

COVID-19 safety plan

Use this form to document your thinking about how you and your workers will keep safe at work during the COVID-19 pandemic. Provide as much information in response to each question as possible. This information will help your workers and other people to know exactly what to do and what to expect.

The COVID-19 pandemic is an evolving situation – review your plan regularly and make changes as required.

There is guidance on what to think about when you're planning a safe return to work here: <http://www.worksafe.govt.nz/>

You **don't** need to send this plan to WorkSafe for review or comment.

Company details

Business name: Mountains to Sea Conservation Trust	Manager approval: Yes	Worker representative consultation: Yes
Division/group: Whitebait Connection/ Experiencing Marine Reserves	Name of manager: Kim Jones Samara Nicholas	Name of worker representative: Sophie Journee, Laura Torre, Lorna Doogan, Nicholas Naysmith
Date completed: 11/08/20		
Date distributed: 11/08/20		
Revision date: 07/12/21		

Refer to the WorkSafe guidance for constructing a COVID-19 safe work plan for full details.

	DESCRIBE WHAT YOU WILL DO	WHO IS RESPONSIBLE
What will be done to manage risks from restarting business after lock-down?	<p><i>As we transition into the COVID Protection Framework: Carry out a restart procedure including communicating with any other stakeholders using our work sites e.g. Whangarei District Council Botanica staff, private landowners, public land managers</i></p> <p><i>Changed team structure and workplans.</i></p> <p><i>Changed hygiene requirements (surfaces, separation, toilet accommodations).</i></p> <p><i>Provide a copy of this COVID-19 Safety Plan to all schools, community groups and other organisations that we work with.</i></p> <p><i>Include a reference to this COVID-19 safety plan in our EMR and WBC school agreement forms with text "[The school] warrant/agrees to have read our COVID-19 safety plan which follows the government COVID-19 guidelines and will follow these guidelines as well including in respect to parents and volunteers that they bring along to field trips". It is the responsibility of the school to follow their own COVID 19 Safety Policy.</i></p>	<p><i>Northland/Auckland Regional Coordinators and their site-specific project managers.</i></p> <p><i>Other regions: Regional Coordinators</i></p>

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How will you ensure all your workers know how to keep themselves safe from exposure to COVID-19?

Ensure our procedures are up to date by regular review of Ministry of Health guidance. Reviewing WorkSafe and Ministry of Health guidance regularly and updating our internal advice as needed. Refreshing information regularly to keep safe practices front of mind. Provide information sheets and posters from the Ministry of Health website.

Monthly regional team meetings to discuss how the implementation of this plan is going including any incidents that may have arisen. Discuss hygiene and distancing.

Ensure hand sanitizer and antibacterial wipe supplies are kept topped up.

Develop and share National directive for work in NZ in relation to COVID-19 with every coordinator/contractor. Require all contractors/coordinators to fill in Google Quiz that shows they understand the changes.

Update and circulate Risk Assessment Form to include risks of COVID-19.'

Ask that our contractors and coordinators that have direct contact with schools are fully vaccinated against COVID-19 no later than 1 January 2022 in line with [Education Sector guidelines](#). A copy of the vaccination certificate will be provided to the EMR or WBC National Coordinator by 1 January 2022. Any reasons for exemptions will be considered on a case-by-case basis and should be discussed with a Poutokomanawa or National Coordinator ASAP.

All coordinators will discuss COVID-19 health and safety planning and ensure adherence to our own policy along with any requirements of the school/group COVID-19 policy on the day of field trips and on school property.

