

SECTION 7 SCOUTSAFE
7.15 FACE-TO-FACE SCOUTING UNDER COVID-19 RESTRICTIONS

7.15.1.	<p>OVERVIEW</p> <p>Scouts Queensland has a duty of care for the health and well-being of our Youth Members, Adult Members and to the community whilst operating face-to-face whilst the risk of COVID-19 transmission within the community remains.</p>
7.15.2.	<p>REFERENCES</p> <ul style="list-style-type: none"> - Queensland Government Chief Medical Officer Public Health Directions - Queensland Outdoor Recreation Federation (QORF) COVID SAFE PLAN for Outdoor Recreation Activity Providers V16 17 November 2020 - Queensland Outdoor Recreation Federation (QORF) COVID SAFE PLAN for Outdoor Education Providers V17 17 November 2020 - Industry Framework for COVID Safe Events in Queensland - Queensland Government COVID Safe Event Checklist
7.15.3.	<p>COVID-19</p> <p>SARS-CoV-2 is a new strain of virus in the coronavirus family that had not been previously identified. Coronaviruses are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle Eastern Respiratory Syndrome (MERS).</p> <p>Novel coronavirus (COVID-19) was discovered in 2019 when higher than normal numbers of people in Wuhan, China, started to get pneumonia after having a flu-like illness. When doctors tested, they found these people had a type of coronavirus that had not been seen before. There were already lots of types of coronavirus in the world, but this one was new.</p> <p>COVID-19 is a respiratory illness caused by a new virus. Symptoms include fever, coughing, sore throat and shortness of breath. The virus can spread from person to person, but good hygiene can prevent infection.</p>
7.15.4.	<p>NOVEL CORONAVIRUS (COVID-19) PREVENTION</p> <p>You may acquire novel coronavirus (COVID-19) if:</p> <ul style="list-style-type: none"> - Someone with the virus sneezes or coughs onto you; or, - Someone with the virus coughed or sneezed onto a surface (like a door handle) that you touch, and you get the infected droplets on your hands and then transfer them to your mouth, nose or eyes when you touch your face. <p>There are five ways we can help stop the spread of viruses:</p> <ul style="list-style-type: none"> - Clean your hands regularly with soap or alcohol-based hand rubs. Cleaning your hands often and properly means that you can prevent viruses from entering your body. That means washing your hands when you have been out and about and before you eat and after you go to the toilet; - Cover your nose and mouth with a tissue or bent elbow when coughing or sneezing; - Avoid touching your face, nose or mouth and avoid shaking hands; - Stay home if you are unwell; and, - Social distancing - try to stay 1.5m away from anyone and if social distancing cannot be maintained and a member is required to be in a less than 1.5 metre distance for a period of more than 15 mins then medical face masks should be worn by all members within the space. <p>The Commonwealth Government has an eLearning module on COVID-19 infection control and it is recommended it be completed by at least all Commissioners, Group Leaders and conveners of food stalls (sausage sizzles etc). That training module is available here: https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training. Send scan of the completion certificate to training@scoutsqld.com.au for recording on SMS.</p>

7.15.5.

ROADMAP FOR THE RESUMPTION OF FACE TO FACE SCOUTING

This Scouts Queensland document is consistent with the Queensland Outdoor Recreation Federation (QORF) COVID SAFE PLAN for Outdoor Recreation Activity Providers V16 17 November 2020 and the 6 Stage Queensland Government roadmap for the easing of COVID-19 social restrictions.

We need to be agile as a responsible community organisation in quickly implementing changes based on Queensland Government assessments of the daily identification of new COVID-19 cases and the contribution that community transmission makes to those rates.

It is possible that the threat of COVID-19 will exist for an extended period, which means that COVID-19 social restrictions will become the new normal. Strict adherence is required to the determination of an event being indoor or outdoor, the maximum number of people at a gathering or Scouting event, and social distancing.

