

Covid-19 Guidelines: Health & Safety



Anyone who meets the following criteria **must not** attend the building or attend CCH programs or services at this time:

- Have been potentially exposed to the virus and have not yet been tested.
- Have been tested but are still awaiting their test result.
- Have tested positive and should be self-isolating
- Showing any cold or flu-like symptoms (cough, cold, sore throat or fever).
- Even if your symptoms are not related to coronavirus, please refrain from participating until you are fully recovered.

Vaccination Status:

- Proof of vaccination will be required at the entrance to the premises for people 16 years and over, visiting Community House for all non-essential visits and activities such as social groups, physical recreation classes, arts and craft classes, community events etc.
- Acceptable forms of proof include:
 - Digital certificate
 - Paper certificate
 - Immunization history statement

Contact Tracing:

- All persons are required to sign in via the QR code provided upon arrival. If unable to scan code, you must leave your name & contact number with reception staff.
- Persons will be required to show proof of QR check to staff (or tutor if after-hours).
- Persons may also need to provide proof of residence upon request from staff.
- CCH will keep the records on file for 28 days, where after, they will be destroyed.

Health & Hygiene:

- People aged 12 years old and over **must wear a fitted face mask indoors**, unless an exception applies.
- All persons are required to use hand sanitiser before/during/after their time at CCH.
- Where possible, classroom doors and windows are left open.
- No physical contact e.g. handshakes, high fives, hugging etc.
- Students will be provided with equipment kits - where possible.
- All equipment used must be cleaned before and after use.
- All persons must bring their own cup/mug, drink bottle, crockery, cutlery etc.
- Any person appearing unwell will be requested to go home immediately.
- Tools/equipment must be cleaned before & after use with disinfectant spray & paper towel provided. After cleaning, paper towel is to be disposed of immediately and hands washed/sanitised

Social Distance:

- Room numbers have been capped in accordance with social distancing guidelines
- Rooms have been set up by CCH staff in accordance with social distancing guidelines.
- Follow entry and exit points - where possible.
- All persons are to stay 1.5 metres apart where possible.

Cleaning:

- All cleaning follows the guidelines listed in the 'Cleaning & disinfecting to reduce COVID-19 transmission' provide by the Victorian Department of Health & Human Services.
- Rooms are cleaned at the before & after programs or services take place.
- All frequently touched surfaces throughout the building are sanitised regularly.