B'Rush Ski Lodge

COVID Safe Plan
3 Gallows Court, Hotham Heights VIC 3741

February 26, 2022 V.2.0

1 Use and Occupation of Lodge

1.1   General requirements

There are numerous resources issued by government in relation to the COVID pandemic including general hygiene and individual protection. In relation to general hygiene and individual protection, Government Covid-19 guidelines have been the key reference and specify that all individuals should:

- Practice Good hygiene (see websites below)
- Cover your mouth when coughing and sneezing
- Wash your hands with soap and water
- Wash down surfaces in frequent use
- Use alcohol-based hand sanitisers
- Stay at home if you are sick (self isolate)
- Practice social distancing – maintain safe distances to other people, avoid large gatherings if they are not essential

Further information on guidelines for ensuring a COVID safe environment may be found at the following links:

   https//www.dhhs.vic.gov.au/coronavirus
   https//www.coronavirus.vic.gov.au/tourism-and-accommodation-sector-guidance

To assist members and their guests to comply with these requirements there are sanitising stations installed strategically around the Lodge as well as signage in relation to cleaning requirements and appropriate cleaning products that are located throughout the Lodge. If you have any questions about this Plan please ask the Lodge Manager who will be able to assist you.

1.2   Restrictions on attendance B'Rush Ski lodge

Member(s) or Guest/s shall not be permitted to attend the Lodge if:

- They are or have been infected with COVID19 and have not recovered and are clear of the infection (ie COVID negative)
- They have been in a Covid Hot Spot (or Red Zone) as designated by the Australian Government immediately prior to visiting the Lodge and have not been through the required quarantine/isolation period and have not tested negative for COVID19

- They are subject to a quarantine notice, self-isolation notice or similar
- They have or may have been in contact with a known infected person and have not tested negative for COVID19 after the expiration of the incubation period (nominally 14 days)
- They are unwell and/or are showing symptoms of COVID19 and have not tested negative or those test results are not yet available

1.3   Occupation of Lodge

Due to various government restrictions and guidelines, the use of the Lodge during the COVID pandemic will change in the following ways:

- Brush encourages however there is no current requirement for a guest to be vaccinated
- There is no current COVID19 restriction for guests to the Lodge to wear face masks
- All people attending the lodge must check in using the displayed QR code
- There is no current COVID19 restriction in the number of people using the Lodge at any one time
- There is no current COVID19 restrictions as to how internal spaces can be used
- There will be a greater focus on continuous cleaning and hygiene
- All workers, being the Lodge Managers and any worker attending the lodge to provide services, aged over 12 years and 2 months, must provide vaccination proof to the Lodge Manager or Booking Officer prior to or on arrival at the lodge
- All workers must record their details in the COVID19 Vaccination Status Register provided by the Lodge Manager or the Booking Officer
- All workers, being the Lodge Managers and any worker attending the lodge to provide services, aged over 12 years and 2 months, is recommended to wear a face mask
- There are reporting and care requirements in the event that a patron is infected by COVID19 previously or whilst at the Lodge, or if they display COVID like symptoms

1.4   Maximum Allowable Numbers

The Club is licensed to accommodate 40 guests at any one time. The Victorian Government released revised Industry Restart Guidelines – Accommodation on the 24th May 2021 and Restricted Activity Directions from time to time.   The capacity restrictions outlined in the guidelines are such that the Lodge is able to operate provided guests check in using the QR code and the density quotient guidelines are met in indoor areas.

Refer to Appendix A for maximum allowable numbers in indoor areas.

1.5   Scanning QR Code

It is a Victorian Government requirement that all members and guests shall register their attendance at the Lodge on initial arrival and each day during their stay by scanning the QR code located in the entry foyer and inputting their personal details. The Lodge Manager shall request each guest to verify they have scanned in by showing the check in

confirmation on their phone. No manual recording of details is permitted and if a guest is unable to scan the QR code to check in they shall contact the Lodge Manager prior to entering the Lodge so the Lodge Manager can scan them in upon arrival. No person shall be permitted to stay in the Lodge unless they have been scanned in (children must be scanned in by their parents).

Refer to Appendix B for the Brush Ski Lodge QR Code posters displayed at the Lodge entry to be used for check-in.

1.6   Lodge cleaning

The Lodge Manager (or Booking Officer when there is no Lodge Manager in attendance) is responsible for ensuring the lodge is cleaned to the required standard, adhering to Covid-19 infection control requirements and provide safe accommodation. It is also a requirement that every individual staying at the Lodge ensures a clean and safe accommodation environment by cleaning up after themselves in common areas and complying with the cleaning protocols in their own bedroom and ensuite.

