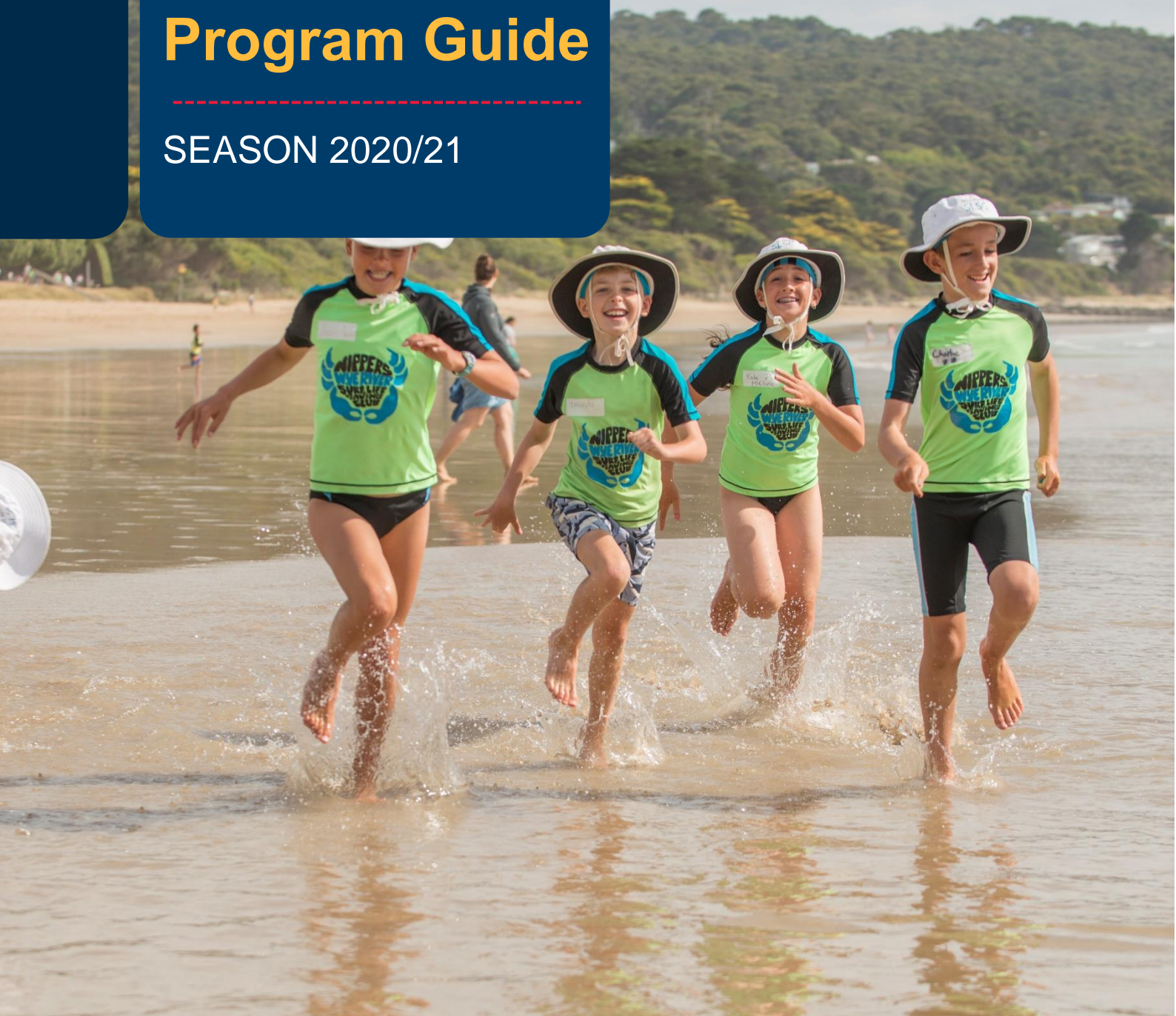


COVIDSafe Nipper Program Guide

SEASON 2020/21



COVIDSafe for Saving Lives

NIPPERS | VERSION 1.0 | OCTOBER 2020



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1. Purpose

Life Saving Victoria's (LSV) commitment to the safety and wellbeing of members and local communities continues to be paramount as we work towards the staged return of Nippers. To ensure that we are looking after participants, Age Managers, Administrators, Assistants, spectators and the broader community, there will require to be changes made to how Nippers is delivered and managed this season.

The purpose of the Nipper Program Guide is to provide an overarching guide for the safe implementation and management of protocols to support clubs in the staged return of Nipper programs in accordance with the easing of restrictions.

The Community Sport and Recreation Roadmap is intended to assist the community sport and recreation sector prepare to safely open and operate in accordance with the easing of restrictions, while also ensuring the public feels confident that their health and safety are being protected.

Clubs have a responsibility to ensure the health, safety and wellbeing of all involved in the delivery and participation of Nipper programs. Keep in mind each club is unique, with different capacity, resources, beach size and programming. As such, each club's plan will differ slightly.

This guide should be read in conjunction with the LSV COVIDSafe Plan and Recovery Roadmap. At all times, the guide will remain subject to the regulations, guidelines and directions of government and public health authorities. The information is intended to prevent transmission of COVID-19 and safely conduct programs.

This plan includes, but is not limited to:

1. COVIDSafe Plans and protocols required to limit the spread of COVID-19
2. Guidelines of areas for consideration and program variations
3. Roles and responsibilities of those involved in the program.

1.1. Coronavirus (COVID-19) Pandemic

This year saw the introduction of the global pandemic coronavirus (COVID-19). Businesses as part of their health and safety obligations to their employees and external stakeholders have had to introduce a range of physical distancing and hygiene measures in order to (so far as is reasonably practicable) ensure that risks to health and safety are avoided.

LSV continues to closely monitor the coronavirus (COVID-19) pandemic through official sources. LSV commends the Victorian Government on its approach and remains supportive of all measures to protect local communities. All practical and mandated efforts should be taken to prevent viral spread.

Significant literature and resources exist on the current pandemic and the situation continues to evolve.

