

COVIDSafe Event Plan

152 Forster Road
Mount Waverley
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scoutsvictoria.com.au
ABN: 39 662 387 026



This COVIDSafe Event Plan is for one or more nights sleeping in tents, bunkhouses, cabins etc. It is restricted to events of up to 300 youth participants when undertaken at a Scout property and where only youth members, leaders and/or adult supporters are present.

For events greater than 300 participants, please modify this plan to suit your event and send to coronavirus@scoutsvictoria.com.au as a COVIDSafe Events plan specific to your event will be required.

Event Name: Winter Gathering 2022
Location: Eumeralla Scout Camp
Formation: Vic Branch
Section(s): Venturers
Leader in Charge: Zoe Herrera
Event Date(s): 29-31 July 2022
Number of Participants - Youth Members: 630 Adult Members: 200

Organisation

Organisation: Scouts Victoria
Address: 152 Forster Road Mount Waverley VIC 3149
ABN: 39 662 387 026
Contact: Scouts Victoria Emergency Line Operator 03 8543 9877

Create cohorts / bubbles

Camping and activities should be undertaken in Patrols or defined cohorts

Camping and accommodation: Maximum of 6 in a single tent.

Camping cohorts: Camping should be in units of up to 50 youth members plus required leaders. Multiple Camping units should be separated from other units.

Activity cohorts: Cohorts are not required for activities. Activities can be undertaken in any number, subject to a density requirement of 1 person per 2 sqm.

Ensure physical distancing and limit attendance

Manage accommodation areas to comply with gathering, capacity and density limits

Indoor communal areas (such as the Environment Centre Chillout Zone or Admin at Troop Hall, etc) are limited to 1 participant per 2 sqm where QR codes are used for record keeping

No more than 6 participants should share a tent.

Records are kept of camping units and who shares a tent. These are done through event registrations.

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Manage areas and activities to comply with gathering, capacity and density limits	Contact outdoor community sport and recreation is allowed, hence the 1.5m separation requirement does not need to be enforced between youth in all sections while actively participating in outdoor activities. Practice physical distancing requirements where reasonable at other times. Outdoor Scouting activities are limited to a capacity of 1 person per 2sqm in the activity area. This is in addition to those who are reasonably required to run the activity such as Leaders, Adult Helpers, Rostered Parents and Carers, etc.
Provide communication and guidance to members on physical separation requirements	Communal indoor areas will indicate the maximum number of people permitted within the area, though these are minimised. Pedestrian management techniques such as clearly marked separate entry and exit points for parent drop off etc, will be enforced. Adults (Rovers, Leaders, helpers, parents etc) must continue to practice physical distancing requirements wherever reasonable Leaders attending will be aware of the requirements of the COVIDSafe Event Plan and processes for managing participants onsite and physical separation.

Wear a face mask

Face masks are worn where physical distancing cannot be maintained for extended periods unless an exemption applies.	Wearing of face masks should be in line with the current Victorian Government directions, refer to the latest Scouts Victoria COVID-19 update. Face masks are required to be worn on all WG buses or public transport unless an exception applies. Each participant must carry a face mask or provide sufficient disposable face masks as a backup.
Provide communication and/or guidance on the correct use and disposal of face masks	Guidance is provided to all members via direct email, Be Informed and webpage https://scoutsvictoria.com.au/about-us/news/covid-19-update/ Participants should review COVIDSafe Plan Members can access government COVID-19 Training: • How to safely wear a face mask

Practice good hygiene

Provide hand cleaning facilities and ensure adequate supplies are available	Hand washing facilities and/or hand sanitiser will be available to each participant and used at the beginning, end and regularly throughout the activities.
Manage use of high-touch communal items.	Equipment that is worn on the face / head should not be shared during activities.