Public Health Directives carry the same weight as the law and Scouting’s implied licence to operate could easily be revoked if we are seen to be not abiding by the rules.



7.15.5.1.	STAGE 5 – RESTRICTIONS WITH SCOUTING INTERPRETATION
	<div style="text-align: center; border: 2px solid purple; padding: 5px; margin-bottom: 10px;"> Stage 5 3 November – 30 November 2020 </div> <div style="display: flex; justify-content: space-between;"> <div style="border: 2px solid purple; border-radius: 15px; padding: 10px; width: 45%;"> <p>Specific Restrictions</p> <p>Indoor events: 500/10000* people, with cap set by 2sq m rule and documentation</p> <p>Outdoor events: 1,500/10000* people with cap set by documentation</p> <p>Distance: Unlimited travel within Queensland and border restrictions from time to time</p> <p>Equipment: dedicated PPE, no sharing of equipment e.g. paddles, vests</p> <p>*Restrictions apply</p> </div> <div style="border: 2px solid purple; border-radius: 15px; padding: 10px; width: 45%;"> <p>General Restrictions</p> <p>General: indoor or outdoor Patrols/Sections, social distancing, cough etiquette</p> <p>Equipment: dedicated PPE, minimise sharing of equipment, all equipment sanitised before and after use with particular focus on harnesses, ropes</p> <p>Car-pooling: choice to car-pool should be by agreement between parents. Do not transport any member with respiratory symptoms.</p> <p>Camping: max 1 person per 4 m² of tent floor space or 1 family/tent, no sharing of plated food or personal utensils, stringent adherence to Scout hygiene standards (refer QBSI 7.14) AM and PM disinfecting/washing of ablution blocks whilst camping taking place – door handles, light switches, shared flat surfaces</p> <p>Dens: Council ok for leased premise, sanitiser available at entry, parent pick-up outside den, kitchens/food prep surfaces wiped down before and after meeting, washbasins, taps, light switches and door handles cleaned before and after each meeting</p> <p>Illness: no attendance, isolation and return home if become ill during camp or activity</p> </div> </div>
7.15.6.	GATHERING SIZE
	<p>There is a government defined maximum number of participants at a gathering for each stage of the roadmap. That number in Scouting terms includes Youth Members, Leaders, Youth Program Supporters, Adult Helpers, Youth Helpers and parents who may be participating in a Scouting activity. That number is shown with the diagrams earlier in this document.</p> <p>Compliance with the maximum gathering size must be achieved and suitable ways to limit gathering size include:</p> <ul style="list-style-type: none"> - Segregation into smaller gatherings that meet in different locations; or - Segregation into a smaller gathering that is participating face-to-face and another gathering that is meeting on-line; or - Scheduling so that smaller gatherings meet at the same locations but at different times, being careful to avoid co-mingling at change-over times; or - Limiting gathering size in the case of campsites through the booking system.
7.15.7.	VULNERABLE PERSONS
	<p>Members who are vulnerable (i.e. chronic medical conditions, immuno-compromised, age >70, age >50 if Indigenous) should consider their individual risks regarding planned Scouting activities and seek advice as needed from their individual health care practitioner.</p>
7.15.8.	TRANSPORT
	<p>Parents traditionally car-pool to Scouting activities away from the Scout den. The choice to car-pool should be by agreement between parents and in line with QBSI 10 part D4. Adult Members should advise parents to not transport any member with respiratory symptoms.</p>
7.15.9.	ARRANGEMENTS WHILST A MEMBER CO-HABITS WITH A PERSON WHO IS IN SELF-ISOLATION
	<p>Where a Member lives in the same household as a person who is in self-isolation awaiting the results of COVID-19 testing or resulting from a positive COVID-19 test, that Member shall not attend a face-to-face Scout activity.</p> <p>Where a Member lives in the same household as a person who has crossed international or state borders from or through a COVID-19 hotspot to complete an essential activity in Queensland that Member “as much as possible” should not attend a face-to-face Scout activities for 14 days after that person arrives back at the household.</p>