For the most up to date information:

1. <https://www.dhhs.vic.gov.au/coronavirus>
2. <https://lsv.com.au/clubcovidrecovery/>

1.2. Definitions

ITEM	DEFINITION
Nippers	Participation of junior members (aged 5 – 14 years) in the structured Nipper Education Program, providing both education on how to be safe around the water and at the beach, as well as the development of skills to become a future lifesaver.
Vulnerable people (at-risk groups)	Click here for DHHS definition.
Starfish Nippers	<p>Starfish Nippers is a lifesaving skills program designed for children and young adults with a disability 6 years and older.</p> <p>The program aims to give young people with disabilities beach safety and water awareness skills.</p> <p>The Nipper Program Guide includes Starfish Nippers, unless otherwise specific.</p>

1.3. Guiding principles

1. Protect our volunteers, staff, delivery partners, customers, visitors and the wider community from COVID-19 and its impacts
2. Acknowledge we are writing a playbook as we go and will need to be adaptable
3. Focus and be positive about what we can do, knowing it is going to be different to previous years
4. Recognise that outcomes are unlikely to be a ‘one size fits all’ and require case by case circumstances to be considered
5. Foster a participation focus with the elements of connection, fun and wellbeing
6. Collaboration will be the key and we are here to help.

1.4. Goals

1. To sustain lifesaving clubs’ ability to deliver LSV’s vision and mission today and in the future
2. To support in sustaining LSV’s ability to deliver its vision and mission today and in the future
3. To conduct all activities in a planned and COVIDSafe manner within the requirements set by the Victorian Government.

1.5. Nipper program recovery scenarios

Below are the recovery scenarios for return to Nippers. Please consider these scenarios in conjunction the [Recovery Roadmap](#). Details on the items below are outlined throughout the guide.

NIPPER PROGRAMS	SCENARIO A COVID normal	SCENARIO B Modified activity with limited contact	SCENARIO C Exercise/online only	SCENARIO D Online only
Activity	<ul style="list-style-type: none"> • ‘COVID normal’ program • Contact, modified program • Essential indoor activity only • Zoned beach areas • Defined roles of parents & helpers • Traffic & beach management • Transport to Nippers with guardian from own residence where possible • Council Planning Permits • Contact tracing • Parent communication prior to each session • Contingency online program for wet weather, closed club or similar days 	<ul style="list-style-type: none"> • Modified program • Non-contact (unintentional contact) • No indoor activity • Zoned beach areas • Options for online engagement • Defined roles of parents & helpers • Traffic & beach management • Transport to Nippers with guardian from own residence where possible • Council Planning Permits • Contact tracing • Parent communication prior to each session • Contingency online program for wet weather, closed club or similar days 	<ul style="list-style-type: none"> • Exercise only – refer to Club led competition and training 4.2.2. Scenario C • Online program 	<ul style="list-style-type: none"> • Online only

NIPPER PROGRAMS	SCENARIO A COVID normal	SCENARIO B Modified activity with limited contact	SCENARIO C Exercise/online only	SCENARIO D Online only
Participation	<ul style="list-style-type: none"> • Max. 50 per group or as defined by government guidelines (pending group size confirmation) • Multiple groups/marked areas spaced (maximum numbers to be defined) • No cross-group participation • Considerations of vulnerable people • Complete registration pre-program • One parent/carer spectators per nipper (does not include designated roles) • Consider volunteer resource capacity 	<ul style="list-style-type: none"> • Max. 20 per group or as defined by government guidelines (pending group size confirmation) • Multiple groups/marked areas spaced (maximum numbers to be defined) • No cross-group participation • Considerations of vulnerable people • Complete registration pre-program • One parent/carer spectators per nipper (does not include designated roles) • Consider volunteer resource capacity • Prepare program for scalable Nipper numbers 		
Starfish Nippers	<ul style="list-style-type: none"> • Further detail TBC to confirm specific requirements for parents/carers and mentors 	<ul style="list-style-type: none"> • Further detail TBC to confirm specific requirements for parents/carers and mentors 		

NIPPER PROGRAMS	SCENARIO A COVID normal	SCENARIO B Modified activity with limited contact	SCENARIO C Exercise/online only	SCENARIO D Online only
Facilities	<ul style="list-style-type: none"> Limited use and within physical distancing requirements 	<ul style="list-style-type: none"> Outdoor activities only Toilet facilities only 		
Duration	<ul style="list-style-type: none"> Recommend up to 2 hours or as directed by Government guidelines 	<ul style="list-style-type: none"> Recommend up to 1 hour or as directed by Government guidelines 		
Training courses; Basic Emergency Care, Resuscitation & SRC	<ul style="list-style-type: none"> Refer to the LSV COVIDSafe Plan, Lifesaving Operations activity group 3.2.7 Skills maintenance training and 3.2.8 New awards 			
Nipper carnivals/ championships	<ul style="list-style-type: none"> Refer to the LSV COVIDSafe Plan, Aquatic Sport activity group 			
Equipment	<ul style="list-style-type: none"> Additional cleaning of equipment 	<ul style="list-style-type: none"> Additional cleaning of equipment Minimise sharing of equipment, sanitise after each use 		
PPE	<ul style="list-style-type: none"> Personal masks Sanitiser/surface cleaners/gloves COVID-19 first aid kit Thermometer (optional) Identifiable uniform Own rash vests, caps and drink bottles (participants and water safety/Age Managers) 			
In case of transmission	<ul style="list-style-type: none"> COVIDSafe Case Action Plan 			

2. COVIDSafe Nipper program

2.1. Club COVIDSafe Plan

Clubs are required to complete a club COVIDSafe Plan prior to the re-opening of the club and return to activities.

The club COVIDSafe Plan will outline:

1. COVIDSafe Coordinator(s) for the club
2. What activities the club plans to operate, when and how
3. Actions to help prevent transmission and what to do in case of transmission of COVID-19.

Contact your club's COVIDSafe Coordinator for information on your club's COVIDSafe Plan.

2.2. Club COVIDSafe Nipper Program Plan

Clubs are required to complete a club COVIDSafe Nipper Program Plan, prior to commencing Nipper programs.

