

# SUMMER SCHOOL+ 26 APR - 6 MAY 2022



## Event COVID Management Plan

Event name:	API Summer School 2022 + Powerful Women Early Career Retreat
Locations:	Main School venue: Stamford Grand Glenelg; External dinner venues on 29 + 30 April 2022; Site tours at ElectraNet, SA Power and AGL on 28 April 2022, and SA Water on 29 April 2022
Dates:	25 April 2022 – 7 May 2022
Attendance details:	~60 participants for period 25 April to 5 May 2022, with additional 60 individuals (120-130 in total) from 4 May to 7 May 2022.
Activities:	Lecture/conference-style activities in hotel venue for most days. 1 full day and 1 half day of site tours (with bus travel). One group forum/workshop with 120 participants and one Gala dinner with 120+ participants. 30-40 external expert speakers to rotate through the venue over the 2 weeks (but only 3-4 each day).
Plan contact:	David Pointing, API CEO, <a href="mailto:David.pointing@api.edu.au">David.pointing@api.edu.au</a> 0403 448 488
Plan details:	This is the event's practical plan for management of COVID risks and safety at the event, version 4.0 11April2022. Other documents detail the broader management of the Summer School including options such as rescheduling the event.

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## **1. Summary of main actions to manage COVID risks and impacts**

The main actions to be implemented at the API Summer School and Powerful Women Early Career Retreat events to manage COVID safety are:

1. All delegates, speakers and API staff must be vaccinated to attend the Summer School (or formal medical exemption).
2. RAT test on arrival (Tuesday), and prior to Site tour on Thursday + site tour on Saturday for Summer School participants; and RAT testing on arrival (Wednesday) for PWLP Early Career participants. RAT tests to also be available at any time from the API team should participants wish to test themselves.
3. Clear communication of COVID symptoms and the process should any participants exhibit symptoms during the event.
4. Masks will be actively encouraged in all sessions, particularly where delegates are seated in Cabaret-style seating (noting the definitions of 'close contact' is linked to wearing of masks by delegates).

## **2. Other actions to actively manage COVID risks and impacts:**

5. Density limits and social distancing will be applied where practically possible: 2 square meters per person, based on the known maximum number of participants in the different parts of the Summer School program for 2022.
6. Provide hand sanitizer at multiple locations throughout the venue and on boarding and exiting of buses for the site tours.
7. Provide detergent/disinfectant surface wipes to clean workstations and equipment used by individuals and shared equipment (presenter laptop and microphone etc).
8. Venue to clean frequently used areas and delegate seating daily, with participants directed to not change seating during the day.
9. Place signage at venue highlighting COVID management actions (distance, sanitise).
10. Recording of attendees and speakers each day and maintain record of contact details.
11. Availability of RAT tests at the venue for any individuals with a desire or need to test.
12. Isolation of any individuals with symptoms in their hotel rooms and confirmation of negative test results through RAT and PCR before returning to the program (as per SA Health guidelines as of 11 April 2022).
13. Wearing of masks during bus and vehicle transfers.
14. Option of mask wearing on site tours (mandatory at venue's discretion).
15. API Staff to act as COVID Marshalls.
16. Collaboration with venue on management of COVID risks in association with catering, bathrooms etc., and collaboration with the venue to minimise inter-mixing of Summer School delegates with other venue attendees during the Summer School program.

17. API staff will instruct delegates to minimize external interactions during rest periods (particularly Sunday, 1 May), to apply safe COVID practices, and to RAT test and/or isolate if any concerns before returning to the Summer School program on Monday, 2 May.
18. API will apply other management practices as recommended by the SA government and our stakeholders as required (e.g., mandatory mask wearing for indoor activities).
19. Register a voluntary COVID-Safe Plan with the SA government (# 12992959).
20. API staff will refer to official COVID-19 information sources for the latest directions and advice (see [www.covid-19.sa.gov.au](http://www.covid-19.sa.gov.au) and [www.safeworkaustralia.gov.au](http://www.safeworkaustralia.gov.au)).
21. Careful selection of speakers to optimize the valuable contributions of different stakeholders whilst minimizing the need for interstate travel (and the potential for speakers to be unavailable due to constraints on travel).
22. Implement the API's contingency plan of suspending the Summer School if conditions require it and sending delegates home (and/or isolating in hotel rooms as required).
23. Should any *undergraduate* participant contract COVID while at the Retreat, API will pay the cost of accommodation for 7 days while in isolation if the participant doesn't have company backing. Should any other participant contract COVID and needs to remain in isolation after the event, it is expected that their company will cover their accommodation cost for the remaining isolation days following the completion of the Retreat/Summer School.