Northland/Auckland
MTSCT Co-Director (Kim Jones (WBC) & Samara Nicholas (EMR))
Other regions:
Regional Coordinators

New Zealand Government

	DESCRIBE WHAT YOU WILL DO	WHO IS RESPONSIBLE
How will you gather information on the wellness of your staff to ensure that they are safe to work?	<p>Daily health screening. To find out if workers are well when they come to work, we will require each worker to self-screen using our basic questions about their physical and mental health; do you have any of the following symptoms? A new or worsening cough, a high temperature (at least 38°C), shortness of breath, sore throat, sneezing and runny nose, temporary loss of smell. Rate yourself on a mental health scale of 1-10 (1 being lowest). If they tick any of the symptoms, they will be asked not to work via the form. If they score their mental health at 5 or below, the form will tell them not to work and to discuss with their Regional Coordinator. The Regional Coordinator will follow up with them and offer support. Project managers will be more flexible with when work is done to cater for changes in physical and mental health. An online checklist will be added to the Health and Safety paperwork (Pre-site assessment form).</p> <p>Regional Coordinators have regular discussions with contractors on their health.</p> <p>Follow up procedures with contractors who report feeling unwell.</p> <p>Contact tracing information kept up to date by making sure everyone present on work site is recorded on the Health and Safety paperwork (Pre-site assessment form or contact list or QR code scanning in) by the project leader on the day.</p>	Project delivery leaders
How will you operate your business in a way that keeps workers and others safe from exposure to COVID-19?	<p>We will review guidance on the Ministry of Health website and to be sure we are cleaning surfaces and any equipment the right way with the right disinfectant.</p> <p>As our contractors all work from home and are already set up to do so, no further equipment is required for this.</p> <p>Check, Clean, Dry footwear between sites.</p> <p>At each traffic light level change, discuss which workers will need to come into the workplace and why and how physical distancing and hygiene will be achieved.</p> <p>At each traffic light level change, discuss how we will work with other businesses or people who we interact with to ensure appropriate practices are followed by both their workers and ours. (This helps us meet HSWA overlapping duties too.) Ideally this will be done by Zoom, Google Hangouts or on the phone.</p> <p>Hand sanitizer and antibacterial are supplied and in stock.</p> <p>Regularly develop and share our COVID-19 safety plan with every coordinator/contractor. Require all contractors/coordinators to fill in a Google Quiz that shows they understand the changes.</p> <p>For site specific instructions ensure contractors/coordinators have understood processes by asking them to repeat the process back.</p>	Facilities or site manager to review procedures and order supplies, cleaners to use the new supplies and follow new cleaning procedures

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How will you manage an exposure or suspected exposure to COVID-19?

Ensure workplace contact tracing information is gathered. Keep a register of people entering or leaving workspaces - full name (not nickname), contact telephone number, address (for workers) or the name of the visitor's business, reason for visit and duration. For fieldwork this will be done using the Pre-site assessment form and COVID-19 app QR code. For shared workspaces like He Kakano this will be done with a paper register and COVID-19 app QR code. The paper copy will be uploaded to Google Drive at least weekly. Contact registers will be destroyed after one month as per Privacy Act.

Project Site manager

Contractors/coordinators who are unwell with respiratory symptoms immediately go home, and call Healthline or their GP. Arrange safe transport home immediately and provide all contractors/coordinators with advice on contacting GP and/or Healthline.

Contractors/coordinators with respiratory symptoms who have tested negative for COVID 19 are able to stay home until they've been symptom-free for 24 hours.

Ensure wipe down procedures are done to 'all tools, equipment and surfaces that the (suspected) case has been in contact with are thoroughly disinfected and wiped down in addition to the routine wipe-down and disinfection'.

Project manager to keep in contact with unwell workers and track their progress using whatever method works best e.g., email, text message or Facebook messenger.