Steps to action:

1. Complete the COVIDSafe Facility Access Plan
2. Review and accept positions description and appoint [COVIDSafe Officer – Nippers](#)
3. Review and accept [COVIDSafe Nipper Program Guidelines](#)
4. Complete the [COVIDSafe Nipper Program Checklist](#)
5. Complete COVIDSafe Nipper Program Signage Checklist (coming soon)
6. Complete and return [COVIDSafe Nipper Program Information](#).

2.3. COVIDSafe Officer/s – Nippers

The COVIDSafe Officer/s – Nippers will play a pivotal role in the health and safety of members, nippers, Age Managers and spectators involved with the Nipper program at your club.

At your club, a COVIDSafe Officer – Nippers will ensure the safe delivery of the Nipper program and provide oversight to all COVIDSafe practices throughout the activity.

[COVIDSafe Officer – Nippers Position Description](#)

2.4. Roles and responsibilities

The table below outlines the responsibilities of those involved in the Nipper program.

ROLE	RESPONSIBILITIES
<p>All</p> <p><i>Nippers, parents/carers, Junior Coordinators, COVIDSafe Officers, Age Managers, Age Manager Assistants, Starfish Mentors, First Aid and Water Safety Personnel</i></p>	<ul style="list-style-type: none"> • Be positive and enjoy Nippers! • Understand that Nippers will be different this year and adapt if and where necessary • Adopt an ‘arrive, participate, and leave’ approach • Change and shower at home • Arrive at your allocated time, not prior • Stay at home if you are unwell – complete the COVIDSafe Personal Health Checklist each time prior to attending Nippers • If you are unwell within 14 days post-session, report immediately to the club COVIDSafe Coordinator and get tested • Wear a face mask as per government guidelines • Ensure you maintain good hygiene practices (e.g. hand hygiene before, during and after the session, cover your mouth if you cough or sneeze) • Maintain physical distancing both in and around the club house and on the beach • Ensure you sign yourself in and any children attending via the QR code or where not available via a register when attending Nippers (to assist with contact tracing) • Check in and out your nipper/s to the program, via the club’s processes • Bring and use your own sunscreen, water bottles, towels, and your own food, don’t share with others • Encourage other ways to celebrate achievements that does not involve high fives • Encourage others to follow protocols and keep everyone safe.
<p>COVIDSafe Coordinator</p>	<ul style="list-style-type: none"> • Proactively support the return to activity under the current Victorian Government COVID-19 protocols • All clubs are required to have a nominated COVIDSafe Coordinator to oversee the club’s COVIDSafe Plan • Actively liaise with the club COVIDSafe MLD Program Officer • For full list of responsibilities refer to the COVIDSafe Coordinator Position Description.

ROLE	RESPONSIBILITIES
COVIDSafe Officer	<ul style="list-style-type: none"> • Keep up to date with the latest Victorian Government and LSV information, in relation to delivering Nippers • Proactively support the return of Nippers under the current Victorian Government COVID-19 protocols • All clubs are required to have a nominated COVIDSafe MLD Program Officer, to oversee the club's COVIDSafe MLD Program Plan • Actively liaise with the club COVIDSafe Coordinator • Report any concerns to the club COVIDSafe Coordinator • For a full list of responsibilities, refer to the COVIDSafe Officer – Nippers Position Description.
Junior Coordinator	<ul style="list-style-type: none"> • Keep up to date with the latest Victorian Government and LSV information, in relation to delivering Nippers • Be prepared and plan a program in accordance with government guidelines and LSV Recovery Roadmap, noting things can change quickly • Wear a uniform or be clearly identifiable as a trained club member • Ensure session and safety information is disseminated prior to the session so everyone knows their roles and responsibilities prior to arriving at Nippers. This includes Age Managers, Water Safety Personnel, parents/carers and participants • Implement and display Nipper COVIDSafe Signage with the COVIDSafe Officer • Be vigilant in cleaning and disinfecting equipment during and after each Nippers session, and between uses of shared equipment • Reduce physical contact between yourself and participants where possible • Ensure nippers sign in and out of sessions • Monitor parents/carers to maintain physical distancing from the sidelines • Ensure nippers maintain good hygiene practices (e.g. hand hygiene before, during and after the session) • Actively liaise with your Age Managers, Assistants and Water Safety Personnel • Actively liaise with the club COVIDSafe Officer – Nippers. • Proactively report any concerns to the club COVIDSafe Coordinator.

ROLE	RESPONSIBILITIES
Age Managers	<ul style="list-style-type: none"> • Wear your Age Manager uniform or be clearly identifiable as a trained club member • Ensure you are aware of program information and logistics prior to attending each session • Ensure your age group has had the appropriate communication, including safety information, prior to attending the session • Be vigilant in cleaning and disinfecting equipment during and after each Nippers session, and between uses of shared equipment • Reduce physical contact between yourself and participants where possible • Ensure nippers sign in and out of sessions • Actively liaise with the Junior Coordinator • Proactively report any concerns to the club COVIDSafe Officer – Nippers • For a checklist of requirements, view the Age Manager, Assistant, & Water Safety Checklist.
Nippers	<ul style="list-style-type: none"> • Have fun, make new friends, stay safe and learn lots • Make sure you listen to your Age Manager and follow all their instructions • Maintain good hygiene practices (e.g. hand hygiene before, during and after the session) • Bring your own nipper cap, high vis rash vest, goggles and other equipment and make sure you keep the items close to you throughout the session • Make sure you go straight to your group and stay within your allocated group for the whole Nippers session • For nippers 12 years and over, wear a mask as per guidelines • Make sure you check out with your Age Manager at the end of Nippers • For a checklist of requirements, view the Nipper & Parent or Carer Checklist
Program helpers / Water Safety Personnel	<ul style="list-style-type: none"> • Be identifiable through vest, club shirt, rash vest and/or water safety uniform • Ensure you understand your role and all safety information prior to the Nippers session • Must remain with your allocated group throughout the program