### **3. Extra COVID management actions for the Powerful Women Retreat**

The ~60 participants in the API's Powerful Women Leadership Program's Early Careers stream will be joining the Summer School on the afternoon of Wednesday 4 May 2022 to participate in the Early Career Retreat until the afternoon of Saturday 7 May 2022. The participants will be staying in the same hotel in shared rooms and will be interacting with the Summer School delegates on Wednesday to Friday of Week 2 of the School (Summer School delegates leave on 6 May 2022).

The following additional actions will be applied to Early Career Retreat participants:

24. All Powerful Women Early Career Retreat participants must be vaccinated to attend the Summer School and Retreat (or formal medical exemption).
25. As all Early Career participants will be sharing a room, we will require all EC women to undertake a RAT test on arrival at the Conference registration desk prior to them entering their shared room.
26. If EC women would prefer to book their own single accommodation room directly with the hotel, that is acceptable, but this will be at the participant's own expense (and they would need to make their own booking). Anyone doing so would need to advise Kirsten Pain so their 'share' buddy can be reassigned.

#### 4. Why all this effort? Putting the risk of COVID in context

The reasons why we are going to all this effort are pretty simple:

- ✓ We want to protect the general health and wellbeing of our Summer School participants, speakers, API staff and other stakeholders – who wants to have COVID if you can avoid it?
- ✓ The legal requirement to go into isolation if you have COVID means people will miss out on the Summer School (and the significant investment behind it)
- ✓ We don't want to become a national spreader event, with our participants and speakers travelling from across Australia creating a fantastic opportunity to take it home (and what vulnerable people might we share it with at home, with many participants having children too young to vaccinate)
- ✓ We don't want to stay in Adelaide for another week (no offence Adelaide!); if people develop COVID symptoms (or test positive) towards the end of the Summer School, you'll be legally required to quarantine
- ✓ No one wants to have to pay for extra days in hotel accommodation for quarantine (if you have to stay longer than the scheduled event, these costs are on you/your organization) [note the API will have liability for extra costs for the ~30 undergrad students attending in week 2, which will add up quickly and we'd rather spend the money on more worthwhile things]
- ✓ Having such measures in place is a requirement of key stakeholders in the School such as site tour hosts and speakers – given the nature of the organisations and people involved in the School, it is critically important that we keep COVID out of their workplaces too.

## 5. Face masks to prevent COVID transmission

SA Health strongly recommends<sup>1</sup> that face masks be worn in situations that align with the API Summer School format, namely:

### *Indoor workplaces*

SA Health strongly recommends wearing masks most of the time while indoors in a workplace. It is particularly important to wear masks in shared spaces such as meeting rooms, copy or printer rooms or team rooms.

### *Adult learning environments*

SA Health strongly recommends wearing masks most of the time while in adult learning environments, including university and TAFE.

Summer School delegates should also note that SA Health also advise that it is **mandatory to wear face masks in the following situations** (although these requirements are likely to be relaxed before the Summer School starts):

- [passenger transport services](#)
- [high risk settings](#)
- [airports and airplanes](#)
- [people in quarantine](#)
- [personal care](#)
- [indoor public places](#).

## 6. QR Code Check-in (not required)

It is expected that checking in with QR codes will NOT be required in South Australia during the time of the Summer School<sup>2</sup> but this may change; if so, the hotel venue will guide us on updated actions in their venue.

We don't expect that Summer School participants will need to install any government run check in apps on their phones (but will advise if this situation changes).

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<sup>1</sup> As of 12 April 2022;

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/conditions/infectious+diseases/covid-19/about+covid-19/protecting+yourself+and+others+from+covid-19/face+masks/face+masks#:~:text=Face%20masks%20are%20required%20for,in%20years%203%20to%206>.

<sup>2</sup> <https://www.abc.net.au/news/2022-04-12/sa-drops-mask-wearing-mandate-and-mothballs-qr-codes/100984492>

## 7. Proactive testing for COVID-19 - Summary of Situation and Actions

### Active testing for all Summer School and PWLP participants:

Your situation	What to do
Summer School participant	RAT test (supplied by the API) on: <ul style="list-style-type: none"> <li>• morning of Tuesday, 26 April at start of School</li> <li>• morning of Thursday, 28 April before site tours</li> <li>• morning of Saturday, 30 April before site tour</li> <li>• any other time you feel the need (see below)</li> <li>• morning of Wednesday 4 May (before PWLP participants arrive in the afternoon)</li> </ul>
PWLP participant	RAT test (supplied by the API) on: <ul style="list-style-type: none"> <li>• afternoon of Wednesday 4 May at start of Retreat (before entering your shared room)</li> <li>• any other time you feel the need (see below)</li> </ul>

