



South Gippsland Gliding Club COVID-19 SAFETY PLAN - V3 (updated 13 January 2022)

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1. Version Control

This document shall be treated as a living document and will be updated from time to time. Once printed this document cannot be controlled, for the most up to date version of this document log into the Members Area of the South Gippsland Gliding Club website [Members Area – South Gippsland Gliding Club \(sggc.org.au\)](https://www.sggc.org.au)

Date	Version	Description of Changes	Approved	Comments
1 November 2020	1.0	Initial version created based upon LKSC template	Committee	Thanks to LKGC for the template.
18 October 2021	2.0	Updated for return to flying post lockdowns	Committee	To be revised once the Victorian State of Emergency ends
13 January 2022	3.0	Updated based on widespread Omicron infections	Committee	



2. Introduction

The purpose of this COVID-19 Safety Plan (**Plan**) is to provide an overarching plan for the implementation and management of procedures by the South Gippsland Gliding Club (SGGC) to support the club, its Members and Guests for the resumption of normal club activities.

In this document the term “members and guests” should be read as meaning anyone visiting Leongatha airfield associated with SGGC’s operations, including all SGGC members, guests, instructors, volunteers, visitors, and their families. The arrangements set out in this Plan are intended to prevent the transmission of COVID-19 among the SGGC members, guests, and the broader community.

The Plan provides the framework to govern the general operation of SGGC and the behaviour of all members and guests and the monitoring and reporting of the health of attendees during SGGC’s operations.

This Plan is subject to all regulations, guidelines and directions of the relevant government and public health authorities.

3. Key Principles

The Plan also accepts as key principles that:

- The health and safety of members and guests and the broader community is the number one priority,
- Everyone intending to come to and when arriving at the airfield needs to be engaged and briefed on the SGGC COVID 19 plan.
- Facilities have been assessed and appropriate plans are developed to accommodate and maintain upgraded hygiene protocols, physical distancing, and other measures to mitigate the risk of transmission of COVID-19, and
- At every stage SGGC must consider and apply all applicable State Government and local restrictions and regulations. SGGC needs to be and remain prepared for any localised outbreak at our facilities (or in the local community).

4. Responsibilities Under this Plan

SGGC is responsible for the management and implementation of the activities and operations outlined in this Plan.

The Committee of SGGC have approved and will oversee the implementation of this plan, will update this plan as required, ensuring it reflects up to date information from government and public health officials.

The committee has appointed the SGGC COVID-19 Safety Coordinator (refer first page) to execute the day to day delivery of the plan and to act as the point of contact for information relating to the plan. The COVID-19 Safety Coordinator will be responsible for the following:

- Periodically reviewing the effectiveness of the COVID-19 Safety Plan and advising the committee accordingly,
- Ensuring that the plan is updated where necessary based on evolving information, and
- Acting as the contact point for the SGGC’s members and guests – particularly around questions relating to actions SGGC has taken to be COVIDSafe.

SGGC expects all members and guests to:

- Comply with the health directions of the Victorian government public health authorities as issued from time to time;
- Understand and act in accordance with this plan as amended from time to time;
- Comply with any testing and precautionary measures implemented by the government, health authorities and/or SGGC;



- Act with honesty and integrity regarding the state of their personal health and any potential symptoms; and
- Monitor their health and take a cautious approach to self-isolation and not attending the airfield with potential symptoms.

5. COVID Arrangements and Protocols

This plan outlines specific requirements that SGGC will implement for the foreseeable future of its day to day operations.

SGGC will monitor public health guidelines and consult with relevant authorities as required to identify criteria for increasing (or if necessary, or scaling back) its COVID-19 prevention actions.

6. Principles of Operations

No.	Participation Stage	Principles to be Adopted by all People Attending SGGC's Operations
1	<i>Before attending the airfield</i>	<ul style="list-style-type: none"> • Attendance is conditional on having a current Covid-19 vaccination as recommended by the Victorian government health authorities, unless an exemption is approved for medical reasons. • Read, understand and comply with the actions required of this Covid-Safe Plan (available on the SGGC website via the members' area). Please note this has been revised in January 2022 and therefore should be re-read by all. • Read through the SGGC Covid-19 Screening Checklist (available on the SGGC website via the members area) and confirm you can answer the questions as required. • Brief any family members and guests you intend bringing to the airfield on these requirements. You are responsible for ensuring your family members and guests also follow these Covid-19 Risk Minimisation Protocols and plan.
2	<i>Immediately upon arrival at the airfield</i>	<ul style="list-style-type: none"> • Avoid physical greetings (i.e. hand shaking, hugging etc.). • Sanitise your hands thoroughly. • Re-read through the SGGC Covid-19 Screening Checklist and confirm you and your family members/guests can still answer all the questions as required. • If you and your family members / guests can answer the SGGC Covid-19 Screening Checklist questions as required, sign in on the declaration sheet provided. Ensure your family members/guests also sign the declaration. • Remain outside the hangar unless signing in, performing a Daily Inspection, performing maintenance, flying the simulator or moving aircraft or equipment. <p>You must leave the airfield if you or your family members / guests cannot answer the questions as required and call the SGGC Safety Officer.</p>