ROLE	RESPONSIBILITIES
	<ul style="list-style-type: none"> • Be vigilant in cleaning and disinfecting equipment during and after each Nippers session, and between uses of shared equipment • Reduce physical contact between yourself and participants, where possible • Ensure nippers in your care are supported in a positive and friendly manner to meet guidelines and requirements • Ensure you wear a mask as per guidelines • For a checklist of requirements view the Age Manager, Assistant & Water Safety Checklist.
Starfish Nipper Mentors	<ul style="list-style-type: none"> • Details to be provided shortly.
First Aid Coordinator	<ul style="list-style-type: none"> • Ensure you understand and follow the First Aid Responder Checklist • Ensure you have appropriate PPE.
Spectators (parents/carers)	<ul style="list-style-type: none"> • Complete Nipper/club registrations online prior to attending Nipper programs • Make sure you are aware of Nippers session safety information prior to turning up to the program, e.g. where is your child meant to meet, how do you sign in and out, etc. • Proactively and positively discuss with your child about the changes implemented this year • Ensure you maintain physical distancing, follow instructions and encourage others to do the same • For a checklist of requirements view the Nipper & Parent or Carer Checklist.

3. Nipper program planning

3.1. Nipper program requirements

The table below outlines information to assist clubs with planning for Nipper programs, by outlining changed requirements to be implemented to create a COVIDSafe Nippers environment.

ITEM	REQUIREMENT
Briefings / Nippers Personnel	<p>It is critical that that all involved in Nipper programs turn up and understand what their role is, new requirements, and how the program will run, recognising this will is one of the most important areas that will impact implementing a COVIDSafe and successful program.</p> <p>Briefings may include:</p> <ul style="list-style-type: none"> • COVIDSafe Training • Program overview • Sharing of checklists and guides • Where to go for information: LSV recovery page or Club website • Changes to programs • Rosters • Overview of new positions.
New Awards training, i.e. SRC	<p>Clubs are required to follow the New Awards – Training Delivery Plan 2020-21, should they wish to deliver the Basic Emergency Care, Resuscitation and SRC Awards, as part of the Nipper Program.</p>
Cleaning Nippers equipment	<ul style="list-style-type: none"> • Ensure any cleaning activities are undertaken whilst wearing adequate PPE • Clean all Nippers equipment used throughout and after activities, in accordance with the COVIDSafe Cleaning Guide.
Communication	<ul style="list-style-type: none"> • Communicate safety arrangements to all involved regularly before attending sessions. It is critical that everyone knows their roles, responsibilities and where to go prior to attending • Communications should be regular, consistent, and transparent • Communicate changes and updates to programs proactively, positively and in a timely manner where possible • Take an educative approach to new requirements • Be positive, tell people what they can do! • Communicate ‘arrive, participate, and leave’ approach to nippers this season

ITEM	REQUIREMENT
Contract tracing	<ul style="list-style-type: none"> Nippers, Age Managers, Water Safety Personnel, and spectator attendance will be required to be tracked, for contact tracing purposes Refer to the COVIDSafe Contact Tracing Guide
COVIDSafe Nipper program signage	<ul style="list-style-type: none"> Clubs will be provided a specific Nippers COVIDSafe signage pack Signage should be placed in specific locations to communicate most effectively to prevent transmission and manage the safety of members, participants, spectators, and members of the public Refer to the Nipper Signage Checklist
Equipment use	<ul style="list-style-type: none"> The use of shared equipment should be discouraged Nippers' personal items should be kept in designated spaced area, where individuals can access. Use of communal tubs should be avoided.
Face masks	<p>All members and spectators (parents/carers) 12 years+</p> <ul style="list-style-type: none"> Wear masks to and from the beach, and when not undertaking activity as defined below, and as per government guidelines When not wearing a mask, it should be kept in belongings in sealable bag or similar. Always take steps that are safe and reasonably practical <p>Nippers 12 years+</p> <ul style="list-style-type: none"> Do not need to wear masks if undertaking rigorous beach activity Do not need to wear a mask if you are in the water Nippers will need to wear a mask if undertaking education sessions, where participants remain stationary or limited movement <p>Age Managers and Assistants</p> <ul style="list-style-type: none"> Do not need to wear masks if educating and remaining in the same position, but must remain physically distanced to participants Must wear a mask if you are moving around the beach <p>Water Safety Personnel</p> <ul style="list-style-type: none"> Must wear a mask if you are moving around the beach Do not need to wear a mask if you are in the water <p>Starfish Nipper Mentors</p> <ul style="list-style-type: none"> Must wear a mask if you are moving around the beach Do not need to wear a mask if you are in the water

ITEM	REQUIREMENT
Group management	<ul style="list-style-type: none"> • Limit group size in accordance with the LSV COVIDSafe Plan and Recovery Roadmap as directed by DHHS guidelines • Encourage participants to not spend additional time in the area, <i>'arrive, participate and leave'</i> • Clearly mark a designated grouped area where each age group/group will conduct their specific program to prevent co-mingling between groups • Use signage to mark pathways and key information • Members in roles should wear uniform including visible COVIDSafe Officers • Proactively educate and remind members of key messaging and requirements • Keep nippers moving and not gathering together
Hygiene	<ul style="list-style-type: none"> • Communicate and practice good hygiene before, during and after sessions • Set up and monitor sanitation stations throughout the program
LGA communication	<ul style="list-style-type: none"> • LSV will actively communicate with LGA's and Land Managers regarding COVIDSafe approach to season • Clubs should liaise with the local council to ensure they are aware of the club Nippers delivery structure and approach
Lost and found	<ul style="list-style-type: none"> • Items such as drink bottles and rash vests that are left behind at the end of a Nippers session should be disposed of.
Nipper program attendance tracking	<ul style="list-style-type: none"> • Nipper sign in and out required with the Age Manager. LSV strongly encourages and recommends using the LSV Nipper App.
Nipper program personnel, i.e. Age Managers, Water Safety Personnel	<ul style="list-style-type: none"> • Age Managers and Assistants should remain with the same group throughout the program. Sharing Age Managers will increase risk and compromise COVID safety • Where possible, Water Safety Personnel should remain with one group. Sharing Water Safety Personnel may increase risk and compromise COVID safety • A decision to share Water Safety Personnel should be done in consultation with the club's COVIDSafe Coordinator and committee • The creation of 'work' bubbles will assist in limiting the cross contamination of groups.