	DESCRIBE WHAT YOU WILL DO	WHO IS RESPONSIBLE
<p>How will you evaluate whether your work processes or risk controls are effective?</p>	<p>We need workers' feedback so this will be gathered in monthly Health and Safety Zoom meetings. Foster an open culture of sharing so contractors feel comfortable raising concerns and solutions.</p> <p>Plans will be adapted as we find better/easier ways to do things.</p> <p>We will conduct regular monthly reviews of this plan and communicate those changes to our contractors alongside a Google quiz that will provide us with evidence that they have read and understood the changes.</p>	<p>Co-Directors and Regional Coordinators</p> <p>Contractors</p>
<p>How do these changes impact on the risks of the work that you do?</p>	<p>Regular check-ins with contractors/coordinators about how they are coping with the change to their work schedules. Ask and assess if; the changes have affected current risk management, are there any new critical risks introduced due to the changes, are any new risk controls required?</p> <p>List new critical risks in each Level if and when they are identified.</p> <p><u>New critical risks identified:</u></p> <p>The need to break social distancing requirements when performing first aid. Action – ensure contractors have a mask on hand at all times.</p> <p>The risk of hand sanitizer catching fire on hands or when stored e.g., example from WDC where a contractors hands caught fire after applying 60% alcohol hand sanitizer and touching a metal surface that caused static electricity to ignite a near invisible flame causing first and second degree burns Action: keep hand sanitizer out of the sun and let hands dry fully before touching anything.</p> <p>Community transmission: The risk of breaking social distancing guidelines on field trips (e.g., when looking at invertebrates). We strongly recommend our coordinators wear masks during school delivery, when possible, especially during times where it is difficult to social distance. They must also discuss the school requirements and if the school requires them to wear a mask this must be adhered to.</p> <p>Public transport and regional level differences: All people 12 years or older must wear masks on public transport including aircraft during all traffic light levels. The exception is school buses, but some schools may choose to make it mandatory.</p> <p>Contact tracing and vaccination certificate verification: QR codes must be made for any <u>event</u> run by programme coordinators that is held in a place where there is not already a QR code (e.g., beach, stream, park) and must be location specific. Creating and displaying the QR code will be the responsibility of the event lead coordinator/event controller and will be part of the event plan. MTSCT contractors will use the MTSCT NZ business number (NZBN) 9429043001552. Coordinators outside of Northland and Auckland will use their own Regional providers' NZBN to create their QR codes. Once a QR code is made for an event at a specific location, that same QR code could be used with different groups doing that same event on a different day (e.g., a QR code could be made for 'Goat Island EMR marine reserve community snorkel day' and used by the same coordinators whenever a group visited that area with them for that purpose). The lead coordinator for the event is responsible for ensuring everyone uses the QR code or signs in using a paper copy.</p> <p>The event leader must also assign the role of vaccination verification to a paid coordinator (not a volunteer, unless oversight ensured i.e. in the same registration tent) which can be done via the NZ Pass Verifier app.</p> <p>Contact tracing for school programme delivery will be done by teachers and coordinators with paper/digital forms that are created prior to the day of the programme delivery and checked on the day of the programme delivery. Lists will be kept on the Google Drive.</p> <p>Contact tracing for fieldwork will be on fieldwork Pre-site assessment forms. PSAF's will be kept on the Google Drive.</p> <p>Contact tracing for site recces will be recorded on field intention forms. FIF's will be kept on the Google Drive.</p>	<p>Co-Directors and Regional Coordinators</p> <p>Contractors</p>

Mountains to Sea Conservation Trust (MTSCT) directive

Mountains to Sea Conservation Trust (MTSCT) directive for programme delivery in New Zealand in relation to COVID-19 for:

- MTSCT Contractors
- All programme and regional coordinators of WBC and EMR programmes
- Volunteers for WBC and EMR programmes and activities

Current situation

See the Ministry of Health's website for the [current situation](#) and NZ's [current cases page](#).

The focus is now on protecting New Zealanders with:

- [robust border controls](#)
- continued surveillance and testing
- [contact tracing capability](#) and rapid isolation of new cases
- [public support to prevent any further spread, like good hygiene](#) and The [COVID-19 Protection Framework](#) that will come into effect at 11:59pm on Thursday 2 December, 2021.

