



# Kingdom of Lochac

## COVID-19 Response Plan

Effective 13<sup>th</sup> of August 2022

Version 2.0

Contact: [seneschal@lochac.sca.org](mailto:seneschal@lochac.sca.org)  
<http://lochac.sca.org/seneschal>

Approved by: SCA Ltd. (Australia) And SCANZ Inc. (August 2022)

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## 1. Purpose

This plan provides guidance to all members of the Society for Creative Anachronism (Australia and New Zealand) on control measures adopted for attendance at events and activities under the auspices of the Society for Creative Anachronism Limited (Australia) (SCA Ltd) and the Society for Creative Anachronism - New Zealand (SCANZ) as a part of the Society for Creative Anachronism (SCA) in response to the global pandemic of the Coronavirus disease (COVID-19) is an infectious disease caused by the SARS-CoV-2 virus.

## 2. Scope

This plan applies to all SCA sponsored activities and events conducted in Australia and New Zealand including, but not limited to, feasts, tournaments, regular activities and other activities as determined used by SCA participants in an official capacity.

## 3. SCA Ltd Risk Management Response

A risk assessment evaluates the level of risk associated with in person events and activities to mitigate the impacts of the COVID pandemic across Australia. The control measures outlined in this plan reflect these assessments..

## 4. Application of the Response Plan

### 4.1 Australia

The requirements of this Plan implement the measures identified through risk assessment to mitigate the impacts of the COVID-19 pandemic on face-to-face SCA sponsored events and activities in Australia. All SCA sponsored events and activities in Australia must be managed in accordance with these requirements. Officers of each group conducting in person activities must carefully review any local jurisdictional requirements, conduct a risk assessment, and apply the requirements of this plan. The position of the SCA in regards to the pandemic is to be risk averse. Where interpretation of jurisdiction control is unclear, the more conservative interpretation should be adopted.

### 4.2 New Zealand

All SCA sponsored events and activities in New Zealand must be managed in accordance with these requirements. Officers of each group conducting in person activities must carefully review any local jurisdictional requirements. The position of the SCA in regards to the pandemic is to be risk averse. Where interpretation of jurisdiction control is unclear, the more conservative interpretation should be adopted.

### 4.3 Support and guidance

Group Seneschals are encouraged to contact the Kingdom Seneschal (or their appointed Deputy) if there are any obstacles identified from planning or preparation, and during or after activities are conducted for in person events.

### 4.4 Review and approval

This plan will be reviewed six monthly, being by 30 June and 31 December and updated in accordance with the changing risk of COVID-19. Changes are communicated via the Kingdom Seneschal.

The requirements outlined in this plan will remain in place until such time as the Kingdom Seneschal advises.

## 5. Variation on the Code of Conduct

For attendees at SCA Lochac events, the following expectations have been temporarily added to the Code of Conduct (both [SCA Ltd](#) and [SCANZ](#)) to ensure a safe experience for all participants:

- people may not attend in person events if they are currently unwell, or have experienced COVID like symptoms within the past 72 hours.
- attendees must not vilify any person for wearing a face covering, and
- appropriate physical distancing must be maintained in accordance with local jurisdictional requirements.
- SCA Lochac allows people designated by their group seneschal, in consultation with their group seneschal, and group seneschals, in consultation with the Kingdom Seneschal (or their appointed Deputy), the ability to impose the following additional requirements on events and meetings, where appropriate:
  - Requirement to wear facemasks
  - Requirement to use hand sanitiser (e.g. at buffet style food service)
  - The ability to ask someone to leave an event/meeting if they appear to have cold and/or flu symptoms
  - Additional social distancing requirements

## 6. Event protocols

Group seneschals and their appointed event stewards must ensure that the following requirements are adhered to during any SCA sponsored events and activities.

## 6.1 Local jurisdictional requirements

All activities and events that are conducted face-to-face must adhere to all local jurisdictional requirements and Public Health Orders.