7.15.10.	<p>ILLNESS OF A MEMBER OF THE SCOUTING COMMUNITY</p> <p>Any Member who displays any symptoms that could be COVID-19 related, especially respiratory issues, shall not attend a Scout activity and the following steps should be taken:</p> <ul style="list-style-type: none"> - Present to a medical facility for COVID-19 testing; - Inform the Formation Leader that a COVID-19 test has been taken; - Self-isolate until test results are known; - Inform the Formation Leader the results of the COVID-19 test; and, - Follow medical advice until cleared of the virus. <p>If positive COVID-19 test results, the Formation Leader shall:</p> <ul style="list-style-type: none"> - Inform all parents/caregivers and Adult Members of the positive test; - Suspend face-to-face of Scouting and advise the District Commissioner; - Contact the Scouts Queensland Emergency Line on 07 3870 7000 (Select Option 9) and provide an initial incident report, details of all members who may have been in contact, and the details of the individual diagnosed; - Cooperate with Queensland Health regards contact tracing; - Full clean of any Scout buildings by a contractor that the affected person may have been in over the past 14 days - refer Manager Facilities and Risk on 0417 835 622; - Post incident review and the F18; and, - Reinstate face-to-face Scouting following Health Department and/or Scouts Queensland clearance. <p>All formal requests for information including contact tracing records etcetera, from the Queensland Health or any other Government Department are to be referred in the first instance to the General Manager.</p>
7.15.11.	<p>DEVELOPING SYMPTOMS AT A SCOUTING ACTIVITY</p> <p>For any Member who develops symptoms during a Scouting activity that could be COVID-19 related, especially respiratory issues, the following steps should be taken:</p> <ul style="list-style-type: none"> - Isolate the effected person at that Scout activity and provide the affected person with a disposable medical mask. Persons assisting the affected person should wear gloves and a medical mask whilst providing assistance; - Inform parent/caregiver and request them to provide transport. Inform listed contact where the affected person is an adult; - Transport by parent/caregiver or in the case of an adult, self-drive to a medical facility for testing; - Clean the area and surrounding area where the affected person has been; - Identify other persons who have been close to the affected person and inform parents/caregivers; - Contact the Scouts Queensland Emergency Line on 07 3870 7000 (Select Option 9) and provide an initial incident report, details of all members who may have been in contact, and the details of the individual diagnosed; - Full clean of site by a contractor - refer Manager Facilities and Risk on 0417 835 622; - Post incident review and completion of a F18. <p>While waiting to go home, Members should be managed with kindness and an awareness that some Members may have a heightened personal concern for their wellbeing during pandemic. The knowledge and understanding of Youth Members regarding risks should not be underestimated.</p>
7.15.12.	<p>AUDITING OF COMPLIANCE WITH THIS DOCUMENT</p> <p>Given the ongoing nature of the COVID-19 threat, demonstrable compliance with this document QBSI 7.15 needs to be available from both a Scouts Queensland perspective but also if requested from a government and community perspective.</p> <p>It is proposed that from the date of this amendment (3 September 2020) and for the duration of the need to operate under the relevant Stage of this document, the following audit regime will be put in place:</p>

