



AUSTRALIAN LIFESAVING  
**ACADEMY**  
NEW SOUTH WALES

SURF LIFE SAVING  
**NEW SOUTH WALES**



# COVID-19 Information Pack

*COVID-19, Training and what we are doing to protect you.*



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# COVID-19 Information Pack

Effective 28<sup>th</sup> November 2022

Everyone has the right to a healthy and safe training environment. As COVID-19 restrictions are evolving, our staff will continue to adapt and promote safe training practices, to ensure training environments support physical distancing and exemplary hygiene measures that will be an important part of the transition – and unforeseeable future.

Recognising that the COVID-19 pandemic is a public health emergency that requires a uniquely focused approach to training and assessment, and decisive actions founded on expert health advice, Surf Life Saving NSW (SLSNSW) has brought together the following information as a guide to help manage the hazards with face-to-face training and education activities, such as CPR and First Aid training.

The guidance within this document is effective as of the date indicated above.

## COVID-19 Signs and Symptoms

**Everyone has a duty of care to their workplaces and others.**

If you have any of the following symptoms you it is recommended you **not attend** any form of training:

- i. Fever
  - ii. Respiratory symptoms such as coughing, sore throat and shortness of breath
  - iii. Other symptoms can include runny nose, headache, muscle or joint pains, nausea, diarrhoea, vomiting, loss of sense of smell, altered sense of taste, loss of appetite and fatigue.
- a. The Australian Department of Health recommends using the [Healthdirect Coronavirus \(COVID-19\) Symptom Checker](#) to answer questions about symptoms to see if you or someone needs to seek medical help or get tested.



## Face Masks

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Masks are encouraged (*or as per the workplaces COVID Safety Plan*) in settings where you cannot physically distance.

## Vaccination

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Face-to-face training has returned for both vaccinated and unvaccinated workforce and learners.

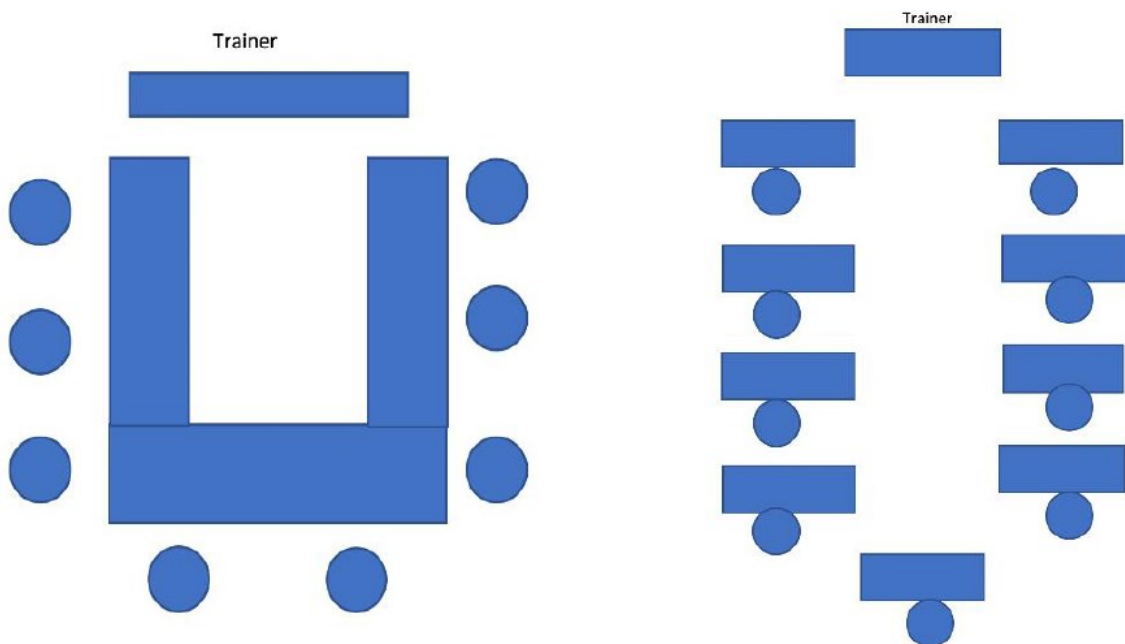
## Training Room or Area Set-Up

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SLSNSW recommends a Training Room or Area should be set-up to promote physical distancing to prevent the spread of COVID-19.

