



Telemark Lodge
Telemark Place, Perisher Valley

Telemark Lodge ***COVID Safe Plan***

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. Members and guests are referred to the NSW Government Guidelines found at <https://www.nsw.gov.au/covid-19/stay-safe/rules> to keep up to date on any Covid related Government requirements. Members and guests are also referred to the *NSW Health Fact Sheet – COVID-19 information for people in the NSW Snowfields* attached to this Plan.

There are also appropriate cleaning products located in the stores. Professional cleaning services are also available through Bev Mills 0412 452 573.

1.2 Attendance at Telemark lodge and action in the event of Covid positive case

- Members and guests are asked to stay at home if they are unwell and/or have Covid 19 related symptoms and they do not have a negative test result prior to their intended stay at Telemark.
- In the event of a member or guest testing positive to Covid 19 while staying at Telemark:
 - **they are asked to leave the lodge as soon as reasonably practicable and return directly to their normal place of residence. Members and guests are asked not to self isolate in the lodge for the remainder of their booking but rather return directly to their normal place of residence;**
 - while leaving the lodge and returning home, the infected person should use appropriate personal protective measures (ie, wear a facemask, gloves and stay 1.5 meters away from any other person) and follow the guidance in the *NSW Health Fact Sheet – COVID-19 information for people in the NSW Snowfields* attached;
 - in the event a person is diagnosed at a time when they cannot immediately return home, they are asked to self isolate in an available room until such time as it is reasonably practicable for them to leave and follow the advice in the *NSW Health Fact Sheet – COVID-19 information for people in the NSW Snowfields* attached;
 - any remaining guests are asked to ensure that all surfaces the infected person has come into contact with are disinfected;
 - please immediately notify a member of the Covid Committee identified below.
- The Covid Committee will consider on a case by case basis any additional deep cleaning requirements prior to the next booking entering the lodge.

1.3 Items not supplied

For the time being we will continue with the requirement for members and guests to bring down the following:

- Bed sheets and pillow cases (always the case)
- Doona covers
- Tea towels

1.4 Lodge cleaning

It is no longer a requirement to use external professional cleaners on departure. The usual strict cleaning requirements for Telemark departures are in place. Members and guests may still use the approved external

cleaner Bev Mills 0412 452 573 should they choose to do so. We attach a **Covid cleaning checklist** for guidance in respect of areas to be cleaned and disinfected prior to departure.

Members and guests are required to ensure the huts are left in excellent condition for the next guests including:

Sauna, sauna firebox and fireplace– Clean, place ash in STEEL garbage bins in T1 Woodshed garbage room, reset fireplace and sauna;

Woodshed – tidy

Bedrooms – leave doonas flat on beds, fold blankets and return to cupboards;

Refrigerators and Freezers – empty, wipe clean and leave open

Stove – clean oven, grill and stovetop thoroughly

Doors and windows – make sure all doors and windows are closed including internal doors.

1.5 COVID COMMITTEE KEY POINTS OF CONTACT –

Kate Andrews – **0402 207 045**

Carl Groom – **0412 462 328**

Yngve Amundson – **0407 498 318**

Peta Howe - **0410557667**

Risk Management Response and Action Plan

COVID19 Pandemic Risk

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 is the focus of this analysis.

COVID19 Action Plan

Strategy	What are the risks/issue	What actions to take
Promoting good hygiene and cleaning protocols within the Lodge to achieve infection prevention and control.		
Ski room/entry	<ul style="list-style-type: none"> Contamination when persons enter and touch surfaces, door handles, security lock 	<ul style="list-style-type: none"> Provide hand sanitizer station COVID safe signs displayed
Kitchen	<ul style="list-style-type: none"> 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, ovens, Contamination from food preparation Social distancing constraints 	<ul style="list-style-type: none"> Daily cleaning/sanitizing COVID safe signs displayed Provide hand sanitizer station All condiments to be removed. Guests advised to bring their own supplies and remove after their week. All tea towels to be removed and guests advised to bring their own otherwise paper towels are to be used. Guests asked to use dishwasher as much as possible (except pewter). Provide boxes of disposable gloves. Provide specific guidance on use of the kitchen via signage
Dining room	<ul style="list-style-type: none"> High risk infection area due to communal eating situation Contamination when persons enter and touch surfaces, door handles, heaters, windows, tables, chairs Social distancing constraints 	<ul style="list-style-type: none"> Small lodge will have sanitation stations placed in kitchen and other areas. Cleaning/sanitizing after every meal COVID safe signs displayed
Lounge room	<ul style="list-style-type: none"> High risk infection area due to communal seating situation Contamination when persons enter and touch surfaces, door handles, sit on seats Social distancing constraints 	<ul style="list-style-type: none"> Small lodge will have sanitation stations placed in kitchen and other areas. COVID safe signs displayed
Bedrooms	<ul style="list-style-type: none"> Infection transfer by pillows, linen doonas, blankets, heaters, windows 	<ul style="list-style-type: none"> Cleaning/sanitizing on vacating lodge Guests advised to bring own pillow cases, sheets and doona covers (or equivalent).

