



Pandemic Policy

Purpose: Pandemics by their nature are unpredictable in terms of timing, severity and the population groups that are most affected. This version of the Mid Island Gym Sports Pandemic Plan establishes a framework for action that can readily be adopted and applied to any pandemic, irrespective of the nature of the virus and its severity.

Guiding principals: To minimise deaths, serious illness and serious disruption to communities and the economy arising from an influenza pandemic, Mid Island Gym Sports will be guided by Government and Ministry of Health legislation relating to pandemics and at all times make decisions based on the safety and well being of our staff, members and community.

Scope: This policy applies to all staff, members and community who attend this organisation, and to those who come into contact in the course of their work with Mid Island Gym Sports.

Definitions: Pandemic: An epidemic that becomes very widespread and affects a whole region, a continent or the world.

Characteristics of pandemics—pandemics are characterised by the global spread of a novel type of virus, and may cause unusually high morbidity and mortality for an extended period. Most people are immunologically naive to the novel virus, and are therefore susceptible to infection. A severe pandemic can overwhelm the resources of a society due to the exceptional number of people affected. A pandemic entails not only the emergence of a new viral subtype, but also the capacity of that virus to spread efficiently from person to person and cause significant human illness.

Responsibilities and Reviews: A review of this policy will be undertaken annually. This policy was last updated 12/08/2020 and is due to be reviewed 12/08/2021 and/or when new guidance is issued.

Pandemic Planning

Pandemic planning is dependent on not only Government and Ministry of Health legislation and guidance, but also on good decision making.

Government and Ministry of Health

The Government has taken a strategic approach to preparing for, reducing the impact of, responding to and recovering from a pandemic. Central to this approach are three overarching goals and a six-phase planning strategy

New Zealand pandemic planning is based around a six-phase strategy:

- 1 Plan For It (planning and preparedness)
- 2 Keep It Out (border management)
- 3 Stamp It Out (cluster control)
- 4 Manage It (pandemic management)
- 5 Manage It: Post-Peak
- 6 Recover From It (recovery)

Good Decision Making

The best way to act, depends on the particular situation.

In good decision-making processes we are:

- Open**
 - letting others know what is to be decided, how and on what basis
 - letting others know what decisions we have made on that basis
 - letting others know what will come next
- Inclusive**
 - including those who will be affected
 - taking everyone's contribution seriously
 - striving for acceptance of our process, even by those who might not agree with the decisions we make through that process
- Reasonable**
 - working with alternative options and ways of thinking
 - using a fair process to make decisions
 - basing our decisions on shared values, and on the best evidence available
 - responsive
 - willing to make changes and be innovative
 - changing when relevant information or context changes
 - enabling others to contribute wherever we can
- Responsible**
 - being responsible to others for our decisions and actions
 - helping others to take responsibility for their decisions and actions.

Good decisions are those we base on:

Minimising harms – protecting one another from harm

– not harming others

Respect

– supporting others to make their own decisions wherever possible

– supporting those who make decisions for people who can't make their own decisions

Neighbourliness – whanaungatanga

– helping and caring for our neighbours and community

– working together where there is a need to be met

– unity – kotahitanga – being committed to seeing this through together

– being committed to strengthening individuals and communities.

Alert Levels

The Alert Levels are determined by the Government and specify the public health and social measures to be taken in the fight against a pandemic.

Different parts of the country may be at different Alert Levels. We can move up and down Alert Levels, however Mid Island Gym Sports will not operate in any capacity at Alert Level 3 or 4.

We will operate in a varied capacity at Alert Level 2 and 1.

Level 2 – Reduce *The disease is contained, but the risk of community transmission remains.*

Sport and recreation activities are allowed, subject to conditions on gatherings, record keeping, and – where practical – physical distancing.

Mid Island Gym Sports during Alert Level 2 will:

- Ensure no more than 100 people in the building at any one time
- Provide hand sanitizer at entry and exit points
- Require all visitors and staff to sign in, either by a contact tracing register or by scanning the QR code provided
- Ask parents/whanau to consider dropping off and picking up children. If parents/whanau do stay to watch classes they will sit upstairs in the mezzanine floor viewing areas maintaining a social distance.
- Maintain social distancing where possible between athletes and staff
- Clean equipment regularly and in between classes
- This list is not exhaustive and is subject to change dependent on advice and guidelines issued by the MOH, NZ Government and Gymnastics NZ.