We must follow Ministry of Health directives, and these are always evolving.

MTSCT has also prepared the following guidelines for our coordinators, volunteers and contractors based on the government's and Ministry of Health's guidelines for what is permitted and recommended under the different Traffic Light colours of the COVID-19 Protection Framework Levels. You can view the detailed level information here: <https://covid19.govt.nz/traffic-lights/covid-19-protection-framework/>

CRISIS LEVEL DELIVERY PROTOCOL- In relation to managing MTSCT Contracting and EMR and WBC events and programme delivery (note these have been updated to match the COVID-19 Protection Framework – traffic light system):

General info and statements:

Please note that we will continue to seek industry guidance for the traffic light framework, refer to our latest COVID Safety Plan.

EMR and WBC will be operating under the Covid Traffic Light Framework for events and delivery (traffic light system starts 11.59pm 2nd December)

*My vaccine passes will be required for all public events in the COVID Traffic Light Framework (*unless specified otherwise) and the expectation is to be made clear on the event promotion material. e.g.: "Please bring the QR code for My Vaccine Pass on your phone or printed to be scanned & verified on the event. You may need to bring photo ID. Some events may require your vaccination status to be verified prior to registration. We will follow all Health guidelines in our best attempt to keep everyone safe."*

The nature of our mahi - outdoors with good ventilation by default reduces risk of transmission. We also usually only work with one school bubble at a time and we have good record keeping.

All beach boxes/equipment kits should have spare face coverings and hand sanitisers and a means to clean surfaces

For events:

Our team and volunteers need to be fully vaccinated (or have proof of exemption).

Make expectations clear on promo material.

Info to put on event promotional material:

Vaccination passes for all those age 12 years 3 months and over will be required for all public events in the COVID Traffic Light framework for the summer of 2021/22 *unless specified otherwise*

Please bring the QR code for My Vaccine Pass on your phone or printed to be scanned & verified on the event. You will need to bring photo ID. Some events may require your vaccination status to be verified prior to registration.

Distancing and face coverings to be worn when practical.

Example promotional wording : We can't wait to reconnect with you all and to help you explore our big blue backyard. EMR has always strived to be as inclusive as possible with all our public events, however we are in unprecedented times, which means the safety of our crew, volunteers and participants is paramount. Vaccination certificates for all those ages 12 years 3 months and over will be required for all* public events in the COVID Traffic Light framework for the summer of 2021/22 (*unless specified otherwise). Participants under 12 years 3 months of age will need to be accompanied by a fully vaccinated parent or guardian. All participants will need to use face coverings and distance where practical. Please bring the QR code for My Vaccine Pass on your phone or printed to be scanned & verified on the

event. You will need to bring photo ID. Some events may require your vaccination status to be verified prior to registration.

If the event is offered at a public location

Please be aware this event takes place at a public location. Please take extra precautions by wearing face coverings, practise social distancing and use increased hygiene.

If the event is in collaboration with another organisation, have a clear MOU or written communication trail to ensure COVID Safety Plan is followed. Go with the most precautionous approach/plan.

Example promo of positive wording:

Our priority is to get people under the water this summer!

We look forward to working with ALL students at schools/kura, ask for our COVID Safety plan

Red:

Vaccination certificates required. Limit numbers at any one time to 100. Record keeping and scanning will be required. Distancing and face coverings to be worn when practical. Snorkel guides to be buddied up with groups from 1 bubble were practical. Boogie boards to be used to help maintain distancing in the water. Pre-registration encouraged prior to event or on the day (but limited to 100) - expectations made clear on promo!

You can travel around New Zealand at  Red, except for the temporary Auckland restrictions.

TRAVEL INTO AND OUT OF AUCKLAND:

From 3 to 14 December 2021, you can only travel into and out of Auckland for permitted reasons—these are the current rules in use which we'll stick with until the 15th.

