

COVID-19 SAFETY AND RESPONSE PLAN

*FOR OPERATIONS AT HILLARY OUTDOORS UNDER THE
GOVERNMENT'S COVID-19 RESPONSE*

HILLARY OUTDOORS UPDATED 10 November 2023

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Document Creation

This document was created using the following sources and was accurate on the most recent review date.

- Ministry of Education guidelines and requirements for schools and tertiary providers
- Ministry of Health Orders
- Guidelines and requirements written on the covid19.govt.nz website
- TEC Guidelines
- Education Outside the Classroom guidelines

Document Review Process

This is a living document and will be updated as new information and guidelines become available.

For avoidance of doubt, this document does not supersede any government guidelines that are published after the most recent review date of this document.

Teachers, instructors and camp contacts are to ensure they are operating off the most recent version of this document.

General Policy

All clients are advised of the government guideline 'if you're sick, stay at home' and should note the following:

If any staff or client are:

- Unwell – even if symptoms are mild
- A confirmed positive Covid-19 case;

They will not be allowed to participate in any Hillary Outdoors programme.

There are no vaccine requirements for participation in Hillary Outdoors programmes.

All students and accompanying adults must be made fully aware of Hillary Outdoors' COVID 19 protocols before departing for Hillary Outdoors. Visiting adults must be fully briefed on arrival night by the Instructor in Charge on the process of what to do if a student presents with symptoms.

Hillary Staff Response Protocols for Symptomatic Clients

If a client or student to Hillary Outdoors is observed with any of the following symptoms whilst onsite or during course time at Hillary Outdoors, the following procedures shall be followed:

- **Flu like symptoms**
- **Coughing**
- **A fever**
- **Difficulty breathing**

Inform the group Instructor or I/C, who will contact the Duty Manager via radio or (GBI) 09 429 0063 ext 226 (Tongariro) 027 520 1226, or 07 386 5021 or the Safety Manager & describe symptoms to the Duty Manager.

Government recommendation is to isolate for 5 days, initially an area will be provided at Hillary Outdoors. The symptomatic person must wear appropriate PPE

The symptomatic person is to RAT test. If a positive test is confirmed proceed to final actions.

If a negative test is returned, then the person is to isolate and monitor symptoms until they are no longer symptomatic.

Final Actions

The confirmed COVID positive person/s should return home as soon as possible to allow more effective self-isolation.

Transportation is to be organised by the schoolteachers or adult with the group. Hillary Staff will not be responsible for the transportation but will provide all necessary PPE to enable transportation to occur safely.

Safe transport home of the symptomatic person/s shall be at the risk and expense of the client/school, with either a private car, or private ambulance hire.