Level 1 – Prepare *The disease is contained in New Zealand*

No restrictions on gatherings but organisers encouraged to maintain records to enable contact tracing. • Stay home if you're sick, report flu-like symptoms. • Wash and dry hands, cough into elbow, don't touch your face. • No restrictions on domestic transport – avoid public transport or travel if sick. • No restrictions on workplaces or services but they are encouraged to maintain records to enable contact tracing.

Alert Levels 3 & 4

Under Alert Levels 3 & 4 Mid Island Gym Sports will not operate and will be shut.

Mid Island Gym Sports will notify members and the community of closure as soon as possible via Facebook, Website, or email. The closure of Mid Island Gym Sports and subsequent consequences will be aligned with the Cancellation of Classes Policy (see below).

MID ISLAND GYM SPORTS INCORPORATED

Cancellation of classes Policy

Due to Natural Disasters/Unforeseen Circumstances

Mid Island Gym Sports Incorporated reserves the right to cancel any and all classes in the event of a natural disaster, and/or unforeseen circumstances beyond their control, which would impede on the running of such classes.

The decision to cancel any classes will not be taken lightly, and will be made after taking into account such issues:

Safety of participants, staff and visitors inside the building, as well as outside.

When conditions are such that it would be unsafe or difficult for employees and participants to attempt to go to and from work or classes.

The final decision to close Mid Island Gym Sports, to cancel classes or to take other appropriate action in response to unforeseen conditions shall rest with the Centre Manager, Lynette Farkash and/or the Committee Chairperson, Michelle Stanley.

Mid Island Gym Sports will take all measures possible to inform parents and staff of the decision to cancel classes. This will include:

Emails to parents

Notice displayed on front entrance

Facebook notification

Website (www.migs.co.nz) notification

Reimbursement

Reimbursements for term fees will be pro-rated based on whether alternative classes were offered either by way of 'make up' classes or by online coaching. Reimbursements will be at the discretion of the Mid Island Gym Sports Committee and dependent on the circumstances of the cancellation and/or shut down of the gym.

In the event of closure due to Alert Levels 3 & 4

In the event of closure, Mid Island Gym Sports where possible will:

- Provide online classes and/or conditioning resources to allow athletes to maintain physical fitness safely in their homes. Coaching and conditioning resources given online will be suitable to the athletes ability to ensure safety and to minimize the risk of injury.
- Communicate with athletes within the guidelines of the Child Protection Policy (see below)
- Continue communication and any updates to members via Facebook, website and/or email
- Follow instructions and guidance from MOH, NZ Government, Gymnastics NZ.

Communicating with athletes via online platforms

During a closure it will be necessary for coaches to contact athletes via an online platform, whether it be Facebook messenger, Zoom, Skype etc.

In the first instance coaches will contact the parents/caregivers of the athletes for permission to contact the athletes. All email contact will be made through a parents/caregivers email. If Zoom or a videoing platform is to be used, it will be done so in an open group environment. When online coaching is taking place, parents should ensure athletes are training in a space visible to them and not in the confinements of a private space such as a bedroom.

As stated in the Mid Island Gym Sports Child Protection Policy, when communicating with children via technology, Mid Island Gym Sports require staff to:

- Ensure that their communication with children takes place within the boundaries of a professional relationship and are open to scrutiny from other adults.
- Have no secret social contact with children or their parents
- Take care that their language or conduct does not give rise to comment or speculation.
- Be vigilant in maintaining their privacy and mindful of the need to avoid placing themselves in vulnerable situations.
- Consider the appropriateness of the social contact according to their role and the nature of their work.
- Report and record any situation, which may place a child at risk or which may compromise the service or their own professional standing.
- Understand that some communications may be called into question and need to be justified.
- Ensure that personal social networking sites are set to private and children are never listed as approved contacts.
- Never use or access the social networking sites of children.
- Do not give their personal contact details to children, including their mobile telephone number—unless parents have given permission for this form of contact to be used.

This policy was developed with the following resources:

Ministry of Health. 2017. New Zealand Influenza Pandemic Plan: A framework for action (2nd edn). Wellington: Ministry of Health.

Unite against Covid-19 website, www.covid19.govt.nz

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Policy revised by



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Signed:

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Signed:

Michelle Stanley
Chairperson, Mid Island Gym Sports