

Policy Bank



An enterprise of:
ourcommunity.com.au
Where not-for-profits go for help



Epidemic/Pandemic Policy

Last updated March 2020

Policy Number 1, Version 0.1

1. Introduction

From time to time infectious diseases develop into epidemics or pandemics and create increased risks for the community. These occasions require specific policies targeted at the disease in question and general efforts at preparedness.

- 1.1 Valley Equestrian Club inc Kempsey wishes as far as possible to protect its members, committee, volunteers, guests and the general public from infection or contagion by epidemics and/or pandemics.
- 1.2 Valley Equestrian Club inc Kempsey will facilitate, through its policies and procedures, strategies designed to reduce risks to members, committee, volunteers, guests and the general public
- 1.3 Valley Equestrian Club inc Kempsey will comply with all directions from authorised public health officers and recognised medical authorities in relation to the epidemic or pandemic.

2. Purpose

- 2.1 The purpose of this policy is to outline the strategies and actions that Valley Equestrian Club inc Kempsey intends to take to prevent the transmission of infectious diseases that are epidemics or pandemics, and control the transmission of infectious diseases when a case/s is identified.

For the purpose of this policy, **infectious diseases** mean diseases caused by pathogenic microorganisms, such as bacteria, viruses, parasites or fungi; the diseases can be spread, directly or indirectly, from one person to another. This policy is focused on infectious diseases that are declared to be an epidemic or pandemic.

3. Scope

3.1 This policy applies to:

Members	Committee	Volunteers	Guests
✓	✓	✓	✓

4. Policy

- 4.1 Valley Equestrian Club inc – Kempsey will plan for and make advance preparations for the possibility that its operations will be affected by an epidemic or pandemic.
- 4.2 In the event of an epidemic or pandemic, Valley Equestrian Club inc Kempsey will, as far as possible:
 - 4.2.1 Assist its members, guests and volunteers, as relevant, to minimise their exposure to the illness concerned.
 - 4.2.2 Encourage and assist those who have reason to believe that they are at risk of contracting the epidemic or pandemic to obtain a diagnosis.
 - 4.2.3 Support members, guests and volunteers to take reasonable precautions to prevent infection or contagion.
 - 4.2.4 Provide standard precautions such as personal protective equipment if urgently required (e.g. masks, soap, and gloves).
 - 4.2.5 Provide suitable safe hygiene stations and products for members, guests and volunteers to access to remain sanitised. Maintain its services and operations throughout the period of concern.
- 4.3 In the event of an infectious disease being declared an epidemic or pandemic, Valley Equestrian Club inc Kempsey requires people covered by this Policy to take the following precautions
 - 4.3.1 Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water.
 - 4.3.2 Maintain at least 1.5metre (3 feet) distance between yourself and anyone.
 - 4.3.3 Avoid touching your eyes, nose and mouth, or shaking hands with others.
 - 4.3.4 Make sure you follow good hygiene and encourage others to do the same. This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze and disposing of used tissues immediately.
 - 4.3.5 Stay home if you feel unwell. If you are well enough to work but would like to minimise the risk of infecting others.
 - 4.3.6 Keep up to date on the latest hotspots (cities or local areas where the pandemic or epidemic is spreading widely). If possible, avoid traveling to places - especially if you are more at risk.
 - 4.3.7 Seek medical advice if you feel you are contagious promptly and follow the directions of your local health authority.