Refer to Appendix C for the Lodge Cleaning Protocols and Cleaning Checklist for Lodge Areas.

1.7   Actions in the Event of a COVID contamination in Lodge

If a person staying in or visiting the Lodge has or contracts COVID19 while at the Lodge or tests positive to COVID19 within 48 hours after staying or visiting the Lodge, the following process will be undertaken subject to any modifications where the infected person has already left the Lodge premises:

- The infected person will immediately be isolated and then transferred to suitable premises/accommodation/hospital. Transfer of the infected person will follow any specific requirements issued by the DHHS Victoria.
- The Lodge will be shut down as quickly as possible and all occupants will be required to vacate the premises. All occupants will be advised to self-isolate and undergo testing.
- DHHS Victoria will be advised of the infection and the Club will follow any direction issued by the Department or their delegate. The Department will be issued with a list of all occupants/contacts by the Club Manager without delay.
- The MHRMB will be advised of the infection and the Club will follow any direction issued by the Board or their delegate.
- The Club will organise a deep clean of the Lodge. No subsequent occupation will be permitted until such cleaning is complete. If more than 7 days has passed since the person with suspected/confirmed COVID19 visited or used the Club facilities, then the Club may wish to give consideration as to whether a deep clean is necessary in accordance with DHHS Victoria guidelines.
- All members of the Club will be advised of the infection.

If a person has symptoms of COVID but the infection is not yet confirmed, the following process will be undertaken:

- The person who has the symptoms will be required to have a COVID test without delay.
- The person will be isolated in their bedroom until such time as the COVID test is confirmed. If that person is a minor their parent or guardian will be responsible for the care of that minor and that parent/guardian will also be isolated.

- The Club will inform all guests staying in the premises of the potential risk of infection. Additional cleaning may be required in the areas the person has accessed.
- The person may choose to vacate the Lodge prior to the outcome of a COVID19 test. In this instance, the guest will be required to inform the Club of the results of the COVID test.
- The Club will monitor the COVID test status or be informed of the departure of the guest. The name and contact details of that guest will be supplied without delay to the Club.
- The Club will follow up the guest to confirm the results of the COVID test. If that test is positive, the Club will immediately inform all other persons that have occupied the Lodge in that week of that status and commence the process set out above for a COVID infection.

Authorised by David Robinson
Brush Ski Club Committee Member, on behalf of the Brush Ski Club Committee

Risk Management Response and Action Plan

COVID19 is a very specific risk to the operation of the Lodge. While there are numerous components of the risk (e.g. 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 Risk Assessment

Risk Control Strategy: Promote good hygiene and cleaning protocols within the Lodge to achieve effective infection prevention and control.

Strategy	What are the risks / issues	What actions to take
Vestibule (Entry)	• Contamination when persons enter and touch surfaces, door handles, security lock	• Ensure social spacing & restriction of numbers if a DQ applies
Ski shedding / storage room	• Contamination when persons enter and touch surfaces, door handles	• Ensure social spacing & restriction of numbers if a DQ applies
Drying room	• High risk infection area due to communal storage of ski clothes exposed to resort facilities that may be contaminated • Contamination when persons enter and touch surfaces, door handles	• Ensure social spacing & restriction of numbers if a DQ applies
Foyer	• Contamination when persons enter and touch surfaces, door handles	• Manager to greet guests upon first arrival to explain the COVID Safe Plan • Guests and Members to sign in using the QR Code reader and complete details. Manual sign-ins not permitted. • Use of hand sanitiser station when entering and leaving • Ensure social spacing & restriction of numbers if a DQ applies
Kitchen	• 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 and ovens • Contamination from food preparation	• Clean surfaces before and after use • Use the hand sanitiser station when you enter and leave • Disposable gloves are available to use where required • Refer to specific guidance on use of the kitchen via signage • Ensure social spacing & restriction of numbers if a DQ applies
Dining room	• High risk infection area due to communal eating situation • Contamination when persons enter and touch surfaces,	• Cleaning/sanitising the tables is required before and after every meal • Ensure social spacing & restriction of numbers if a DQ applies