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Undertake cleaning between usage and ensure high touch surfaces are cleaned and disinfected regularly	All equipment and frequently touched surfaces must be cleaned before and after use by each cohort. High-touch communal areas (such as toilets) to be cleaned at least twice per day Refer to Safe Work Australia guide to cleaning and Supplementary information.
Ensure adequate supplies of cleaning products, including detergent and disinfectant.	Sufficient cleaning and disinfectant supplies are available and regularly restocked.
Provide communication and/or guidance on good hygiene practices and slowing the spread of coronavirus (COVID-19).	Guidance provided to all members via direct email, Be Informed and webpage Cleaning Scouts Victoria Australia Participants should review COVIDSafe Plan Participants can access government COVID-19 Training: • Infection control training

Keep records and act quickly if somebody becomes ill

Record the attendance of leaders, youth members, parents, visitors, etc.	WG Committee will keep a record of people who have attended the event for more than 15 minutes including name, contact details, time of arrival, and visited accommodation/location on site. Scouts Victoria Attendance Register A record will also be kept of who is in each member cohort and who shares a tent. Victorian Government QR Code check-in service is required for any day visitor or workers. Eumeralla Scout Camp's existing QR Code will be used.
How you will manage a suspected or confirmed case.	If somebody becomes unwell at a Scouting activity, they will need to return home. If they show signs of COVID-19 symptoms, especially fever: • Isolate them from others until they are able to return home • Advise the participant to self-isolate and be tested for COVID-19 • Call 000 if the condition becomes serious, such as difficulty in breathing Explain to them that they should call the COVID-19 hotline 1800 675 398 or contact their GP. If their symptoms include fever, the Leader in Charge should contact the Scouts Victoria Emergency Line on 03 8543 9877.

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Extra care is required during isolation if the unwell person is a youth.	It is important to keep the youth relaxed, and not arouse concern in others. Calmly ask them to follow you away from the space where the main activity is occurring. The youth should remain 2m away from others and wait in a separate area away from others for their parent to collect them. Try to be in-sight of other adults at this time. Leaders need to reassure and support the youth. They should not feel forgotten or criticised by others.
Prepare to notify members and visitors (including close contacts)	The detection of a positive COVID-19 case at a Scouting activity will result in a standard public health response, which could include quarantine of an individual or group, and close contacts, for the required period. It is likely that the Group will be made aware of a potential close contact through being informed directly by the affected person (or their parent) or as part of a follow up of confirmed cases by public health officials or from Scouts Victoria. • Call the COVID-19 hotline 1800 675 398 • Provide attendance records of meetings that the affected person has attended to public health officials • Notify the property owner (e.g. local council, Parks Victoria, etc) • Notify the Scouts Victoria Emergency Line on 03 8543 9877 • Notify WorkSafe Victoria on 13 23 60 if the confirmed case occurs at a workplace • In conjunction with public health officials and Scouts Victoria, notify other attendees that they may have been exposed and follow DHHS advice on quarantine requirements.
Assess whether the premises or parts of the premises must be closed. Prepare to undertake cleaning and disinfection at the premises. Prepare to re-open the premises.	Depending on the location of the contact, the venue may need to be closed to enable clean and disinfect of the spaces where the people in attendance may have been. Permission should be obtained from Scouts Victoria before restarting activities.
Establish a system to screen members and visitors before attending.	As required under Scouts Victoria directions, no member is to participate if they are unwell, especially if they have cold or flu-like symptoms.

Avoid interactions in enclosed spaces

Avoid interactions in enclosed spaces by moving as much outside as possible	Promote use of outdoor activities, including meals etc
Enhance airflow	Open windows where possible for indoor activities. Marquees with two open sides are classified as outdoors

Food and Drink

Where possible, members should bring their own food for their own consumption and not share food.

Where food is provided:

Provision of Food and Drink should be within Hospitality service COVID Guidelines

- General hygiene, cleaning and physical distancing rules apply
 - Hand washing before and after
 - Food is only provided in outdoor settings
 - Cooks and servers should wear face masks
 - Food should be taken away or consumed while remaining seated
 - No self-serve buffet-style service - diners should be provided with an individual serving
 - Consider pedestrian management to maintain one way flow and reduce potential for congregation around the food servery
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