ITEM	REQUIREMENT
<p>Nipper Preliminary Skills Evaluations</p>	<p>It is important that Nipper Preliminary Skills Evaluations are completed prior to nippers entering the water.</p> <p>This year children have not had the same access to swimming lessons and pools to keep up their technique and physical fitness. Clubs will need to be extra vigilant to ensure this risk mitigant is completed to ensure the safety of nippers in the open water.</p> <p>Consider the following when planning for Preliminary Skills Evaluations:</p> <ul style="list-style-type: none"> • Ensure nippers complete in a safe aquatic environment • Adhere to water safety ratios for Preliminary Skills Evaluations as set out in the Water Safety Policy and Procedures • Will participants be able to complete in pools prior to Nippers? If not, how can you incorporate into the first sessions? <ul style="list-style-type: none"> – Limit numbers in the first sessions – Some age groups start as beach only, and stagger completion over several sessions – Run an initial pool session, prior to heading to the beach – Partner with a club that may start earlier than your program • Offer encouragement; these assessments can be distressing for some nippers. Emphasise they can work towards completing the required distance if necessary • If conducting Preliminary Skills Evaluations at pools, you must follow the pool’s COVIDSafe Plan and ensure numbers are limited to those directed by DHHS at that time.
<p>Registrations & nipper packs</p>	<ul style="list-style-type: none"> • Develop a Nippers registration process that does not involve large gatherings • Clubs are encouraged to offer Nippers registrations via the SLS Members Area for contactless transactions • Nippers must be pre-registered to the program to avoid on-day turn ups (communications should go out prior to turning up to sessions) • If a family turns up and wants to participate, provide them the appropriate information to join online and COVIDSafe information before they can join the program • It is important that they are aware of the information before they join the program.

3.2. Nipper program modifications

The table below outlines information to assist lifesaving clubs with planning for Nipper programs, by offering different solutions to challenges faced by the COVID-19 Pandemic.

ITEM	MODIFICATIONS
Club merchandise	<ul style="list-style-type: none"> Clubs are encouraged to consider offering online ordering and payments to reduce the need for physical contact; sizing information will need to be made clear Consider how you will distribute safely; via mail, different pick up times, etc.
Nippers IT	<p>The Nippers Administration App V3.0 will be ready for start of season. We recommend clubs use the App for program planning and on-day Nipper check in and out.</p> <p>https://nipperapp.sls.com.au/</p>
Nipper program scenario variations	<p>Nipper program sizes will need to be considered to accommodate the most up to date participant numbers as per Government guidelines and physical distancing requirements.</p> <p>Consider your beach size, beach visitation and club calendar to determine your program scenario for the season.</p> <p>Consider the following modifications to assist with planning:</p> <ul style="list-style-type: none"> Set a maximum for overall Nipper numbers Reduce duration of program Schedule different age groups on different days or at different times Ensure beach set-up accommodates for all area requirements, including spectator areas and designated public space that allows clearance between program and members of public Use alternate locations (beaches) Deliver sessions earlier in the day to avoid busy beach attendance times Stagger start/finish times to allow additional time between age groups and/or activities to limit the amount of people on the beach Avoid finishing Nippers at the same time as patrols or other activities are commencing.

ITEM	MODIFICATIONS
<p>Pre-session briefing</p>	<p>Consideration should be given to communicate the following Nippers information to all those involved in the program, prior to arriving at Nippers. This could be via email, recorded video, video conferencing or similar:</p> <ul style="list-style-type: none"> • Approach to the season: including guiding principles and <i>'arrive, participate, and leave'</i> approach to Nippers this season • Arrival procedure, staggered starts and pedestrian flow (limit large number of people arriving at once) • Sign in and out procedure, including QR code sign in requirements and Nipper sign in/sign out requirements (avoid congregation at a single point for these processes): <ul style="list-style-type: none"> – Potential to have different people in charge of sign ins and outs for each group – QR code stations set at several key points upon arrival. • Use of facilities (limited use of changerooms and club house) • Briefings to Age Managers, Starfish Mentors, Water Safety Personnel, parents/carers and nippers • Activities involving equipment • Rotation of activities • Beach set up • Maximum number of attendees includes participants, support personnel (Age Managers, Water Safety Personnel, coaches, etc.) and spectators (parents/carers) • Supporting activities (e.g. BBQ and canteen operations) • Traffic and pedestrian management • Entry and exit points • Key contacts this season • COVID-19 related concerns, escalation and key protocols • Wet weather/poor conditions, beach closure and case protocols • Communication protocols – what information to expect, how often and by what media: <ul style="list-style-type: none"> – Pre-season – dates and information – During season – session, activity or program changes.

ITEM	MODIFICATIONS
<p>Rosters</p>	<p>Consider using a volunteer roster system. This will ensure clarity of who is doing what, when and where. It will also show the amount of time that volunteers are allocated, so you can better manage volunteer burnout.</p>
<p>Session updates</p>	<p>Develop a system using technology, such as Nipper App, SurfGuard, Team App and/or videos to provide proactive information regarding a session and reminders prior to each session.</p> <p>Where changes are required, including cancelling of session or designated areas, communicate these in advance where possible.</p>
<p>Uniforms</p>	<p>Nippers, Water Safety personnel and all roles should be issued with their own rash vests/uniform items. Sharing of items should be avoided where possible.</p> <p>If sharing is required, then individuals should be issued item for the full session and designated contactless return at end of session protocols should be in place.</p> <p>Refer to COVIDSafe Cleaning Guide to ensure appropriate cleaning and disinfection occurs.</p>

3.3. Beach set up and pedestrian management

3.3.3. Beach set up guidelines

ITEM	MODIFICATIONS
Designated areas	<ul style="list-style-type: none"> • Groups should be spaced across the beach with adequate spacing between each group • Each group area should be marked using bunting or similar • Display COVIDSafe signage in appropriate places • Ensure groups have areas allocated to them to avoid movement from area and cross mingling of groups • Allow for adequate room for members of the public to access beach whilst maintaining separation for Nippers groups to minimise cross contamination.
Hygiene	<ul style="list-style-type: none"> • Hygiene stations should be allocated per group
Contact tracing	<ul style="list-style-type: none"> • Ensure multiple QR code stations set up in arrival areas
Physical distancing	<ul style="list-style-type: none"> • Ensure separate sign in and out locations per grouping for nippers (depending on numbers) • Ensure clearly defined entry and exit points to the beach area (separate entrances and exits), where possible • Ensure one-way walkways, where possible • Ensure parents/carers have a designated spectator area with adequate room for physical distancing based on required density quotient.
Communicate	<ul style="list-style-type: none"> • Develop a beach map and share information to participants, parents/carers and designated roles prior to season commencement and each session.