### Other circumstances for testing by all Summer School/PWLP participants:

<i>What kind of test should I get?*</i>	
Your situation	What to do
<b>I am a close contact and have COVID-19 symptoms</b>	<ul style="list-style-type: none"> <li>• Quarantine for 7 days from exposure (date of exposure day 0)</li> <li>• <a href="#">PCR test</a> as soon as possible and on day 6 of quarantine</li> </ul>
<b>I am a close contact and have no COVID-19 symptoms</b>	<ul style="list-style-type: none"> <li>• Quarantine for 7 days from exposure (date of exposure day 0)</li> <li>• PCR test as soon as possible and on day 6 OR</li> <li>• <a href="#">Rapid antigen test</a> – register to collect free tests and test on day 1, 3, 5 and 7 (alternative days)</li> <li>• <a href="#">Report results</a></li> </ul>
<b>I have COVID-19 symptoms, but no known contact</b>	<ul style="list-style-type: none"> <li>• <a href="#">PCR test</a></li> <li>• Quarantine until negative result received</li> </ul>
<b>I have no symptoms and no known contact</b>	<ul style="list-style-type: none"> <li>• Monitor for symptoms and seek a PCR test if symptoms develop</li> </ul>
<b>I have tested positive to COVID-19</b>	<ul style="list-style-type: none"> <li>• Isolate for 7 days from the day you had your positive PCR test taken or tested positive using a rapid antigen test (date of positive test day 0)</li> <li>• Can leave isolation after 7 days if no acute symptoms, including sore throat, runny nose, cough or shortness of breath in last 24 hours of isolation</li> </ul>

\*Source (11 April 2022):

<https://www.sahealth.sa.gov.au/wps/wcm/connect/public+content/sa+health+internet/conditions/infectious+diseases/covid-19/testing+and+tracing/testing+for+covid-19>

## 8. Understanding your COVID test result

### Positive result

If you test positive in a rapid antigen test, this is considered a case. You do not need to get a PCR test to confirm your result.

You must:

- [report your result](#) within 24 hours
- isolate for 7 days from the day you had a positive result
- notify your close contacts that you have tested positive.

Read more [information about what to do if you test positive to COVID-19](#).

If you are a close contact with no COVID-19 symptoms and test positive in your day 6 test, you can get a PCR test to confirm your result.

### Negative result

If you are a close contact with no COVID-19 symptoms and test negative, you do not need to get a PCR test to confirm your result.

If you have COVID-19 symptoms and test negative, you must get a PCR test to confirm your result. Rapid antigen tests are not as sensitive as PCR tests, which means that just because you have a negative result in a rapid antigen test, it does not mean that you do not have COVID-19.

You can report your negative rapid antigen test result online using the [online form](#).

### Invalid result

If you get an invalid result, you must do another rapid antigen test.

If you don't have access to another rapid antigen test, get a PCR test at a [COVID-19 testing site](#).

You can report your invalid rapid antigen test result online using the [online form](#).

## 9. What happens if a participant tests positive for COVID during the event?

1. If you test positive to COVID using a RAT test, you do not need to complete a PCR test.
2. Positive RAT results must be registered with SA Health (info [Link here](#), [online form link here](#), of 11 April 2022)
3. You will be required to isolate in your room for 7 days;  
SA Health advises: “Isolate for 7 days from the day you had your positive PCR test taken or tested positive using a rapid antigen test (date of positive test day 0). Can leave isolation after 7 days if no acute symptoms, including sore throat, runny nose, cough or shortness of breath in last 24 hours of isolation”
4. Close contacts will also be required to isolate and test for COVID (see definition and actions below for Close Contacts)

## 10. What/who is a Close Contact?

From 12.01 am 26 March 2022, the definition of close contact in South Australia has been changed to include someone who:

1. is a household member or intimate partner of a person with COVID-19 during their infectious period (API note: we assume this includes PWLP participants sharing rooms)  
You are considered **infectious two days before your symptoms** started. If you don't have any noticeable symptoms, you are considered infectious two days before your positive COVID-19
2. has had close personal interaction with a person with COVID-19 for a cumulative period of 4 hours or more during their infectious period:
  - a. *where masks are not worn by the person and the COVID-19 case* **and**
  - b. in close physical proximity (within 1.5 metres) **and**
  - c. in an indoor setting
3. has been notified by SA Health that they are a close contact
4. has been to an exposure site listed on the SA Health website.
5. In addition, people who have recovered from COVID-19 will not be considered a close contact for 12 weeks after finishing isolation.
6. After 12 weeks, they will be considered a close contact if they are exposed to COVID-19 and meet the close contact definition.
7. More information will be available at [www.sahealth.sa.gov.au/COVIDContacts](http://www.sahealth.sa.gov.au/COVIDContacts).