No.	Participation Stage	Principles to be Adopted by all People Attending SGGC's Operations
3	During Flight Operations on the Airfield	<ul style="list-style-type: none"> • The requirement to wear masks in the cockpit is encouraged and their use will be at the discretion of the pilot in command (PIC). As a general guide, most instructors at SGGC will be requiring all trainees and passengers to wear a mask whilst in the cockpit. • In two-seat gliders, where serviceable, the air scoop on the clear view window must remain open at all times during flight. Where the air scoop is not serviceable, the clear view window will remain fully open at all times. The forward air vent in the glider must also be open at all times during flight. • Physical distancing (>1.5m) must be maintained at all times where possible. Constant attention must be made to maintaining physical distancing under the shade gazebo on the airfield. • Retrieving gliders is to be performed with only one occupant in the retrieve vehicle. • Gloves are to be worn, and/or hands are to be thoroughly sanitised before and after each flight. • Cleaning / disinfection of the aircraft cockpit between flights will generally not be undertaken. Cleaning/disinfection of the cockpit may only be performed by a member with a Replacement of Components of Annual Inspector airworthiness rating. • Air Experience Flights (AEF) will generally not be feasible at this stage. This restriction will be reviewed on an ongoing basis.
4	If attendee develops COVID-19 symptoms during operations	<p>The following principles will be adopted is a person develops symptoms during operations:</p> <ul style="list-style-type: none"> • Isolate the person and limit further contact as far as practical. • Assess the persons current condition and make arrangements to ensure their safety and ongoing care. Promptly contact emergency services if applicable. • Review the COVID sign in sheet to double check the record of attendees is accurate. • Cease further launches and operations as soon as practicable. • Advise all attendees for the day they should consider themselves a social contact (refer to sign in sheet). Victorian guidance current as of 13 January 2022 is that each social contact must be tested using a rapid antigen test if they have symptoms, or a PCR test if they can't access a rapid antigen test. If they cannot access a rapid antigen test then they should monitor for symptoms and seek a PCR test if symptoms emerge. • COVID Safe Coordinator or SGGC Committee member to follow up subsequent testing results with affected attendee. • COVID Safe Coordinator or SGGC Committee member to inform all attendees on that day of operations of the affected persons subsequent testing results.



No.	Participation Stage	Principles to be Adopted by all People Attending SGGC's Operations
5	If attendee tests positive for COVID-19 within 14 days of participating in operations	<ul style="list-style-type: none">• Any person testing positive within 14 days of attending the airfield must immediately advise the Covid Safe Coordinator or an SGGC Committee Member.• As soon as notified, the Covid Safe Coordinator or Committee Member must obtain the COVID sign in sheet and daily flight records documenting who was at the airfield during the time the person was at the airfield, and specifically highlight who may have flown with the affected person.• Advise all attendees for the day (refer to sign in sheet) they should consider themselves a <i>social contact</i>. Victorian guidance current as of 13 January 2022 is that each <i>social contact</i> must be tested using a rapid antigen test if they have symptoms, or a PCR test if they can't access a rapid antigen test. If they cannot access a rapid antigen test then they should monitor for symptoms and seek a PCR test if symptoms emerge.• COVID Safe Coordinator or SGGC Committee member to follow up subsequent testing results with affected attendees.• COVID Safe Coordinator or SGGC Committee member to advise all attendees on that day of operations of the affected persons subsequent testing results.

7. External Guidelines / Reference Documents

The National Coronavirus Helpline is 1800 020 080 (24-hour help line).

VIC Government - Good Hygiene Practices <https://www.dhhs.vic.gov.au/staying-safe-covid-19>

DISINFECTING COCKPITS AND ASSOCIATED AVIATION (GFA AN179 Issue 2)

http://doc.glidingaustralia.org/index.php?option=com_docman&view=document&alias=2696-gfa179an-issue-2-cockpit-disinfection-2020-05-25&category_slug=an-151-200&Itemid=133&highlight=WzE3OV0=