- [COVIDSafe Beach Set-up Guide](#) (includes example of a layout of beach with relevant positioning, spacing, signage and significant elements)

3.3.4. Pedestrian flow management guidelines

- Display COVIDSafe directional signage in appropriate places
- Consider flow of pedestrian from carparks to beach and then onto beach
- Ensure clear entry and exit points to beach area from clubhouse and parking
- Ensure clear entry and exit points to clubhouse and equipment storage
- Ensure one-way walkways (separate entrances and exits, where possible).

4. COVIDSafe practices

The table below outlines important COVIDSafe information to be adhered to across all lifesaving activities. For further information on these items, contact your club's COVIDSafe Coordinator. All information can be found here – <https://lsv.com.au/clubcovidrecovery/>

ITEM	REQUIREMENTS
General cleaning	<ul style="list-style-type: none"> • Adopt health and hygiene measures, specific to routine cleaning, and decontamination following a suspected or confirmed case of COVID-19, in accordance with the COVIDSafe Cleaning Guide • Members must maintain a safe and clean environment, report any issues and stay up to date with the updated policies and protocols.
General communication	<ul style="list-style-type: none"> • Please view the COVIDSafe Communications Template • Clubs can adapt and use to inform members.
Contact tracing	<ul style="list-style-type: none"> • LSV recommends using COVID Comply – Attendance Tracking App at your location. Refer to the COVIDSafe Contact Tracing Guide • This App should be used for contact tracing in accordance with Victorian Government requirements • If your club chooses not to use the COVID Comply App or it is unavailable, you can use the Victorian Government Workplace Attendance Register.
COVIDSafe signage	<ul style="list-style-type: none"> • Clubs have been provided with a generic COVIDSafe signage pack. Signage should be placed in specific locations to communicate most effectively to prevent transmission and manage the safety of members and visitors as per the COVIDSafe Signage Checklist
Facility use	<ul style="list-style-type: none"> • Clubs are required to complete a core set of actions in opening up access to facilities to prevent transmission and manage the safety of your members and visitors as per the COVIDSafe Facility Setup Checklist
Personal health checklist	<ul style="list-style-type: none"> • Each individual must complete a self-questionnaire before engaging in any activity (including Nippers), to determine whether they are COVIDSafe to participate • Refer to the COVIDSafe Personal Health Checklist

ITEM	REQUIREMENTS
	<ul style="list-style-type: none"> If you answer yes to any of the questions you should not engage in any activity. You should get tested for COVID-19, go home, and stay home until you receive your test results.
Plan for suspected case of COVID-19	<ul style="list-style-type: none"> Refer to the COVIDSafe Emergency Action Plan The guide is intended to assist clubs to respond in the event of a suspected case or confirmed case of COVID-19.
Physical distancing	<ul style="list-style-type: none"> Set up COVIDSafe signage Set up one-way walkways (separate entrances and exits), where possible Calculate and set maximum capacity of areas and communicate Set up with 1.5m distancing mapped and signed Close non-use areas and communicate with signage.
Hygiene	<ul style="list-style-type: none"> Sanitisation stations are required to be provided throughout the facility, including hand sanitiser, anti-bacterial wipes and a disposal bin Bathrooms are required to be well stocked with hand wash and paper towel Adopt good hand hygiene practices (e.g. hand hygiene before, during and after the session).
Unwell during activity	<p>Clubs must ensure a protocol is in place to advise members to isolate if unwell during an activity.</p>

6. Modified activities

Guiding principles

The Nipper program (including Starfish Nippers) delivery framework and lesson plans have been modified this season. The guiding principles for program delivery this season are:

1. We are here to learn, make friends and have fun!
2. Things will be different this year and that's ok!
3. We are doing our best and we do what we can!
4. We all need to do the right thing to be safe!
5. Encourage a fun, safe and positive environment.

6.1. Nippers Education Lessons guiding principles

The Nippers Education Lessons have been modified to:

1. Encourage learning and building water safety knowledge
2. Encourage physical distancing
3. Use outdoor areas to deliver sessions
4. Stay in a designated area and minimise beach walks
5. Current training guidelines must be followed for Basic Emergency Care, Resuscitation and SRC.
 - [Click here](#) for modified education lesson guidance
 - [Click here](#) for modified Starfish Nipper lesson guidance. *(Coming soon)*

6.2. Nippers Skills Lessons Guiding Principles

The Nippers Skills Lessons have been modified to:

1. Encourage learning and building water safety skills
2. Encourage physical distancing
3. Stay in a designated area
4. Focus on skill development rather than racing and/or racing against own times
5. No intentional contact, use practical applications to avoid contact (e.g. point to point, staggering starts, allocating lanes, etc.)
6. No tagging
7. Minimise use of shared equipment.
 - [Click here](#) for modified Nippers Skills session guidance
 - [Click here](#) for modified Starfish Nippers Skills Lessons guidance. *(Coming soon)*

6.3. Nippers Games guiding principles

The Nippers Games have been modified to:

1. Focus on fun
 2. Encourage physical distancing
 3. Stay in a designated area
 4. No intentional contact (practical applications should be applied to avoid contact)
 5. No tagging
 6. Minimise use of shared equipment.
- <https://lsv.com.au/clubcovidrecovery/covidsafe-modified-games-guidelines/> Click here for modified Nippers Games guidance
 - [Click here](#) for modified Starfish Nippers Games guidance. *(Coming soon)*

6.4. Online resources – Nipper Hub

LSV will release a Nipper Hub (coming soon) that will contain online resources, videos, virtual reality and games for individual nippers and clubs to utilise. The Hub can be used to supplement face to face offerings and encourage nippers to stay connected, learn and have fun year-round.

