

LAKE DENEYS YACHT CLUB (LDYC)



CORONAVIRUS (COVID-19) POLICY

PURPOSE

This policy includes the measures that the club is actively taking to mitigate the spread of coronavirus. You are kindly requested to follow all these rules diligently, to sustain a healthy and safe environment. It is important that we all respond responsibly and transparently to these health precautions. Your private health and personal data will be treated with high confidentiality and sensitivity.

This coronavirus (COVID-19) policy is susceptible to changes with the introduction of additional governmental guidelines.

SCOPE

This coronavirus policy applies to all employees, members and visitors who enter the premises. We strongly recommend that all staff and members read through this action plan, to ensure that we collectively and uniformly respond to this risk.

POLICY ELEMENTS

- If you have unwell or have cold symptoms, such as cough/sneezing/fever, or feel poorly, as an employee request sick leave, as a member please do not visit the premises of LDYC and seek medical advice.
- If you have been in contact with anyone who has been unwell or showing symptoms of Covid-19 avoid coming to the yacht club for a minimum of 14 days.
- If you have a positive COVID-19 diagnosis, you can return to the premises *after* you have fully recovered, with a doctor's note confirming your recovery

RISK ASSESSMENT

COVID-19 is a public health emergency. Everyone needs to assess and manage the risks of COVID-19, and businesses should consider the risks to their workers and customers. As a club and employer, we have a legal responsibility to protect workers and others from risk to their health and safety. This means we all need to think about the risks we face and do everything reasonably practicable to minimize them, acknowledging that you cannot completely eliminate the risk of COVID-19.

The Occupational Health & Safety Act also requires that we create a safe environment for all who enter the premises i.e.

- Permanent Residence
- Members
- Employees
- Visitors
- OR anyone who you may come into contact with

Why do we need to create a safe environment?

- Employees could bring the virus into the premises
- Visitors including members, contractors or any other 3rd party could bring the virus into the club
- The virus could be unsuspectingly be acquired in public spaces
- Knowingly allowing a COVID-19 person on site can incur serious consequences.

Mitigating the Risk

LDYC has the responsibility to shield employees, members, visitors and 3rd parties entering the premises to create a safe environment therefore:-

1. Personal Protective Equipment will be provided to all permanent staff members.
2. Hand sanitizer's are placed at the entrance and at all public area's such as the bar, kitchen, and ablutions.
3. Temperature monitoring will be conducted before entering the premises.
4. No Mask = No Entry
5. Member SA Sailing declaration forms for each person entering are compulsory for each person.
6. Signing of Gate register and Covid-19 declaration including contact details and temperature reading.
7. Additional disclosure and disclaimer for people older than 60 years old, to accept responsibility for increased social distancing, increase sanitizing frequency and undertaking to abide and comply with the national and club regulations.
8. Any person who measure above 38 degree Celsius will not be permitted to enter the premises.
9. Any person who displays COVID-19-like symptoms such as a sore throat, fever, sneezing, or coughing will not be permitted access.
10. Routine sanitizing of all common areas and surfaces will be carried out. Hi-touch surfaces will be cleaned at least every four hours and before and after each use.
11. A solid awareness program is in effect for all in the working environments.
12. Members who have authorized workers on site are responsible to provide their staff with the necessary personal protective equipment and hand sanitizers within their sites.
13. What action must be taken when contamination is suspected or arisen?
 - 13.1. Contact Mancom the Covid-19 Compliance Officer and/or the Club Manager
14. Employees and members also share the responsibility to protect themselves and anyone they come into contact with by maintaining a safe environment. Please ensure the following:
 - 14.1. Inform management if they have COVID-19 or have been in contact with anyone who has symptoms.
 - 14.2. Report to management if you suspect any other employee might have symptoms that might affect the club.
 - 14.3. Notify the Compliance Officer of any risk exposure to themselves. For example:- delivery of equipment, meeting with members and handling of common equipment, etc

CODE OF CONDUCT

All members, employees, officials, parents, coaches, visitors and participants are to strictly adhere to the SA Sailing Code of Conduct