## 11. Arrangements for isolation / quarantine

For event participants who are required to undergo isolation during the Summer School or Powerful Women Retreat, the following applies:

### *During the event timeframe*

1. Isolation will most likely be undertaken in the venue hotel (unless other arrangements made).
2. The API has invested in technology solutions that may enable viewing of the live event activities and potentially active participation in these activities by individuals in quarantine (but these systems are in beta stage testing until the live event is underway and arrangements are confirmed).
3. For any isolation undertaken during the scheduled period of the relevant event for the participant (ie the Summer School or the Powerful Women Retreat), the API will cover the cost of their accommodation and room service expenses as part of the registration fee for the event.

### *After the scheduled event has completed*

4. Should any Summer School or graduate participant in the Powerful Women Retreat contract COVID and need to remain in isolation after the event, it is expected that their company will cover their accommodation cost for the remaining isolation days following the completion of the Retreat/Summer School.
5. Should any *undergraduate* participant contract COVID while at the Retreat, the API will pay the cost of accommodation for the 7 days while in isolation if the participant doesn't have other options.

## 12. What are COVID symptoms?

### *What are the symptoms to look out for to prompt testing for COVID?*

COVID-19 symptoms include:

- fever (a temperature of 37.5°C or higher) or chills
- cough
- loss of taste or smell
- sore throat
- tiredness (fatigue)
- runny or blocked nose
- shortness of breath (difficulty breathing)
- nausea, vomiting or diarrhoea
- headache
- muscle or joint pain
- loss of appetite

## 13. What does a participant do if they develop symptoms during the event?

### *Immediate actions for the Individual with symptoms:*

1. If you develop any COVID-related symptoms, please isolate yourself in your room and contact the API staff team to advise of your situation:
  - a. David Pointing / 0403 448 488 / [david.pointing@api.edu.au](mailto:david.pointing@api.edu.au)
  - b. Michelle Murray / 0490 314 161 / [michelle.murray@api.edu.au](mailto:michelle.murray@api.edu.au)
  - c. Kirsten Pain / 0412 142 993 / [kirsten.pain@api.edu.au](mailto:kirsten.pain@api.edu.au)
2. Our first action is for you to undertake a Rapid Antigen Test – these will be provided to you by the API staff team. Information from SA Health on RAT testing is also [available here](#) (as of 11 April 2022).
3. If you have a negative RAT test; SA Health currently require that anyone with COVID symptoms who has a negative RAT test must complete a PCR test ([link here](#), current as of 11 April 2022).
4. [Info on PCR testing and locations is available here](#) (as of 11 April 2022); there are multiple testing locations close to the hotel venue in Glenelg, South Australia.
5. You must isolate in your room while awaiting the outcome of your PCR test; we are putting processes in place to make it possible for delegates to watch and join the process via Zoom (but these systems are in beta testing for now).
6. If you test negative to the PCR test then we welcome you re-joining the program (we will require you to wear a mask for the next 7 days to minimise the chances of others becoming a close contact if you later test positive for COVID).
7. We'll ask that you complete a RAT test each morning before joining the program to confirm your ongoing negative status for COVID.

## **14. What does everyone else do when a participant develops COVID symptoms?**

### *Immediate actions for all other event attendees:*

1. We ask you to evaluate your status as a Close Contact of the person:
  - a. See a Definition of *Close Contact* above.
  - b. If you are a Close Contact, see notes below.
  - c. For those who do not meet the definition of a close contact, it is recommended that you use a rapid antigen test on day 1 and day 6 after exposure.
  - d. We strongly encourage all participants to wear masks if any individual develops symptoms during the event.

## **15. What if I am a close contact of someone with symptoms (no positive result yet)?**

*See definition of a close contact above.*

1. If you are a close contact of a person who has symptoms of COVID but has not yet returned a positive RAT or PCR test result (and you have no symptoms of your own), we ask that you immediately do the following until the outcome of the individual's test is known:
  - a. also complete a RAT test (but you do not need to do a PCR if you don't have symptoms and the primary person hasn't yet tested positive)
  - b. wear a mask
2. If your test is negative and you are sharing a room (Early Career participants), we will make arrangements to put you in a different room (potentially only until the outcome of the primary contact person's test result is known).

## **16. What if I am a close contact of someone diagnosed with COVID (they have a positive test result)?**

*See definition of a close contact above.*

1. If you are a close contact of a person who has tested positive to COVID, you must:
  - a. isolate for 7 days
  - b. assess if you have symptoms of your own
  - c. undertake a RAT and/or PCR test.
2. If you are a [close contact](#) and have no COVID-19 symptoms, you can access rapid antigen tests to complete your required tests. Your result must be registered with SA Health who will provide you with a pack of rapid antigen tests and must test on day 1, 3, 5 and 7 (alternative days) of your quarantine period. If you are a close contact with no COVID-19 symptoms, you can also get a PCR test.
3. If you are a close contact and have symptoms, follow guidance above for "*What happens if a participant develops symptoms during the ... event?*"