on to DHHS Vic only if requested

## Coach responsibilities

- Safety officer for the session. May appoint a second person to assist if required. The safety officer will be the one moving gates.
- Prior to the session, send out a message to the group. This will include a reminder time of session, where to meet and not to attend if unwell.
- Complete attendance record for each session. Also include names, if known, of non-club members or other clubs (To assist in contact tracing)
- Members will be sent home and not allowed to participate in any club activities if they have symptoms of COVID 19. For more details regarding symptoms refer to club information.
- Members are not to attend any club activities or club rooms if they have had contact with someone who has tested positive for COVID-19 in the previous 14 days. Or have been informed by DHHS that they should self-isolate.
- Ensure attendance numbers are within current regulations.
- Ensure compliance by all members to the COVID safe policy during the session, in particular maintaining social distancing.
- Remain until all U18 members have been met by parents
- Save and share attendance and check sheets with club contact for records.

### **Club members and parents attending a club session or activity.**

- Prior to starting club sessions, sign declaration.
- On the day of each session, respond to the coach with intent to attend and declaration regarding symptom free.
- Do not attend any club activity If you or your driver have any symptoms of COVID however mild, these include fever, chills, sweats, cough, sore throat, shortness of breath, runny nose or loss of taste and smell. Do not return to training until all symptoms have resolved (even if the test is negative).
- Stay at home if you have tested positive for COVID 19 are living with someone who has tested positive or have been in close contact with someone who has tested positive. Stay away until all symptoms have resolved and 48 hours after any fever has resolved.
- Parents of U18 to remain until the coach has arrived.
- Car sharing should be avoided.
- If you have a positive test for COVID 19 you must inform the coach of any session you attended by phone, within 48hours of symptoms first appearing. This is in addition to assisting DHHS in contact tracing.

## **Good Health Practices**

All MCC members and parents/guardians ensure awareness of good health practices including

- If you feel sick, stay at home and phone your GP if you need medical attention. Do not return to training until symptom free.
- Use Hand Sanitizer while at outdoor Club Sessions at the river.
- Try not to touch your eyes, nose, or mouth.
- Use good cough and sneeze etiquette.
- Avoid shaking hands, hugging or coming into contact with people unnecessarily.
- Call the Department of Health Coronavirus Health Information Line on 1800 020 080 if you need more information.
- If required wear a mask while outdoors.
- If you are tested for COVID-19 and are found to be positive for the virus, please contact your club secretary to inform the club.

Important links to keep you informed

<https://www.dhhs.vic.gov.au/coronavirus>

<https://melbourne.paddle.org.au/>