From 15 December 2021, you can travel into and out of Auckland for any reason, but you must follow some restrictions:

- You must be fully vaccinated and have your My Vaccine Pass with you

OR

- You must carry evidence of a negative COVID-19 test received within 72 hours before crossing the boundary.

After 17 January 2022, there will be no restrictions on Auckland travel.

TRAVEL AROUND THE REST OF NZ:

From 3 December 2021, you can travel anywhere in New Zealand at Red settings. You can travel for any reason. You do not need a Vaccine Pass, or a negative COVID-19 test. You can travel to and from regions of different colours.

Northlanders will need to wait till the 15th December to travel beyond Auckland without a permitted reason of travel. And, from 15 December, travellers will require a Vaccine Pass OR a negative COVID-19 test, taken within 72 hours, to cross the Auckland air or land boundary—this will apply even if we're driving to the other side of the Auckland region to the rest of NZ.

Orange:

No limits on numbers with vaccination certificates for all those 12 years 3 months and over. Record keeping and scanning will be required. Distancing and face coverings to be worn when practical. Limited to 50 if not requiring vaccination certificates. Face coverings to be worn if possible and social distancing if possible. QR Code must be scanned, and vaccination certificates must be scanned (if using).

Green:

No limits on numbers with vaccination certificates for all those 12 years 3 months and over *unless specified otherwise. Limited to 100 if not requiring vaccination certificates. Face coverings to be worn if possible and social distancing if possible. QR Code must be scanned, and vaccination certificates must be scanned (if using).

Group snorkels - gatherings

Refer to <https://sportnz.org.nz/resources/covid-19-protection-framework-overview/>

As an organisation we can switch between using the my vaccine pass for a gathering or not, so long as it's stipulated on the itinerary and a call is made based on the information given. Use information about the group to decide if vaccine passes will be used or not. Does the group know each other? (same bubble) Will the gathering take place in a quiet area or very busy public area? Did the group willingly disclose percentage of group vaccination status to help you make an informed decision about the conditions for the gathering

There are no requirements for physical distancing from other people within your gathering while doing active recreation indoors or outdoors.

The number of people who can attend the gathering depends on whether vaccine passes are checked or not. However, you do not need to check vaccine passes of other groups who are also doing unorganised water-based activities near you. You should remain two metres away from all other gatherings of people to remain in defined spaces. • Participants do not need to maintain physical distancing while playing or participating.

When a My Vaccine Pass is not used:

Red - Groups for outdoor activities on a premise - up to 25 for a gathering
Service on premises is limited to gatherings (private groups where attendees are known to each other) and restricted to up to 25 people in a defined space. Face coverings are encouraged.

Orange - Groups for outdoor off-site gatherings
Service on premises is limited to gatherings (private groups where attendees are known to each other) and restricted to up to 50 people in a defined space.
Face coverings are encouraged

Green - Groups for outdoor off-site gatherings
Limit is either based on 1m distancing or 100 people (whichever is the lesser) per defined space.

NZ Pass Verifier app

The NZ Pass Verifier is a free app that businesses and organisations can use to help stop the spread of COVID-19 and keep their community safe.

At certain traffic light settings, businesses and organisations are encouraged to use the app to check customers' My Vaccine Pass.

Requirements will depend on the sector and the choices the business or organisation has made about how they will operate under the traffic light system.

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Guidance about requirements for different sectors will be published on business.govt.nz before 3 December, when New Zealand moves to the traffic light system.

If you need technical help with the NZ Pass Verifier app, call the Ministry of Health on 0800 800 606.