1. The responsibility rests with each and every SA Sailing professional athlete to act responsibly and do their share to curb the spread of the Covid-19 virus.
2. All SA Sailing regulations as communicated and applied by and at Affiliated Institutions for the purpose of training or allowed competition events must be adhered to at all times.
3. An athlete shall ensure that the requirements as communicated are completed before the return to training or commencement of racing (not before 1 August 2020) as being Ref Annexure C
4. All Professional/Elite athletes will be required to be registered paid up members of SA Sailing for the 2020/2021 season.
5. As set out in the rules of sailing, the responsibility of the wellbeing of the crew is that of the skipper, thus the decision to sail, regardless of the phase or level will ultimately be the responsibility of the skipper.
6. Readiness planning of boats and equipment must be conducted. Boat owners, are to implement their own plans and processes in line with DMA Regulations and the World Sailing Guidelines to the sport as well as the Government required regulations and guidelines to ensure the following are provided for:
7. Owner/Skipper must ensure that a proper COVID-19 risk assessment has been conducted and mitigating measures put in place for the vessel.
8. Social/Physical distancing must be maintained in line with the requirements at least 1.5 meters apart.
9. Rules relating to the relevant Health and Safety protocols for disinfectants, sanitizer's and personal hygiene, pre- screening, reporting, and contact tracing to be followed.
10. Owner/skipper to ensure that there is adequate PPE for all onboard and that this is used at all times. Use of masks/buffs are mandatory for all craft with more than one person on board. Sailors may only remove masks/buffs when on the water and must put on the mask before leaving the vessel or in the event of seeking assistance in the water.
11. Over and above the wearing of required PPE, the wearing of PFD and weather suitable sailing gear is compulsory while out on the water.
12. Owners/Skippers to implement communication, training and information strategies with crew.
13. In all cases the interpretation and decision of the Event, Covid Official/s and Chairman will be final, and if escalated SA Sailing and ultimately compliance to the DMA and its regulations shall be binding as final.
14. Following interaction between the boat crew and shore-based personal, if either of the parties; develop symptoms of Covid-19, there is a moral duty to contact those who may have been infected. Parties are to disclose this information to each other as soon as possible, should this occur.
15. No exceptions will be made for any person onsite to not wear a mask. This applies to members, participants, parents, coaches, event organizers, club staff and officials.

NON-COMPLIANCE

1. The COVID-19 Confirmation of Membership and SA Sailing Covid-19 Commencement Certificate form part of Government legislation and any non-compliance with these regulations constitutes a criminal offence, which is also covered by the general SA Sailing Covid-19 Training and Event Policy and Procedures and Code of Conduct.
2. Any person found to have broken the COVID-19 Code of Conduct or training and event regulations/procedures will face disciplinary action with the following consequences:

1st Offence:

Warning to follow the COVID-19 procedures. This can be issued by the Event Organizing Chairman, Race Officer or Covid-19 Officer.

2nd Offence:

Non-compliance following the Warning provided from the 1st Offence will result in the person being asked to leave the venue immediately. In the case of a member, the member will be defaulted immediately from the event, regardless if a participant, staff, official or coach. In the event of an accompanying person (parent, guardian, etc.) being asked to leave the venue and refusing to leave will result in the participant being defaulted from the event.

In both the 1st and 2nd offence, these are criminal offences and the Club, Event organizer or Race Official are obliged to report such criminal offence to the South African Police Service, in which case the club shall immediately suspend the persons rights to attending any further Sailing events or training at a club/sailing venue or suspend the sailors access or membership until the outcome of the case.

This document aligns to the SA Government Disaster Management Regulations Act Level 3, Sports & Recreation SA Regulations, and the South African Sailing Regulations, which can be found by clicking on the following link

SA Disaster Management Regulations

<https://www.gov.za/documents/disaster-management-act-regulations-alert-level-3-during-coronavirus-covid-19-lockdown-28>

Sports & Recreation SA

<https://www.srsa.gov.za/sites/default/files/Sport%2C%20Art%20Culture%20Directions%20OPENING%20OF%20SPORT%20%28Contact%20and%20Non%20-%20Contact%29.pdf>