Clubs may utilise to supplement the program, should they be unable to deliver all sessions and/or to all age groups this season due to capacity, wet weather, poor conditions, club closure or restrictions, by setting tasks or referencing resources.

The Hub is also intended as an add value to programs and offerings from clubs, this includes:

- Water Safety @ Home
- Virtual reality
- Quizzes
- Gamification

The information below will be housed in The Hub or can be used independently. The Hub will continue to be developed, and new elements added.

6.4.1. Water Safety @ Home

Life Saving Victoria has developed The Water Safety @ Home series which provides online, practical sessions for kids to stay active, and learn water safety, CPR, first aid, swimming and the lifesaving Nippers program – all from home. There are also accompanying workbooks to help participants work through the session.

Session age ranges are from early childhood through to upper primary school-age and include:

- Nippers @ Home
- Water Safety Watch and Learn
- CPR for Kids @ Home
- First Aid for Kids @ Home
- Swimming @ Home

For all content visit: <https://lsv.com.au/education/watersafetyathome/>

6.4.2. Virtual reality

LSV is using virtual reality (VR) technology to educate the community about water safety. Below are a range of great educational VR Tours (a series of 360° images), each complemented by engaging curriculum-aligned teaching resources.

Immerse yourself now in the following VR Tours: <https://lsv.com.au/vr/>

- LIFESAVING VOLUNTEERS TO THE RESCUE

This tour follows Hayden, one of Life Saving Victoria's volunteer lifesavers and rescue swimmers for the Westpac Lifesaver Rescue Helicopter Service, during a rescue mission. The tour shows Hayden in various locations throughout the rescue; from the helicopter base, to the helicopter in mid-rescue. Through this tour we showcase the valuable contribution that volunteers make to society.

- LIFE ON THE MURRAY RIVER

This tour describes life on the Murray River; the Murray River is a rich part of the Australian landscape. Throughout history, the Murray River has been a source of food, trade and life sustaining biodiversity. Flowing for more than 2,500 km through three states, it also has its dangers. The Murray River is Australia's number one drowning blackspot. Understanding and respecting the river is crucial for its survival and ours.

- EVERYDAY LIFESAVERS – RESPONDING TO AN EMERGENCY

Anybody can be an Everyday Lifesaver; an Everyday Lifesaver is someone who has the knowledge and skills to help someone in an emergency. This tour covers the DRSABCD emergency response action plan and basic first aid. Having this knowledge is one way you can become an Everyday Lifesaver, while also being aware of potentially dangerous situations to prevent injuries and accidents.

- VISITING THE BEACH

This tour follows two friends, Anna who is from India and Rangi from Samoa, visiting popular beaches in Victoria, Australia. The tour will show Anna and Rangi enjoying different beach activities including rock fishing, snorkelling and swimming. Beaches are wonderful places to visit but they each have dangers to look out for. Anna and Rangi will take us through different beach safety messages that they have followed to keep themselves and their friends safe at the beach.

- RIP CURRENT SAFETY

The VR videos below provide students an immersive learning opportunity to experience what it is like to visit the beach, without even leaving the classroom! The videos are designed to empower children with knowledge and skills on key safety elements of visiting coastal environments, including reading safety signs and surviving a rip current.

There are four videos/lessons and these can be watched individually but should ideally be viewed in a sequence. There are also teaching resources available to complement each video. Please note, the videos were primarily developed for Year 5 & 6 students and so the resources are designed for this school level. However, the videos can be informative for children and adults and the videos are not restricted to this age group.

- READING SAFETY SIGNS

Safety signs at the beach give visitors information and warnings about beach hazards to be aware of. It is important to find, read and understand the information and warnings on the sign before going on to the beach. Signs are there for a reason and it is important to read them if you see them! Watch the video to learn how.

6.4.3. Quizzes

LSV has developed a number of quizzes to test and support nipper learnings. Nippers can have fun, gain badges and compete against each other.

6.4.4. Games

The [Everyday Lifesaver App](#) is designed to complement and support existing community water safety initiatives. We encourage community organisations such as lifesaving clubs and aquatic facilities (swim schools) to promote the App to their members and local community.

The game tests and support Nipper learnings. Nippers can have fun and compete against each other.

7. Checklists & FAQ

A number of checklists have been created to assist with both planning the program and communicating with Nippers families:

1. [COVIDSafe Nipper Program Checklist](#)
2. [COVIDSafe Age Manager, Assistant and Water Safety Checklist](#)
3. [COVIDSafe Nipper and Parent or Carer Checklist](#)
4. [COVIDSafe Nipper Program FAQ](#)
5. COVIDSafe Nipper signage checklist (*coming soon*).

8. Training & collaboration

8.1 Nipper delivery personnel training

LSV will facilitate COVIDSafe training in November online for the following roles:

- Junior Coordinators
- COVIDSafe Nipper Officers
- Age Managers, Assistants and Mentors
- Water Safety Personnel

8.2 Online Training

LSV recommends that all Nippers personnel and members undertake infection control training to better understand transmission and controls.

- LSV recommends the following training (*coming soon*)

8.3 Collaboration Sessions

LSV will continue to collaborate with clubs and will facilitate sharing and collaboration with a designated information session in the lead up to, and during, the season, for Junior Coordinators and COVIDSafe Officers.

9. Other information

9.1. Council planning permits

Clubs should liaise with councils to discuss beach usage ahead of program commencement. Although permits traditionally have not been required for Nippers activities, given multiple group usage, peak periods, and public interaction, LSV recommends communicating with LGA's and Land Managers regarding plans to ensure no additional requirements exist this season.