[Download the NZ Pass Verifier | health.govt.nz](#)

[Getting ready for the COVID-19 Protection Framework | business.govt.nz](#)

[Learn more about the traffic light system](#)

Vaccine Pass posters

- [Kia ora — Vaccine pass required for entry — version 1 \[PDF, 115 KB\]](#)
- [Kia ora — Vaccine pass required for entry — version 2 \[PDF, 86 KB\]](#)
- [Kia ora — Please have your vaccine pass ready \[PDF, 116 KB\]](#)
- [Vaccine pass required for entry \[PDF, 86 KB\]](#)

Coordinators or designated Vaccine Pass Checker for event must sight all customers' My Vaccine Passes, and it is strongly recommended you verify.

For schools:

Refer to COVID-19 safety plan. Include a reference to this COVID-19 safety plan in our EMR and WBC school agreement forms with text "The school agrees to have read our COVID-19 safety plan which follows the government COVID-19 guidelines. The school agrees to follow these guidelines, including parents and volunteers they bring along to field trips". It is the responsibility of the school to follow their own COVID-19 Safety Policy.

In the school setting - all adults working with kids must be vaccinated. Schools are prohibited from requiring students to be vaccinated to access education. Schools don't have to keep a vaccination register, but it's good practise. Schools are open under all the traffic lights for both vaxxed and non-vaxxed, these settings are taken on the outdoor activity. That means we will work with both vaccinated and unvaccinated school students.

Vulnerable coordinators

*When it comes to working with schools with students 12 and up, there might be a mixture of both vaxxed and unvaxxed students. **Scenario:** Coordinator could ask the school for an 'indication' of vaccination status if they wish to provide this (we dont require this info!) This information could allow us to increase precautions for a more vulnerable coordinator eg more mask wearing and distancing, increased staff assistance to ensure appropriate distance e.g.school snorkel pool session, coordinator could be on outside of pool while school staff member assists in water*

Random members of the public

Random members of the public at sites are a dynamic hazard

Scenario: You turn up with a school group at a site and there are some freedom campers using the site and the same toilet. Activate increased safety measures - face coverings, distancing sanitiser etc. Ask if they could please keep a 2m distance from schools group. Advise school group to wear a mask at shared spaces like toilets and increase attention to hygiene.

[Dealing with difficult people policy link here](#)

Our supervisors

We will need to ask our school 'supervisors' to have more close contact with students in their bubble than ourselves (EMR or WBC team) More attention in supervisor briefing on how to help a student adjust a mask for example

Our advice to schools

It's the schools responsibility to ensure the volunteers they provide are fully vaccinated. Schools must ensure they are meeting their vaccination mandate requirements.

The school will advise us if someone from their school becomes a confirmed case of covid, close or casual contact and we will also advise the school if any of our team or volunteers contract Covid or become a close or casual contact on or within the 14 days of delivery <https://www.education.govt.nz/covid-19/advice-for-schoolskura/schools-connected-to-a-confirmed-case/>

Someone with COVID 19 symptoms can be withdrawn from the activity. Consider where that person could isolate to keep everyone safe

For volunteers:

Fully vaccinated to do anything face to face. We can offer remote volunteering opportunities for those who aren't vaccinated. The small number of under 12 volunteers would be exempt - but they require a vaccinated parent to be present.

Coordinators or designated Vaccine Pass Checker for event must sight all customers' My Vaccine Passes, and it is strongly recommended you verify so on registration form we can have a tick box but on the day a member of our team MUST site.

Notes:

Recommendation for event planning - increased consultation with iwi/hapū and community stakeholders. Consider back-up dates for more closed communities and back up locations that might be less sensitive.

- Communication of expectations on the day in advance is key. Clear messaging to teachers, parents and volunteers. So there are no surprises on the day.