Training rooms or areas are best to be arranged in classroom style where possible—use the U Shape setup or individual desk setting to enable clear observation and ensuring adequate distancing between everyone. See the two example room configurations in this document that are recommended yet not mandatory

Examples of how a classroom can be re-configured:



## Hygiene and Cleaning

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Coronaviruses, such as COVID-19, can survive on surfaces for a few hours or up to several days depending on the temperature, humidity and type of surface. Keep yourself and others safe by taking good hygiene measures and cleaning frequently.

### Cough etiquette

- a. Cough into a bent elbow if coughing while not wearing a face mask.
- b. Remove yourself immediately from any form of training environment if you start coughing as a dry cough is a common symptom associated with COVID-19 (see Notifications section of this document)

### Training room

- a. Clean and disinfect all tables and surfaces prior to training commencement
- b. Have gloves available for people to use during training
- c. Thoroughly cleaning all surfaces

### Hand Washing

- a. Avoid sharing equipment where possible to reduce the frequency of washing hands (and equipment)
- b. Each person to follow personal hygiene requirements. This includes washing their hands for at least 20 seconds with soap and water or use an alcohol-based sanitiser with at least 60% alcohol prior to commencing their practical assessment

### Writing and paperwork

- a. Avoid sharing writing tools such as pens and pencils
- b. Participants should use their own pens to complete any paperwork
- c. Participants to clean hands prior to writing on, completing and submitting paperwork
- d. Should any writing tools need to be shared, they should be disinfected between users.

## CPR and First Aid - Training and Assessment

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On the 3rd of May 2021 the Australian Industry and Skills Committee (AISC) provided updated advice to Registered Training Organisations about the delivery of First Aid Training during the COVID-19 pandemic. This advice outlined reasonable adjustments recommended by the First Aid Industry Reference Committee (IRC).

On the 30th of May 2022 the First Aid IRC discussed the current reasonable adjustment following a request from the Australian Resuscitation Council (ARC) to reconsider the current advice. From these discussions the First Aid IRC has advised the Australian Industry and Skills Committee that all reasonable adjustments implemented during the pandemic should be removed before the 1st of September 2022.

This means that training and assessment activities undertaken during First Aid and CPR courses will revert to pre-covid conditions. Specifically, learners will be required to demonstrate rescue breathing techniques on manikins and not simulate such skills to the side of the manikin as previously allowed during the pandemic. Learners will not have the opportunity to request an exemption from providing rescue breaths if they wish to gain a competent result in the Unit of Competency and/or qualification.

Additionally, any other adjustments that RTOs may have made during the COVID-19 pandemic should be reviewed to ensure the integrity of the Unit of Competency and/or qualification is upheld. As an example, skills such as care of the unconscious casualty, auto-injector administration and bleeding control should be demonstrated on another person (a 'casualty'), and not themselves.



## Control Measures

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All efforts should be taken to prevent viral spread. Below are some examples of safety control measures that can be included during training.

- The practicing of resuscitation techniques should be done using manikins and protective equipment, but only if the equipment can be properly cleaned and disinfected, and hand hygiene is observed before and after training. Manikin faces and lung bags will be rotated on a regular basis.
- Thorough cleaning and disinfection of training equipment between usage, as well as hand-hygiene before and after training. Trainers will ensure all participants use hand sanitizer before each assessment. Mask wearing is strongly encouraged.

## Relevant Links

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Listed below are useful resources and links:

- [NSW Government - COVID-19 rules and restrictions in NSW](#)
- [Training Services NSW - COVID-19 updates](#)
- [Safe Work Australia website for COVID-19 information for workplaces](#)
- [Australian Skills Quality Authority for FAQ on COVID-19 compliances for face to face training](#)
- [Fair Work Australia for COVID-19 and Australian workplace laws](#)
- [ACT Government - Current COVID-19 Restrictions](#)

## Contact Us



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