APSI Covid-19 safe plan (Ver 21.3)

This plan describes the APSI's anticipated return to on-snow operations in a 2022 COVID environment. The plan provides processes and procedures to guide staff on how to keep themselves and their candidates safe by practicing Covid Safe behaviours.
This plan will be regularly reviewed as the regulatory and operational situations at ski resorts and the Public Health Authorities of the State Governments (in particular New South Wales & Victoria) change over the Winter season.
This Plan is based on State Government Policies, Resort Policies, and APSI best practice.
All APSI staff members are required to comply with this plan.
All staff should stay as up to date as possible with the current COVID-19 situation which can be rapidly moving. Correspondence will be sent to all staff in the case of changes as well as via our website.

Required Approvals for APSI Events to Run

- Approval may be required from each ski resort for any event to be run.
- NSW and / or Victorian Park authorities authorisation for tour operators to be able to operate.
- Should an outbreak occur during an event it will be cancelled, and candidates will receive either a refund or a credit.

Operational Guidelines

APSI Events

- Ensure you have a candidate list, and each day checking with candidates if they have:
    1. Covid Symptoms
    2. Been exposed to anyone with Covid-19 in the past 14 days.
- Use QR check-in codes as directed at resorts to enable seamless check-in for contact tracing related to coronavirus (COVID-19).
- Follow resort guidelines for the use of chairlifts and other facilities.
- We recommend the use of facemasks if indoors and where social distancing cannot be maintained. Please check with the APSI office before an event to be updated with the resort policy.

- If no suitable facility is available for indoor sessions these sessions may be run in the evening over Microsoft Teams. Please contact the office as soon as possible if remote indoor sessions are required.
- Maintain 1.5m social distancing at all times.
- Describe, but do not physically manipulate a candidate as a correction.
- All Trainers must carry hand sanitiser during an event. If the trainer must purchase hand sanitiser the purchase will be reimbursed.

Injury

- In the event of an injury to a candidate or trainer, only breach physical distancing if the situation is urgent.
  - Call ski patrol for assistance if required.
  - Complete an incident report.

Office

- Maintain 1.5m physical distancing.
- Wash hands regularly.
- Clean all regularly touched surfaces daily, doorknobs, handrailing, desks, kitchen surfaces and bathroom sinks.

Hygiene Reminders

- No hand-to-hand contact, i.e. handshakes, high fives, ect.
- Wash hands regularly as first action for hygiene. Use sanitiser as a secondary option.
- Avoid touching your face.
- Wash hands before you put on your gloves, googles, helmet or buff and after you take them off.
- Wash face coverings (I.e. Buffs) and gloves each day.
- No sharing of equipment or clothing.
- Face Masks must be carried at all times and worn as directed by relevant authorities with reference to both indoor and outdoor activities.
- Cough or sneeze into your elbow covering both your nose and mouth.
- Avoid talking directly at your candidates if breathing heavily due to the physical exertion of skiing.
- No spitting.

Suspected COVID Symptoms in Candidates or Trainers

Trainers

- Do not attend work if displaying COVID like symptoms. Call your Technical Director immediately. If you cannot reach your Technical Director, call the APSI Office.
- **Get Tested -** Anyone with symptoms of COVID-19, even mild symptoms, should test using a rapid antigen test or at a COVID-19 testing clinic.
- **If you test positive:**
  1. Advise your Technical Director immediately. If you cannot reach your Technical Director, Call the APSI office.

2. Follow the directions provided in your state:
    - Department of Health Victoria: [Checklist for COVID cases | Coronavirus Victoria](#)
    - New South Wales Health: [Testing positive to COVID-19 and managing COVID-19 safely at home | NSW Government](#)

Candidates

- If candidates present with COVID like symptoms they must leave the event.
- If staff or a candidate develops COVID like symptoms and needs to leave the event, an incident report form must be filled out.
- If a trainer develops symptoms and a replacement trainer can't be found before or during an event, candidates may either receive a refund or credit.
- If a candidate develops symptoms and a replacement can't be found before or during an event and brings the course below the minimum numbers, then the candidates may receive a refund or a credit.

More information

- Australian Government Department of Health: https://www.health.gov.au/
- Department of Health Victoria https://www.coronavirus.vic.gov.au
- New South Wales Health https://www.nsw.gov.au/covid-19
- If you have any questions regarding this plan please contact:
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