Face masks for EMR

- Masks can't be worn in the water while snorkelling, use the boogey board to help maintain social distance
- There is an expectation that Coordinators wear a mask while on land but to have the option to do safety briefings without the mask - at a 2m distance. This will need to be communicated with the group/school to ensure everyone is comfortable without compromising the communication of H&S information.
- Mask on while gearing up participants. For both crew and volunteers. Ask supervisors from the school bubble to have more of a role in gearing up.
- Request that participants keep their masks on during the briefings and while getting geared up. Once the briefing is completed and people are geared up, participants leave their masks in their personal bags at the trailer.
- For coordinators/volunteers, masks to be removed as close as to getting into the water as practical - Volunteers/coordinators are responsible to store their own mask somewhere safe, socially distanced and easily accessible.
- Ensuring no masks/rubbish left behind. Best protocol for coordinators to remove discarded masks - washing/sanitising hands after.
- Masks not mandatory for participants on kayak days while on the water.

General public health advice:

- Regularly disinfect surfaces; wash and dry hands, cough into elbow, don't touch your face; stay home if you're sick, report flu-like symptoms.

Contact tracing:

- Ongoing contact tracing for all confirmed and probable new cases of COVID-19, with appropriate isolation measures put in place.

Testing:

- Testing of all potential cases of COVID-19 for people who meet the case definition (i.e. are displaying relevant symptoms). Tests will take place at dedicated

Community-Based Assessment Centres (CBACs) or designated practices.

- Random testing within communities (including for people who are asymptomatic) may be carried out locally to inform understanding on the spread of the virus in certain areas.

Isolation and quarantine:

- Stringent self-isolation of those who display relevant symptoms of COVID-19, test positive for COVID-19, have been in close contact with someone who tests positive for COVID-19, or mandatory quarantine/managed isolation for those who have been overseas in the last 14 days. Quarantine facilities mandated for those who do not have sufficient capacity to self-isolate effectively.

Face Masks:

Face masks are particularly important and valuable when the risk of COVID-19 being present in a community is higher and people are still mingling with one another. In other words, it makes wearing face masks more important at Alert Levels 2 and 3 and in certain situations such as when people cannot maintain physical distancing, such as on public transport.

Border:

- Robust border measures in place which safeguard against the risk of COVID-19 being transmitted into New Zealand. Currently, isolation on arrival for 14 days before onward domestic travel (subject to regular review).

For COVID-19 health advice and information, contact the Healthline team (for free) on 0800 358 5453 or +64 9 358 5453 for international SIMS

The World Health Organisation has named the Novel coronavirus (2019-nCoV) 'COVID-19'. FYI a virus name must not reference any place, person or animal to avoid stigma.

We are basing our actions on the information and recommendations from the Ministry of Health, which triggers different phases of our own Safety Management Plan (SMP). This helps make sure we are doing the right things, and not overreacting or under reacting.

Key points:

- If you're sick, arrange back up for scheduled programme delivery or postpone and do not go to work and put others at risk around you that may be more vulnerable to sickness than you.
- Think about what you would do if you had to self-isolate for two weeks. How can you be prepared?

- Be extra vigilant with implementing our gear sanitisation and hygiene policies e.g., soaking snorkels for the appropriate time in the recommended dilution of Saniwise between uses, encouraging hand washing by ensuring participants have access to handwashing resources/facilities before eating etc.

Covid- 19 – How do we manage the risk?

NZ Ministry of health guidelines

The most important thing to do is practice good hygiene.

This means:

- covering coughs and sneezes with disposable tissues or coughing/sneezing into your elbow
- disposing of used tissues appropriately in a bin
- washing hands for at least 20 seconds with soap and water and drying them thoroughly, or using hand sanitiser (at least 60% alcohol):
 - before eating or handling food
 - after using the toilet
 - after coughing, sneezing, blowing your nose or wiping children's noses
 - after touching public surfaces
 - trying to keep 2 metres away from people who are unwell

The measures above are especially important for people who have existing health conditions, such as those with diabetes, renal failure, chronic lung disease or compromised immune systems.

- Avoid close contact with other people who are sick.

Work with any venues you utilise to incorporate some practical tips for reducing spread of disease when dealing with groups of people sharing space.