GENERAL SAFETY REGULATIONS

1. Wear a face mask at all times when leaving your home
2. Wash your hands after using the toilet/common areas, before eating, and if you cough/sneeze into your hands (follow the [20-second hand-washing rule](#)). You can also use the sanitizers you will find around the club premises.
3. Cough/sneeze into your sleeve, preferably into your elbow. If you use a tissue, discard it properly and clean/sanitize your hands immediately.
4. Open the windows regularly to ensure open ventilation.
5. Avoid touching your face, particularly eyes, nose, and mouth with your hands to prevent from getting infected.
6. If you find yourself coughing/sneezing on a regular basis, avoid close physical contact with your coworkers and take extra precautionary measures (such as requesting sick leave).
7. Do not share bottles or food.
8. Avoid filling water bottles and containers at taps open to the public.
9. Social Distancing, Gatherings
10. All gatherings are prohibited except gatherings as regulated
11. Keep the 1.5m gap between people
12. Members to use their own equipment and not share. Equipment to be cleaned and dried after every use
13. If you think any equipment has been exposed to the virus, clean it thoroughly and do not re-use for 72 hours
14. Recreational Sports
15. Only professional non-contact sports are permitted this will include SAS paid up and registered members once final documentation has been submitted.

CASE MANAGEMENT / SUSPECTED OR POSITIVE

On pre-screening of persons for the following symptoms: -

- Fever
- Cough
- Sore throat
- Shortness of breath
- Loss of smell or loss of taste?

Should you respond YES to any of the above symptoms:

1. You will be asked to stay at home or asked to return home immediately and advised to:
2. Practice self-isolation for a period of 14 days
3. Contact a medical professional to discuss your symptoms and discuss further actions that may be required.
4. Keep SA Sailing updated on your condition

PERSON WHO BEGINS TO DISPLAY SYMPTOMS OF COVID-19 DURING TRAINING OR AT THE VENUE/EVENT

1. The person shall advise the Covid-19 Compliance officer immediately
2. The person suspected to have Covid-19 or presenting with symptoms shall be moved into a pre-demarcated Safety Isolation room or area until such time as they can safely leave the premises. A 2-meter distance should be kept between a suspected Covid-19 case and all other persons.
3. If required, a mask shall be provided, the compliance officer will arrange for them to contact their own healthcare provider and arrange for them to be safely transferred to a facility advised by the health provider.
4. The Covid-19 officer shall advise all participants that someone at the event/training is a suspected COVID19 case.
5. Advise them to monitor themselves for symptoms for 14 days and take their temperature twice a day.
6. On the advice of a Medical practitioner, it may be deemed necessary to have a test done for Covid-19.
7. Should this be required, the person is to advise the Club Covid-19 Officer once the test has been completed and the results available.
8. The Club Covid-19 officer is to inform SA Sailing of the suspected case that has been progressed to Covid-19 testing and the confirmation of the test and its subsequent result.

RESPONSE TO SOMEONE DISPLAYING SYMPTOMS OF COVID-19 AFTER THE EVENT:

1. Retain the contact tracing registers as per Annexure D of all participants for at least six months.
2. Within 14 days, following training, event participation or interaction between the boat crew and or shore-based personal, if any of the parties; develop symptoms of Covid-19, there is a moral duty to contact those who may have been infected.
3. Parties are to disclose this information to the club Covid-19 Officer who needs to ensure that all potential contact persons are advised of a suspected case
4. The Club Covid-19 Officer shall advise the suspected Covid-19 case to self-quarantine and monitor themselves for symptoms, check their temperatures a min of twice day and seek the advice of a medical practitioner and/or contact the SA Covid-19 hotline Emergency Hotline: 0800 029 999 WhatsApp Support Line: 0600-123456 for further advise and support and provide them with the required information on travel and or symptoms etc.
5. They should be advised to monitor themselves for symptoms for 14 days and take their temperature twice a day.
6. The Club Covid Officer shall advise SA Sailing of the identified suspected case.

CONFIRMED COVID-19 CASE

RESPONSE TO PERSONS WHO HAVE TESTED POSITIVE FOR COVID-19 PRIOR OR AT THE TIME OF THE EVENT

1. Persons will be denied access to the club/venue for either training or to participate at an event until such time that they completed the quarantine requirements in line with DMA regulations for a period of 14 days
2. Persons previously testing positive will need to present a medical declaration of fitness before being allowed to return to any club/venue to train or register for an event.

