



STANDARD OPERATING PROCEDURE: INFECTION PREVENTION & CONTROL ON ABLE2SAIL DURING THE COVID-19 PANDEMIC

Date: 17 August 2020

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Introductory message from the Trustees

We have put together the following instructions to help guide you through what is required in relation to Covid-19 regulations whilst volunteering with able2sail. The effective control of Covid-19 relies on people taking individual and collective responsibility. It is the role of able2sail to facilitate safe activity when sailing and to remind members of their individual responsibility so they can make informed choices.

To meet the regulations, you are required to thoroughly clean the boat inside and out both at the start and at the conclusion of any trip and maintain social distancing throughout. Numbers on sails will be strictly limited to allow for such social distancing and access to able2sail is restricted to volunteers only.

Please ensure that adequate time is put aside at the start and finish of all trips to carry out these tasks and that all volunteers are briefed on their responsibilities. An Appendix has been included to assist you to familiarise yourselves with these regulations before and during any trip.

Cleaning and hygiene procedures

Able2Sail Skippers and Crew are now required before, during and after their trip to regularly use hand sanitiser and wear a face mask when below decks.

Anti-bacterial/disinfectant spray, surface cleaner/wipes, face masks, and disposable gloves, will be available on board for use during the trip. Additional cleaning material will be available for replenishment from the A2S store on first floor of the main workshop (access only by key fob via the external stairs) at Kip, and Skippers should ensure that sufficient materials are on board for the duration of the trip.¹

The Skipper (or nominated crew member) will be required to board the boat to gain access to the above deck cleaning materials (including hand sanitiser). These will be placed in the port cockpit locker, with additional cleaning materials being stored in the saloon (location TBC). The skipper (or nominated crew member) should then sanitise their hands immediately and clean any surfaces they have touched before anyone else boards. Hand sanitiser should then be provided to the other crew members for use prior to boarding.

The following cleaning routine must be followed at the beginning and end of every trip.

Above decks

The crew should clean all common touch areas using anti-bacterial/disinfectant spray/wipes, including:

- the toe-rail accessible from pontoon;
- guardrails;
- shrouds;
- handrails;
- spray-hood (including grab handle);
- cockpit surfaces;

¹ N.B. The able2sail storeroom risk assessment must be read prior to access.

- washboards;
- controls (including wheels, throttle, bow thruster and engine panel); and
- nav displays.

Below decks

The crew should clean all common touch areas in the saloon, galley, heads and cabins must be wiped down using anti-bacterial/disinfectant spray/wipes, including:

- floors;
- cupboards;
- shelves;
- handrails; and
- hatch handles.

The navigation station, radio, switch panel, navigational tools and instruments must also be sanitised, including winch handles and other commonly used items.

Operational procedures

Access below decks

- Where practical restrict access to cabins, and use only the heads in the main saloon if necessary.
- In normal circumstances there should only be one person below decks at any one time and crew should spend as much time on deck as possible.
- Face coverings must be worn when below decks.
- Keep hatches and doors open where possible to improve ventilation.

Equipment

- Save in the event of an emergency, one person to use the radio throughout the entire sail.
- Skippers / crew should bring and use their own wet weather gear if possible.
- Any lifejackets, life-lines and wet weather gear used on a trip must be rotated in order that there is a period of 72 hours elapsed before use by a new crew member. Store the used lifejackets and life-lines in the numbered boxes in a separate location from those unused, and note in the log the usage date of that box, and the ID numbers written on the jacket/trousers of any wet weather gear used.

Food

- All crew should bring their own food and cold / hot drinks.
- Only use the disposable paper cups, plates, cutlery and paper towels supplied and after use place in rubbish bags which must be taken ashore at the end of the trip.
- If use of the kettle is required, the kettle and cooker controls etc. must be sanitised before and after use.

Shoreside equipment

- Gloves should be worn and appropriate cleaning measures to be followed at all times when handling mooring or berthing equipment, re-fuelling and topping up with water.
- Remember to sanitise the water hose before and after use.

Social distancing

- Maintain social distancing at all times (both above and below decks).
- Sit or stand side-by-side, rather than face-to-face.
- Avoid talking loudly.

Medical emergencies

In the event of an onboard medical emergency you must wear disposable gloves and a face mask to assist a casualty as you will not be able to socially distance.

For a suspected cardiac arrest:

In the case of a suspected cardiac arrest, the following amended procedure should be followed:

- do not put your ear or cheek close to the casualty's face to check for breathing. Look for the absence of life & normal breathing. If in doubt, start chest compressions;
- radio/phone for help;
- place a towel over the casualty's face before starting chest compressions. Use a defibrillator (AED) if needed and available; and
- immediately afterwards, wash/sanitise your hands.

Appendix

The following web pages contain information regarding Rules/Guidance from Governments etc.

- Scottish Government main page
<https://www.gov.scot/coronavirus-covid-19/>
- UK Government main page
<https://www.gov.uk/coronavirus>
- RYA Return to Boating page with links to Boating in Scotland & Wales pages
https://www.rya.org.uk/programmes/Pages/return-to-boating.aspx?utm_campaign=In%20Brief%20June%202020%20-%20Member&utm_source=emailCampaign&utm_content=&utm_medium=email