



COVID-19 PANDEMIC POLICY and PLAN FRAMEWORK

April 2021

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1. Executive Summary:

This Pandemic Plan is designed to provide a framework for managing risks associated with the current COVID-19 Pandemic for the Piping and Dancing Association of New Zealand (PDANZ).

It includes recommended protocols and guidelines in the event that community transmission risk rises to Level 2 plus any additional controls needed to be considered to enable continuation, completion, postponement or cancellation of specific activities conducted by the organisation.

At Alert Level 1, the Government's key assumption is that Covid-19 is contained in New Zealand but remains uncontrolled overseas, hence border control and contact tracing of any virus transmission. However, it is important to remain vigilant and continue with good hygiene practices and contact tracing and be prepared to act fast to step up alert levels if needed.

This is a working document that will continue to evolve to ensure recommendations meet the latest information relating to COVID-19 protocols and safe interventions.

The mandatory rules and other recommendations outlined in this document are based on best information as at the date of this document. It will change over time, potentially rapidly. This document also sets the framework, with modifications as required, for future pandemics.

2. Objectives:

The Objectives of this Plan are:

1. To provide a framework and guidance that promotes a safe environment for conducting the activities of the PDANZ that meets New Zealand government standards, protects our members and the wider piping and dancing community, and considers best practice solutions.
2. To provide 'Trust and Confidence', to both the Government and the New Zealand public, that the PDANZ takes COVID-19 safety seriously, and is taking all practicable steps towards eliminating or mitigating associated risks.

3. Roles and Responsibilities:

Pandemic Committee:

The Pandemic Committee will consist of the Executive Committee members in whole. From time to time, a Pandemic sub-committee from Executive members may also be formed, to meet in the first instance and then collaborate with the wider Executive Committee and Council members if required. Where needed a third-party consultant may be called in for assistance.

The Pandemic Committee is responsible for approving Risk Management / Safety Plans as presented by the Host Centres for all NZ Championship Competitions.

Secretary:

The Secretary shall:

- Coordinate the initiation of any meetings held by the Pandemic committee in relation to any Covid-19 response.
- Coordinate communications that need to go out to Centres and/or members.

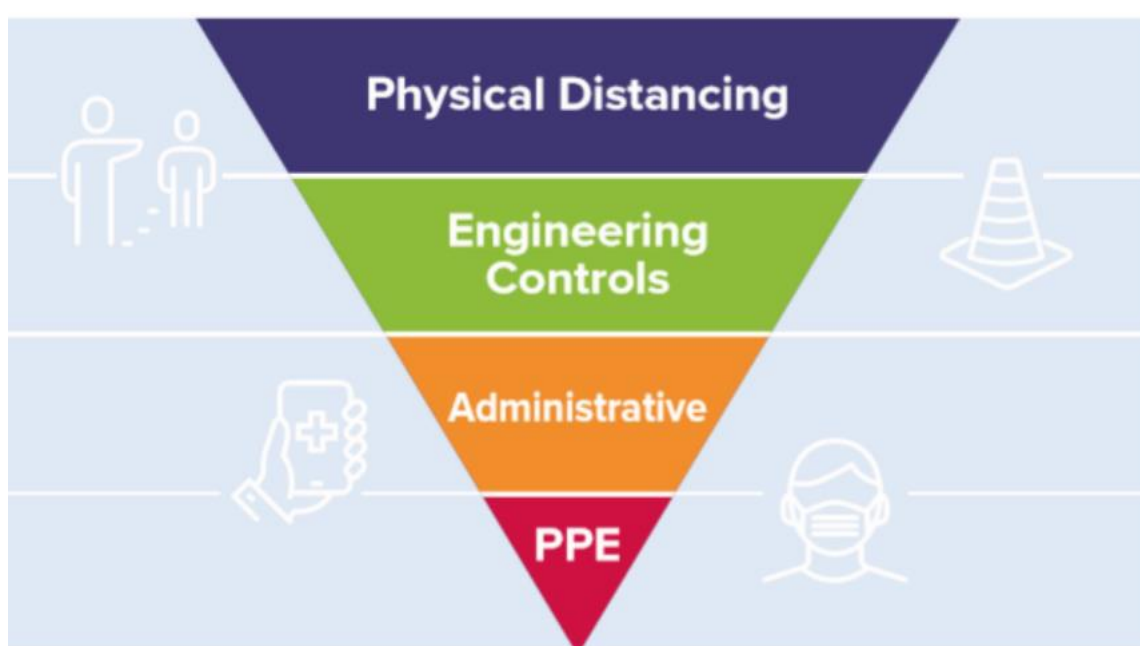
Media Liaison Officer:

The President of the PDANZ will act as the Media Liaison Officer and lead any media activities and will be tasked with managing all external communications with Health or Government officials, the general public, and the media.