		<ul style="list-style-type: none"> Small lodge has COVID safe signs displayed in kitchen and other areas.
Bathrooms	<ul style="list-style-type: none"> Contamination when persons enter and touch surfaces, door handles, sinks, shower facilities, heaters, windows 	<ul style="list-style-type: none"> Cleaning/sanitizing on vacating lodge Hand washing notices required Small lodge has COVID safe signs displayed in kitchen and other areas
General use areas	<ul style="list-style-type: none"> Contamination when persons enter and touch surfaces, door handles, heaters, windows Door handles, railings 	<ul style="list-style-type: none"> Cleaning/sanitizing on vacating lodge Small lodge will have sanitation stations placed in kitchen and other areas Small lodge will have hand washing notices and COVID safe signs displayed
Laundry	<ul style="list-style-type: none"> Contamination when persons enter and touch surfaces, door handles, sinks, washing machine, dryer, storage, heaters, windows 	<ul style="list-style-type: none"> Cleaning/sanitizing on vacating lodge Small lodge will have hand washing notices and COVID safe signs displayed
Drying room/cupboard	<ul style="list-style-type: none"> 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, heaters 	<ul style="list-style-type: none"> Must be cleaned and sanitised on vacating lodge.
General	<ul style="list-style-type: none"> Provide tools for people to use to self check and sanitize. 	<ul style="list-style-type: none"> Forehead thermometer in lodge first aid boxes. Masks in (or near) first aid boxes Set of PPE equipment – gown, gloves, eye protection in (or near) first aid boxes. Ensure adequate supplies are available
Woodshed	<ul style="list-style-type: none"> Woodshed – Contamination when persons enter and touch surfaces, door handles, heaters 	<ul style="list-style-type: none"> Cleaning/sanitizing on vacating lodge COVID safe signs displayed
Ash/Waste room	<ul style="list-style-type: none"> Contamination when persons enter and touch surfaces, door handles, bins 	<ul style="list-style-type: none"> COVID safe signs displayed Disposable rubber gloves provided and wipe down surfaces upon vacating lodge
Sauna	<ul style="list-style-type: none"> Contamination when persons enter and touch surfaces, door handles, sinks, shower facilities, heaters, window 	<ul style="list-style-type: none"> COVID safe signs displayed If used during stay, normal cleaning with soap and water and prior to departure run at high temperature for one hour.
Visitors	<ul style="list-style-type: none"> Contamination when outside persons enter the lodge and touch surfaces, door handles and use toilet facilities 	<ul style="list-style-type: none"> COVID safe signs and cleaning and sanitation stations throughout lodge.

Telemark Ski Lodge

Cleaning guidelines to help prevent the spread of COVID-19 based on Federal/State Guidelines, 2020

	Method/Approach	Actions
	Ventilate rooms before you clean.	Allow fresh air to circulate for at least 20 minutes. If possible, leave all windows open during the entire cleaning process.
	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 sanitizer 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.	Light switches, doorknobs, and tap handles are just a few of the areas you'll need to disinfect.
	Lounges 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.
	Clean Linen to be brought in and removed by guests each visit.	That includes sheets, pillow cases, pillow protectors, doona covers (or equivalent) as well as kitchen tea towels.
	Consider vacuum risks	Change vacuum filters every vacuum cycle.

General Cleaning Checklist for Lodge Areas

Area	Items to Clean/disinfect	
General	Doorknobs/surfaces Cleaning appliances: Fans and lamp chains Garbage and recycling bins Hairdryers Hanging space Ironing boards and irons Keys/keypads	Laundry – sinks, washers, storage Light switches/pulls Railings Tabletops Thermostats/heaters Window sills and window handles Vacuum cleaners Washer/dryer units
Kitchen	All utensils, appliances, pots/pans, etc Cabinet handles and pulls Doorknobs Dishwashers Condiments: oil, salt and pepper shakers, commonly used spices and containers, etc.	Kitchenware that isn't dishwasher safe Sinks, benchtops Ovens/microwaves Fridges – handles, internal areas Window sills and window handles
Bathrooms	Shower curtains/doors Showers and tubs Sinks	Tap handles and spouts Toilets Window sills and window handles
Dining	Doorknobs Railings Lamp chains/switches Light switches/pulls	Railings Tabletops/seats Window sills and window handles
Lounge	Doorknobs Railings Lamp chains/switches Light switches/pulls	Lounges especially arm rests Railings Tabletops Window sills and window handles
Bedrooms	Hangers and luggage racks Bedheads/foot Nightstands/side tables	Cupboards/dressers Bedding – doonas, pillows, linen Window sills and window handles
Woodshed	Wood chopping equipment.	
Sauna	Benches, operating switches, hose	