9.2. Overnight stays

Non-essential (patrols) overnight stays including training camps should not be planned until further notice (this is scheduled to be reviewed 1 December 2020).

9.3. Food handling/BBQ's

Clubs must minimise groups congregating and hygiene risks by avoiding lines and waiting and the sharing of food and drink. As such, we recommend not running BBQ's at present, and would

encourage clubs to find alternate options that do not required congregating or communal/shared condiments, etc. As the season progresses, we will review in the current climate.



10. Contacts

To contact a member of the M&LD team:

- a) Email: nippers@lsv.com.au
- b) Phone: 03 9676 6945

Appendix A – Nippers Starter Pack

LSV will provide clubs a Nippers Starter Pack which will include signage use on programs. Clubs may purchase additional signage through <http://returntonippers.com.au/> (coming soon).

Signage type	Information	Approx. Qty numbers and final signage to be confirmed
A-frame pop up corflute 	<i>Enter Here</i>	x 8
	<i>Exit Here</i>	x 8
	<i>Return to Nipper Guidelines</i>	x 4
	<i>Social Distancing</i>	x 4
Bollard covers 	<i>Social Distancing</i>	x 6
COVID Officer Vests	High-Vis	4
Bunting	High Vis	200M

- [COVIDSafe Nipper Signage checklist](#) (coming soon)

Appendix B – Personal Protective Equipment (PPE)

Clubs will need to ensure the following PPE is in place:

- Sanitiser stations
- Cleaning
- First aid kits and First Responders.

Appendix C – Communication

The following templated information is provided for clubs to use and adapt:

1. Email template to parents/carers

Dear Nipper Parents / Carers,

We are looking forward to welcoming you back to Nippers this season!

We are committed to keeping all members of the club safe, and we thank you for your support and understanding in these changing times. While we know this year is different, we are keen to for Nippers to continue.

How Nippers will run at [club name]

This year Nippers will operate in a modified capacity based on our COVIDSafe plans, in line with the Victorian Government Roadmap.

[Address start times, scheduling and any club specific changes to logistics and operations].

The advice this season is to **'arrive, participate and leave'**. We are asking all parents to comply with this, avoiding spending additional time at the beach outside of Nippers.

This season, Age Managers and Water Safety Personnel will help us ensure that nippers are kept safe both in the water and on the beach. As always, we would love for more people to join the team! If you are interested to find out more, we are running an Age Manager Course on [DATE] and a [Surf Rescue Certificate / Bronze Medallion] course on [DATE].

Staying safe

We are asking all parents / carers to support us to meet government requirements and stay safe by:

- Staying at home if you or your child have any COVID-19 symptoms or are unwell
- Practicing good hygiene
- Wearing a face mask
- Going directly to your allocated group areas
- Ensuring that you sign in when attending Nippers to assist with contact tracing
- Maintaining physical distancing while spectating, both in and around the clubhouse and on the beach
- Bringing your own sunscreen, water bottles and towels to avoid sharing
- Adopt an **'arrive, participate, and leave'** approach – get ready and shower at home.

Supporting our sponsors

Our sponsors play an important role in our club. [Insert Information about how local sponsors can be supported].

Closer to the start of Nippers we will provide more information on the program and safety information, as well as how you can help us complete the mandatory record keeping each time you visit the club.

As the Victorian Government Roadmap and our COVIDSafe plans adapt prior to season start, we will endeavour to update you on information as it becomes available.

We are committed to keeping all members of the club safe, and we thank you for your support and understanding in these changing times.

We look forward to seeing you on the beach!

Kind Regards,

Junior Coordinator

2. Template text message to parents

Nippers is set for *[Insert Date]*! Check the club website and emails for information and key dates. Stay safe and see you on the beach.

3. Email template to Age Managers

Dear Age Managers,

We are looking forward to welcoming you back to Nippers this season!

We are committed to keeping all members of the club safe, and we thank you for your support and understanding in these changing times. While we know this year is different, we are keen to for Nippers to continue.

How Nippers will run at [club name]

This year Nippers will operate in a modified capacity based on our COVIDSafe plans, in line with the Victorian Government Roadmap.

[Address start times, scheduling and any club specific changes to logistics and operations].

Like always, only qualified members will be able to support the delivery of Nippers. As Age Managers, we need your assistance to ensure this is complied with. Please encourage other members and parents to become qualified Age Managers or Water Safety Personnel this season. We are running an Age Manager Course on *[DATE]* and a *[Surf Rescue Certificate / Bronze Medallion]* course on *[DATE]*.

Staying safe

For your information, we have attached our COVIDSafe Nippers Plan and for general use of the club house. We will walk you through this at our pre-season meeting, but please take the time to familiarise yourself with it.

Some of the things we will be asking you to do this season to support us to meet Government requirements and stay safe include:

- Staying at home if you are unwell
- Wearing your Age Manager uniform or being clearly identifiable as a trained club member
- Assist with contact tracing, by signing in when you arrive
- Being vigilant in cleaning and disinfecting equipment throughout and after each Nippers session
- Reducing physical contact between yourself and participants and between participants where possible
- Ensuring all nippers sign in and out of sessions
- Encouraging parents/carers to maintain physical distancing from the sidelines
- Ensuring nippers maintain good hygiene practises (e.g. hand hygiene before, during and after the session).

If you feel uncomfortable participating as an Age Manager this season, please do let us know as soon as possible to assist with our planning.

As the Victorian Government Roadmap and our COVIDSafe plans adapt prior to season start, we will endeavour to update you on information as it becomes available.

We are committed to keeping all members of the club safe, and we thank you for your support and understanding in these changing times.

Kind Regards,

Junior Coordinator

4. Video Communications

- (a) For general [COVIDSafe Plan Overview](#) - Video
- (b) Welcome back to Nipper, learning, being safe and having fun (participants) -Video (coming soon)
- (c) Welcome Back to Nippers – a guide for parents and carers – Video (coming soon)
- (d) Welcome Back to Nippers - a guide for Age Managers, assistants, water safety, mentors and helpers – Video (coming soon)

5. General information

For general COVIDSafe communications templates, see [COVIDSafe Communications Templates](#).