- Require catering options that are prepacked or have catering staff serve food (wearing gloves/ one per dish), i.e. avoiding shared utensil use.
- Encourage good hand washing (*signage and housekeeping reminders*)
- Arrange for hand sanitizer stations to be put out and shared items to have frequent wipe downs

Please refer to the link below to remain informed of recent events and updates:
<https://www.health.govt.nz/our-work/diseases-and-conditions/novel-coronavirus-covid-19>

Information regarding providing rescue breaths during CPR:

MTSCT recommends all WBC and EMR providers check their first aid kits and ensure face shields are included.

Here are some links to places to get face shields and alternatives:

- 50 reusable masks for NZD \$205.70 <https://www.laerdal.com/nz/doc/115/Laerdal-Face-Shield>.



- The other mask is the pocket mask which can be used as a barrier between you and the patient. When emergency services arrive their equipment will connect straight onto it. <https://www.laerdal.com/nz/doc/113/Laerdal-Pocket-Mask>

Figure 1. St John first aid kits come with one included:

Pocket masks are handy to have for coordinators to use if it makes them feel more comfortable doing CPR (even without the risk of COVID-19), but not a necessity. Some places say put a towel or wear face mask while doing it. It comes down to if you need to get air into someone you have to do what you can as safely as possible. All we can do is just follow these recommendations. Being first responders, we are not left with many options.

Further information around first responders providing rescue breaths whilst performing CPR:

Continuous Evidence Evaluation (CEE) and Consensus on Science with Treatment Recommendations (CoSTRs)

ILCOR has implemented a continuous evidence evaluation process to ensure timely delivery and dissemination of the highest-quality resuscitation science evidence evaluation and consensus on treatment recommendations. It is essential that all members of the resuscitation community—policy makers, organizations, healthcare professionals, patients, and the public—have easy and timely access to the most current evidence.

<https://costr.ilcor.org/document/covid-19-infection-risk-to-rescuers-from-patients-in-cardiac-arrest>

We suggest that in the current COVID-19 pandemic, lay rescuers who are willing, trained and able to do so, consider providing rescue breaths to infants and children in addition to chest compressions (good practice statement).

In suggesting that lay rescuers consider compression only CPR and public access defibrillation, the writing group noted that the majority of out of hospital cardiac arrests occur in the home where those providing resuscitation are likely to have already been in contact with the person requiring resuscitation; that accessibility to personal protective equipment for aerosol generating procedures is likely to be limited; there may be significant harm from delaying potentially lifesaving treatment if resuscitation is deferred until arrival of personnel with suitable personal protective equipment.

In suggesting that lay rescuers who are willing, trained and able to do so, consider rescue breaths in addition to chest compressions, the writing group considered that bystander rescuers are frequently those who routinely care for infants and children. In that case, the risk of the rescuer newly acquiring COVID-19 through provision of rescue breaths is greatly outweighed by improved outcome for infants and children in asphyxial arrest who receive ventilations.

FYI

External providers and their staff are not covered by the mandatory vaccination requirements for Education unless they are working on the school site. If they are working on the school site they must be vaccinated (first dose by 15th November, fully vaccinated by 1st January). However, schools and kura are encouraged to check on the vaccination status of External providers as part of your COVID-19 health and safety assessments. <https://www.eonz.org.nz/assets/EOTC-and-OE-for-the-remainder-of-2021-EONZ-011221.pdf>

As noted recently by Dr Caroline McElnay, Director of Public Health:

Our experience in New Zealand and overseas with COVID-19 shows that it does not affect children and teens in the same way it does adults. Children and teens don't

become as unwell if they do get infected, and they don't tend to pass the virus on so much as adults when in a classroom setting.

Compared to other places, schools and early learning services are not environments where we have seen significant spread of COVID-19. Household members and work colleagues who are in close contact with people with COVID-19, are the most common sources of transmission.

Inevitably however, when there are cases in the community, they will also appear in schools and early learning services.

Ngā mihi, MTSCT Management