## 6.2 Record keeping

Accurate documenting of attendees who present for each event must be recorded. This documentation must be made available if and when requested by a government agency performing contact tracing. In the event of such a request, the Kingdom Seneschal must be notified.

### 6.2.1 New Zealand Privacy requirements

Any contact tracing information collected as a record of attendance at events or activities in New Zealand, and/or proof of vaccination information is subject to the SCANZ Privacy Policy.

## 6.3 Attendance restrictions

Observe all limits on gathering sizes, both indoors and outdoors, as required by the local jurisdiction.

## 6.4 Refunds

All refunds for events or participants impacted directly by COVID-19 where there has been an outbreak or exposure, are subject to refunds as outlined in the financial policies of the relevant affiliate body.

## 6.5 Sanitisation

Hand washing with paper towel or hand sanitising facilities must be available at all access points and around toilets during events.

It is encouraged that event stewards sanitise exposed surfaces prior to, and at the conclusion of the event/activity.

## 6.6 First aid

At any events where first aid services are offered, nitrile (or equivalent) gloves and a p2 (or equivalent) protective mask must be supplied by the sponsoring group. Provision of first aid must adhere to any chirurgeonate requirements.

## 6.7 Restrictions on Specific Activities

Group seneschals and the relevant officers must ensure that restrictions on specific activities (contact and non-contact) are adhered to during any SCA sponsored events in line with local jurisdictional requirements.

## 7. Positive case management

### 7.1 Reporting a positive case or close contact

Anyone that has attended an SCA event or activity when potentially infectious with COVID-19, or who has been identified as a primary or secondary close contact must immediately contact the Kingdom Seneschal. A Lochac incident report must also be completed. Due to the sensitive nature of these types of cases, any identifying information must be kept confidential (e.g. names).

Once known, the Kingdom Seneschal, via the local seneschal and/or steward, need to let all attendees know of the presence of a positive cases, and to watch for symptoms.

## 8. Lochac COVID-19 restrictions register

Due to the ongoing nature of public health orders in relation to COVID-19 and common language regarding most restrictions, the restrictions register has been phased out. For up-to-date information contact your group seneschal or visit the Kingdom Seneschal's COVID page.

## 9. References and related documents

Associated policies	<ul style="list-style-type: none"> <li>● DRAFT SCA Ltd Risk Management Policy</li> </ul>	
References /statutory references	<ul style="list-style-type: none"> <li>● AS/NZS ISO 31000:2018 – Risk management - Principles and guidelines</li> <li>● SCA Ltd Code of Conduct</li> <li>● SCANZ Code of Conduct (currently in consultation)</li> <li>● SCANZ Privacy Policy</li> <li>● SCA Ltd Financial Policy</li> <li>● SCANZ Financial Policy</li> </ul>	
Handouts and Posters	<ul style="list-style-type: none"> <li>● Lochac hygiene poster (high resolution png or jpg)</li> <li>● Safework Australia - Checklist:cleaning</li> <li>● WHO - Hand washing poster</li> <li>● WHO - Hand rub poster</li> </ul>	
Glossary	Contact activities	For Lochac, contact activities include: <ul style="list-style-type: none"> <li>● Fencing combat</li> <li>● Armoured (heavy) combat, and</li> <li>● Archery combat</li> </ul>
	Activity	Any SCA sponsored activities that are

		advertised through official SCA channels (e.g. regular training, council meetings)
	Event	Any SCA sponsored events as approved in the Lochac Seneschals Database.
	Non-contact activities	For Lochac, contact activities include: <ul style="list-style-type: none"> <li>● Target Archery</li> <li>● Equestrian, and</li> <li>● Teaching of specific dances, music and other related activities that do not require close proximity.</li> </ul>
	Refunds	as outlined in: <ul style="list-style-type: none"> <li>● SCA Ltd Financial Policy, and</li> <li>● SCANZ Financial Policy</li> </ul>