	<ul style="list-style-type: none"> - District Commissioners (or a member of the District team, on behalf of the DC) are being asked to conduct physical site visits of every Scout Group within their District whilst a Section meeting is taking place to audit compliance with QBSI 7.15 initially within four weeks but then every three months. It is anticipated that each audit will take around 30 minutes on site. <i>F38 Scout Group Audit Checklist (COVID-19)</i> has been developed for this. - Leaders whose direct responsibility includes oversight of Scout campsites or activity centres are being asked to conduct physical site visits of every location within their responsibility to audit compliance with QBSI 7.15 every three months. It is anticipated that each audit will take around 30 minutes on site. <i>F39 Campground-Activity Centre Audit Checklist (COVID-19)</i> has been developed for this.
7.15.13.	INDOOR ACTIVITIES AND MEETINGS
	<p>Buildings, rooms within buildings and other spaces shall have a sign posted adjacent the entrance indicating the maximum indoors occupancy based on 2sq metres per person of up to 100 persons or a complete gathering of a Scout Group, whichever is the larger, with no further documentation is required.</p> <p>For larger indoor gatherings of up to 500 people, a Queensland Government COVID Safe Event Checklist must be completed and sent to gm@scoutsqld.com.au for authorisation by the General Manager.</p>
7.15.14.	YOUTH SECTION MEETINGS
	<p>Physical distancing rules do not apply during Unit activities but building capacity rules apply.</p> <p>Physical distancing rules apply:</p> <ul style="list-style-type: none"> - between adults who are not part of the Unit activities; and - between adults outside of Unit activities. <p>Parents of Youth Members are encouraged to participate in recognition of personal progression achievements, discussions with the Group Leader and Unit leaders whilst maintaining social distancing and limiting socialising associated with Unit activities.</p> <p>Normal Section meeting times should be scheduled to limit entry and egress mingling of Youth Members and parents associated with different Units. This does not apply to combined Unit meetings.</p> <p>To comply with government requirements for contact tracing in the event of possible community transmission of COVID-19, Leaders in charge of an activity, or Unit meeting shall compile a listing of attendees present at each face-to-face meeting and provide it to the Group Leader who shall retain that record for a period of 56 days. Where the record of attendees being taken is also for the purpose of maintaining the Units normal attendance record it may be retained securely for a longer period.</p> <p>The F37 COVID Safe Attendance or suitable equivalent (spreadsheet or QR code etc) should be used for this data capture.</p> <p>When attending an activity away from a Scout den such as a campsite or training centre or indoor climbing wall, the management of that location (such as a Campsite Committee) will require the same information and ideally a copy (e.g. photograph) of the completed Activity or Unit form should be provided.</p>
7.15.15.	ADULT MEMBER MEETINGS
	<p>Adult Members and/or the parents of Youth Members gather for inductions, training, communicating, idea sharing and planning purposes and this is an important part of Scouting.</p>

	<p>The technologies for on-line “meetings” are now readily available and can be useful alternatives to mitigate risks associated with bringing people from disparate communities together face-to-face whilst the risk of community transmission remains.</p> <p>A record of attendance for any face-to-face adult meetings must be kept and F37 COVID Safe Attendance or suitable equivalent should be used.</p> <p>Limit associated unnecessary social gatherings of adults.</p>
7.15.16.	<p>SCOUT CAMPSITES, ACTIVITY CENTRES AND SCOUT VENUES OTHER THAN DENS</p>
	<p>All venues must display a sign at the entrance that indicates that:</p> <ul style="list-style-type: none"> - any person displaying COVID-19 symptoms must not enter the building or site; - Scouts Qld has the right to refuse services; and, - Scouts Qld will insist that anyone with these symptoms must leave the premises immediately. <p>Buildings, rooms within buildings and other spaces shall have a sign posted adjacent the entrance indicating the maximum indoor occupancy based on 2sq metres per person.</p> <p>There are now no persons per square metres limits for outdoor activities.</p> <p>An outdoor area:</p> <ul style="list-style-type: none"> – has fixed or temporary boundaries – Is not fully enclosed, i.e. is open to the elements and natural ventilation (significant amount of natural and unrestricted air movement required for most of the time in use) – can include a veranda, balcony, deck, patio, or similar structure that might be connected to an external wall of a building – Can have a roof awning, or eave – May include a rotunda, tarpaulin or shade structure situated in a larger open space <p>An outdoor area does not include:</p> <ul style="list-style-type: none"> – Atriums internal to a building, internal courtyards or similar – A temporary or permanent marquee, unless marquee walls are lifted for the duration of the event – A tent, e.g. a circus tent or performance tent <p>Use of curtain walls, panel walls or other fittings to fully enclose an area to protect from the elements is considered indoors.</p> <p>Multiple camping groups may be at a campsite provided that:</p> <ul style="list-style-type: none"> - there is minimal co-mingling between different camping groups; - total campers on site is limited as per the outdoors activity limits in 7.15.17; - there is separation between adjacent camping groups; and - There is clear separation between arriving and departing groups. This may be through separate entry/ exit points, physical barriers to divide traffic or through scheduling of arrival and departure times. <p>Campsite Committees must keep a record of persons camping or undertaking activities on the site. This can be:</p> <ul style="list-style-type: none"> - By being provided with a copy of the F37 COVID Safe Attendance (or suitable equivalent) from a Leader; - Through use of form F37 COVID Safe Attendance or suitable equivalent with the COVID-19 exposure details being completed by or for attendees at the request of the Campsite Committee; or, - Electronic bookings provided responses to the COVID related questions on Form F37 COVID Safe Attendance are recorded.