IN THE EVENT OF A PERSON TESTING POSITIVE FOR COVID 19 WHILST AN EVENT IS IN PROGRESS OR WHILST USING A VENUE FOR TRAINING PURPOSES:

1. Club/Venue is to immediately be shut-down for deep cleaning and sanitizing.
2. New venue to be found to host the event, if this is not possible then the event should be postponed until the venue has completed the decontamination process in-line with regulation requirements.
3. Persons having potentially come into contact with the infected person to be notified.
4. Persons who have potentially come into contact with the infected person to be advised to self-isolate and seek medical advice from their health care practitioner or via the governments Covid-19 contact options as indicated above.
5. Persons who have previously tested positive shall not be allowed to train or participate at events until the required quarantine period of 14 days has been completed and/or a medical declaration of fitness is presented.

RESPONSE TO SOMEONE CONFIRMED POSITIVE OF COVID-19 AFTER THE EVENT:

1. Within 14 days, following training, event participation or interaction between the boat crew and or shore-based personal, if any of the parties are confirmed as tested positive for Covid-19, there is a moral duty to contact those who may have been infected. Parties are to disclose this information to the club Covid-19 Officer who will ensure that all potential contact persons are advised of a confirmed case.
2. Inform the Covid-19 Officer or Club manager or Commodore of the venue/club so that they can follow the necessary protocols and close down the facility for deep cleaning and sanitizing.
3. All equipment and common areas used by the participant during the event, including toilets, access gates and benches etc. need to be sanitized before allowing access to the club/venue for training or for an event to resume again.
4. The Club Covid Officer is to inform all participants that someone at the event/training has been confirmed as COVID-19 positive so that they can monitor themselves for 14 days and take their temperature twice a day.
5. The Club Covid-19 Officer will advise SA Sailing of the confirmed positive case so that assistance can be offered where necessary and seek to confirm or inform Government Public Health Authorities as is required by regulations.
6. If requested to do so by the health authorities, the Club Covid-19 Officer will work with public health authorities to supply the contact tracing registers (as per Annexure D) of all people in attendance and assist wherever possible with the contacting and tracing of these people. Contact training registers are to be retained of all participants for a period of at least six months as is required by the regulations laid out by the Department of sport.
7. The Club Covid Officer will advise the confirmed positive Covid-19 case to quarantine and work under the direction of their medical practitioner and/or the government Public Health Authorities requirements and support for positive case management. There will be a requirement to provide information on travel and or symptoms etc.
8. Coaches would need to suspend all lessons and place themselves under quarantine for 14 days.

RETURNING TO PLAY AFTER TESTING POSITIVE FOR COVID-19

1. If an athlete, coach, staff, member or Official has been diagnosed with COVID-19 and isolated in accordance with the Department of Health Guidelines, they may only return to play if:
 - 1.1. They have undergone a medical examination confirming that they have tested negative for COVID-19 after at least 14 days isolation.
 - 1.2. They wear the minimum of a mask/face covering at all times for the remaining period of 21 days from the date of initial testing.
 - 1.3. They must adhere to social distancing, hygiene, and cough etiquette; and compliance officers will closely monitor them for symptoms on return to work.

REQUIREMENT FOR COVID-19 TESTING

1. Given the low risk of the spread of the virus in sailing and the national policy and strain on testing nationally or provincially. No mandatory testing will be required except if:
 - 1.1. On presentation of symptoms is advised to do so by their medical Practitioner or Government health authorities.
 - 1.2. On the confirmation of contact with a Covid-19 case at or within 14 days of an event or training where an individual is presenting symptoms or a high fever and is advised by a medical Practitioner or public Health authority to do so.
 - 1.3. In the event of Covid-19 testing being required, the individual needs to self-isolated/quarantined in line with regulations while awaiting their result.
 - 1.4. Resumption or training or confirmation of event entry will only be provided on a declaration of fitness from a medical practitioner and/or confirmation of a negative test result.