Strategy	What are the risks / issues	What actions to take
	tables, chairs	
Lounge room	• High risk infection area due to communal seating situation • Contamination when persons enter and touch surfaces, sit on seats	• Ensure social spacing & restriction of numbers if a DQ applies
Mezzanine (Games and TV room)	• Contamination when persons enter and touch surfaces, door handles, equipment and remote controls	• Cleaning (controllers and control surfaces) when you arrive and before you leave • Ensure social spacing & restriction of numbers if a DQ applies
Bedrooms	• Infection transfer by pillows, linen, doona covers, blankets and door handles	• Comprehensive cleaning of bedrooms before guests arrive and after they leave. • Guests are required to bring their own linen or use the linen service • Sleeping bags not allowed
Bathrooms	• Contamination when persons enter and touch surfaces, door handles, toilets, taps, hand basins and shower facilities	• Cleaning of shared bathroom high frequency touch points when you arrive and before you leave is required • Guests are required to bring their own towels or use the linen service and remove at the end of their stay • Ensuite bathrooms are only to be used by the guests for that room • Shared bathrooms, ensure social spacing & restriction of numbers if a DQ applies
Members Store (Members only)	• Contamination when persons enter and touch surfaces, door handles and equipment	• Ensure social spacing & restriction of numbers if a DQ applies
Laundry	• Contamination when persons enter and touch surfaces, door handles, sinks, washing machine and dryer	• Hand washing when entering and leaving • Ensure social spacing & restriction of numbers if a DQ applies
Sauna	• Contamination when persons enter and touch surfaces and door handles	• Cleaning control and surfaces before and after use
Spa (outdoor)	• Contamination when persons enter and touch surfaces and door handles	• Cleaning control and surfaces before and after use

Appendix A - Brush Ski Lodge Capacity

Limit: (40) persons (including Lodge Managers)

Under current COVID19 rules there is NO DQ (Density Quotient)

Maximum Indoor Capacity Limit (plus Outdoor Spa) (Bedroom Limit indicated by beds*)

Space	Area	Density Quotient: 1 person/2sqm	Density Quotient: 1 person/4sqm
Vestibule	8	4	2
Ski Shedding/Storage	16	8	4
Drying Room	18	9	4
Laundry	8	4	2
Foyer	16	8	4
Kitchen	24	12	6
Dining	32	16	8
Male Bathroom	17	8	4
Female Bathroom	13	6	3
Lounge	32	16	8
Mezzanine	22	11	5
Cinema Room	21	10	5
Member Storeroom (not public)	18	9	4
~~Sauna *(Closed)*~~	4	~~2~~	~~1~~
Lower Shower/WC area	12	6	3
Spa (*Outdoor*)	16	8	4
Bedroom 1	21	6*	5
Bedroom 2	21	5*	5
Bedroom 3	18	5*	4
Bedroom 4	21	5*	5
Bedroom 5	19	6*	4
Bedroom 6	21	5*	5
Bedroom 7	18	5*	4

Space	Area	Density Quotient: 1 person/2sqm	Density Quotient: 1 person/4sqm
Bedroom 8	21	5*	5
Bedroom 9 (Managers)	14	2*	2

Appendix B - BRUSH Ski Lodge QR Code poster
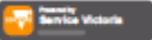
Appendix C - Lodge Cleaning

Protocols (based on Victorian DHHS Guidelines)

	Method/Approach	Actions
	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 sanitiser 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	Disinfect according to cleaning checklist. Light switches, doorknobs, stairway handrails and tap handles are just a few of the areas you will need to disinfect.
	Fabrics 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.
	Wash all linen at the highest heat setting recommended by the manufacturer	Linen includes doona covers, sheets, pillowcases and towels. Wear mask and gloves when handling dirty laundry.

General Cleaning Checklist for Lodge Areas

Area	Items to Clean/disinfect	
Entry/Ski Store/Drying Room/Foyer/Corridors	Door knobs / handles Door Keypads Light switches / powerpoints Stair rails	Bench Seat Window winder handles Telephone box
Kitchen	Light / fan switches - powerpoints Cabinet handles and pulls Sinks, benchtops Dishwashers	Fridges – handles, internal areas Window winder handles Ovens/microwaves Kettles/toasters
Bathrooms/Ensuite	Door handles Shower curtains/doors Showers Sinks Benchtops	Tap handles and spouts Mirrors Toilets Bench Seat (Mens) Heated rails (Ensuites)
Dining	Door knobs Light switches Weather Station controls	Tabletops/seats Window winder handles Railings
Lounge	Door knobs Light switches Lounges Tabletops	Window winder handles HiFi controls Fire tools
Mezzanine (Games)	Light switches / powerpoints TV remote controls	Rails Window winder handles
Cinema	Light switches / powerpoints Remote controls (includes projector) DVDs	Door handles Window winder handles
Bedrooms	Door handles Light switches / powerpoints Hangers and luggage racks	Bedding – doonas, pillows, linen Window winder handles Bunk rails

	Bedheads	Ladder rails
Sauna	Door handle Controls	Benches Water ladle
Spa (Outdoor)	Door handle Gate latch Controls	Benches Rails