	<p>Adults who drop off/pick up youth members are not required to complete a questionnaire provided that the adults do not leave the vicinity of their vehicle while on-site.</p> <p>The Campsite Management Committee shall retain that record for a period of 56 days and the information is not to be used other than for contact tracing purposes by public health officials or other authorised persons. These records must be securely retained to ensure the privacy requirements in the storage of an individual's personal information.</p> <p>Scout Campsite Management Committees are encouraged to complete a COVID Safe operational plan for the campsite using the template provided for approval by the supervising Leader. Following approval of that document that campsite may display COVID-19 Risk Management Plan compliance signage. Until that document is available, please use the form F36 and form F35.</p>
7.15.17.	OUTDOOR ACTIVITIES
	<p>Each participant should use dedicated equipment including dedicated personal protective equipment for the session. That gear should be disinfected or washed after the session and before being used by anyone else.</p> <p>The sharing of equipment is to be limited and there can be no sharing of clothing.</p> <p>Physical distancing is not required within the "field of play" for physical contact activities. Determination of the "field of play" can be based on the following examples:</p> <ul style="list-style-type: none"> • inside a pool safety fence for a swimming pool-based activity; or • for abseiling and rock climbing within the marked out working space at the ground, on the surface itself and around access points at the top of the surface; or • for walking and bicycle hikes, the assembly point to begin, the route and the assembly point at the end of the hike; or • within or adjacent a canoe storage facility and between that point and an adjacent waterway and whilst on the waterway. <p>Physical distancing outside of participation in the outdoor activity should be observed to the extent possible. This means avoiding participant huddles, handshaking and high fives.</p> <p>Identify trigger points for cancelling, postponing or modifying an activity and identify who has the responsibility to make that decision.</p> <p>Consider cancelling outdoor activities where there is the threat of inclement weather to avoid people, gathering under shelters by compromising social distancing rules.</p> <p>For outdoor gatherings of:</p> <ul style="list-style-type: none"> - Up to 400 persons, no further documentation is required. - Between 400 and up to 1500 people, a Queensland Government COVID Safe Event Checklist must be submitted to dcc.majoractivities@scoutsqld.com.au for authorisation by the General Manager. - Between 1500-10000 persons participating in specific events with the event organisers having a COVID Safe Event Plan submitted to dcc.majoractivities@scoutsqld.com.au for authorisation by the General Manager ; - More than 10000 persons participating in an event with the event organisers having a COVID Safe Event Plan submitted through dcc.majoractivities@scoutsqld.com.au to gm@scoutsqld.com.au for endorsement a minimum of 10 days before the event for review and approval. The General Manager will, upon approval, then submit to the local Public Health Unit for their review and approval;