4. Hierarchy of Controls:

Using the modified hierarchy of controls, COVID-19 mitigation measures can include:

- Physical Distancing – wherever possible reducing physical contact between persons.
- Engineering controls – creating physical barriers between people.
- Administrative controls – redistributing responsibilities to reduce contact between individuals, using technology to facilitate communication.
- PPE & Cleaning – providing PPE and having robust cleaning protocols that are well communicated.



5. Risk Mitigation:

The PDANZ shall provide guidance to its membership in relation to New Zealand Government guidelines, while also considering the unique risks associated with our core activities. When in Level 2, and specifically in such environments such as competitions, meetings and our members' dance /piping schools, consideration needs to be given to the following:

- Proximity to others for prolonged duration.
- Shared equipment (eg. Dancing Swords).
- Increased respiration rates during many activities, with potential increased risk of spreading virus particles.
- Activities which involve individuals coming together from across multiple bubbles.

NB: The above considerations are not exhaustive. Consideration will be given to any other circumstances that may arise due to our unique environment of piping and dancing activities and community piping and dancing settings.

Important: This framework specifically controls for COVID-19 related risks within the piping and dancing environment. Where this framework goes above/beyond the general guidelines from the New Zealand Government, this is due to the unique and/or additional risks associated with a piping and dancing setting, some of which have been outlined at the top of this page.

6. Maintenance of Activities conducted by the PDANZ

Executive and Council Meetings:

At Level 2 and above, the recommendation is no 'face to face' meetings will be held. Any meetings will be conducted using Zoom or other similar platform. The mitigating risks taken into account for no 'face to face' meetings are:

- Proximity to others for prolonged duration.
- Activities which involve individuals coming together from across multiple bubbles.
- Requirement to travel with increased exposure to risk factors.

At Level 1, meetings shall be as planned with importance placed on remaining vigilant and continuing with good hygiene practices and contact tracing. The decision as to whether meetings at Level 1 will be 'face to face' or by Zoom will be at the discretion of the Executive.

7. NZ Championship Piping/Dancing Competitions

Rules for NZ Championship Competitions being Held:

All of New Zealand must be in Level 1 for a New Zealand Championship event to commence or continue.

It is the responsibility of the Host Centre, in consultation with the Pandemic Committee, to assess any scenarios that may occur either prior to or during the hosting of NZ Championship events that may cause disruption and to have a plan in place where practicable.

Example scenario:

- NZ Championship events have already commenced when a change up in Level occurs.

Financial Risk:

The financial risk associated with disruptions caused by the Pandemic for any NZ Championship events will lie with the Host Centre.

8. Piping and Dancing Competitions (excluding NZ Championships)

Rules for Competitions being Held at Various Alert Levels:

- Level 3 or 4:** Competition cannot be held.
- Level 2:** Competition can go ahead with an approved Risk Management / Safety Plan in place
- Level 1:** Piping or Dancing competition conducted as usual in accordance with Guidelines for conducting a competition at Level 1.

9. Risk Management / Safety Plan Requirements for competitions being held at Level 2.

When compiling the Risk Management / Safety Plan for a competition the mandatory requirements as specified by Government and Health Officials, hierarchy of controls and risk mitigation factors need to be considered.

As a minimum, each plan must contain how the following will be managed:

- Contract tracing
- Physical distancing requirements and number of persons permitted.
This should include spectators, competitors, adjudicators, etc
- Hygiene practices
- 'Unwell' attendees
- A suspected or confirmed case of Covid-19
- Communication

10. Guidelines for competitions being held at Level 1.

- Any person who is unwell should not be in attendance at the competition.
- Organisers should provide appropriate hand washing facilities throughout the day (liquid soap and disposable paper towels), along with hand sanitizer. Suitable rubbish receptacles must be provided.
- If food is being sold, strict hygiene measures must be observed. Organisers may want to consider using disposable cups, plates.
- Organisers should be aware of all attendees (not just competitors) to enable contact tracing.
- Dancing competitors should be allowed to wear face masks if they choose to do so.
- Organisers should pre draw events or have the board steward draw for all competitors.
- Board stewards should place and remove swords to again reduce a contact point.
- With the exception of New Zealand or Island Championship events, adjudicators should be given the option of no reports due to the following government advice: *'COVID-19 is contained at Alert Level 1, but it's still worthwhile to keep a safe distance from people you don't know while out and about. This will help to minimise the spread of COVID-19 if community transmission returns.'*
- For New Zealand or Island Championship events where written reports are required, the writer should wear a face mask.