7.15.18.	<p>CAMPING</p> <p>In addition to light weight camping, heavy-weight patrol and troop camping is permissible but limited to a maximum of 1 person per 4m² of tent floor space and with strict food preparation hygiene which the Leader must be very confident will be adhered to.</p> <p>Within bunk huts, sleeping arrangements must be such that the 1.5m separation and the 4sq metres per person within the bunk hut/room is met. These sleeping arrangements will be site specific based on aisle width, room size etc. Use the risk assessment F31 to work through the issue. Each bunk hut must have signage at the entrance indicating the maximum occupancy of that bunk hut and a diagram in the allocation/use of bunk beds.</p> <p>Once allocated to a tent or a bunk, participants will use that resource for the duration of the program/stay at the venue.</p> <p>Physical distancing should be observed to the extent possible. This means avoiding participant huddles, handshaking and high fives.</p>
7.15.19.	<p>FOOD PREPARATION</p> <p>Cooking areas should have a high level of hygiene, regular surface cleaning with soap-based cleaner and hot water before, during, and after use.</p> <p>Assigned cooks in shared cooking arrangements should be identified as low risk (i.e. no respiratory symptoms, committed to surface cleaning pre, during and post cooking, able to social distance in kitchen area</p> <ul style="list-style-type: none"> - Cooks to wear food safe gloves when preparing and serving food - Only cooks to distribute food to members of the Unit/Patrol - no smorgasbords or sharing of serving utensils - Tea towels are not to be shared <p>Those assigned to cooking duties must wash hands with soap and use hand sanitiser before commencing and at completion of duties. Regular handwashing with soap is to be carried out throughout the preparation of the meal.</p>
7.15.20.	<p>COMMUNICATIONS</p> <p>Changes to this document will be communicated directly to all Adult Members by email by the Chief Commissioner through the Chiefs Newsletter.</p> <p>Commissioners and Group Leaders have the responsibility to make sure that Leaders within their responsibility have read the relevant sections of this document, understand the requirements and put those requirements into operation.</p> <p>It is understood that operating within an environment where there is the threat of COVID-19 and where there are additional controls that are required to be complied with to limit the spread of the virus may cause stresses to some people. We all have a responsibility to look out for our fellow human beings as seek reassurance that they are coping with the COVID-19 pressures. If there is an issue, please contact your supervising Leader.</p> <p>We do endorse the use of the Commonwealth Government mobile phone application COVIDSafe and encourage Adult Members and parents/care givers to load the App onto their phone to assist with contact tracing if that is required.</p>
7.15.21.	<p>DEN HIRE - WITH EASING COVID-19 RESTRICTIONS</p> <p>Group Leaders and committees must carefully consider the risk and additional cleaning requirements which may be imposed by allowing external hire of their facilities.</p> <p>However, from Stage 2, and after authorisation has been granted to commencement of face-to-face Scouting within a Scout den, that Scout den and associated buildings are then available for hire. In addition to normal hire arrangements, external hires must:</p>



- a. Where required under [Restrictions on Businesses, Activities and Undertakings Direction \(No. 8\)](#) external hirers must provide the Group with evidence they are operating under a COVID SAFE Framework;
- b. Be responsible for cleaning and sanitising the area of their use before, during and on completion of their activity;
- c. Keep accurate record of who attends their event and be prepared to provide them on request to assist Health Department contact tracing; and,
- d. Provide immediate notice to Scouts Queensland should anyone attending our site as part of the hirer's activities develop symptoms or test positive for COVID-19.

External hires must be held to the same standard at Scout Groups and meet all the requirements of QBSI 7.15.

General Den Hire Principles

It is also timely to reinforce general principles around den hire:

- External hire arrangements must be in harmony with QBSI 5.5 (<https://scoutsgld.com.au/wp-content/uploads/2015/03/QBSI-5.5-Use-of-Scout-premises-by-other-organisations.pdf>);
- Must be allowed under the terms of the head lease; and,
- Groups must use the Form F19 Property Hire Agreement for all hires and send a copy to facilities@scoutsgld.com.au (<https://scoutsgld.com.au/wp-content/uploads/2019/07/F19-Hire-Agreement-with-Terms-and-Conditions.pdf>).