

## **GOULBURN SOLDIERS CLUB** **COVID-19 SAFETY PLAN (11/10/2021 update)**

*The Goulburn Soldiers Club has developed this COVID-19 Safety Plan to comply with the current Public Health Orders in relation to the COVID-19 pandemic and to manage risks (including COVID-19) to staff and other people in accordance with the Work Health and Safety Act 2011.*

### **The Club has a capacity of 750 patrons.**

#### Wellbeing of staff and customers

Staff and customers who are unwell will be excluded, even if they only have mild symptoms. We will advise staff who have respiratory symptoms or fever to be immediately tested for COVID19 and remain in isolation at home until they have received their result and ensure staff are aware of their leave entitlements if they are sick or required to self-isolate.

Staff are encouraged to access the Covid-19 vaccination.

We will ensure clear display of the conditions of entry on public platforms, including on the website, social media platforms and at the venue entrance.

Contactless delivery and invoicing are encouraged.

Promotions, raffles, music etc will not be conducted.

Tabatinga play area will not be open until 80% vaccination is achieved.

During Club trading hours, two staff will be allocated as Hygiene Marshalls. The Marshalls will wear distinctive hi-vis vests and be responsible for ensuring all aspects of the Covid-19 Safety Plan are being adhered to.

People aged under 16 who are not fully vaccinated must be accompanied by a fully vaccinated member of their household. This does not apply to a person aged under 16 who is on the premises to carry out work.

#### Physical distancing:

Mandated CovidSafe signage that has been issued by relevant Government authorities will be displayed.

The Club has a plan to ensure the number of patrons inside the premise will not exceed one person per 4 square meters in indoor areas and one person per 2 square meters of space in outdoor areas and to ensure 1.5m physical distancing where possible at points of queuing, between seated groups and between staff.

A Covid Marshall will manage any gathering that may occur outside the premises, in designated smoking areas and outdoor areas.

Table booking will be taken for groups up to 20 only.

Singing and dancing by audiences will not be allowed in indoor areas.

Patrons can only consume alcohol when seated in indoor areas.

#### Ventilation

Patrons will be encouraged to utilise outdoor areas.

Doors in the Poppys Café area will be open to allow natural ventilation when possible.

Mechanical ventilation, where possible, has been increased by optimising air conditioning settings maximising the intake of outside air and reducing or avoiding recirculation of air.

Mechanical ventilation systems are regularly maintained and monitored by the Facility Manager to optimise performance by regular filter cleaning and changes.

### Hygiene and cleaning

Face masks will be worn by staff and customers in indoors areas, and by public facing staff in outdoor areas, unless exempt.

Good hand hygiene stations are available at club entry and exit, and strategic positions throughout the club, hand sanitisers in all restrooms and hand hygiene has been promoted to staff.

Bathrooms are well stocked with hand soap and warm dryers. Posters with instructions on how to wash hands are provided. Bathrooms will be cleaned twice daily.

Frequently used indoor hard surface areas (including children's play areas) will be cleaned daily with detergent/disinfectant.

Frequently touched areas and surfaces will be cleaned regularly during the day, and tables, chairs and any table settings between each customer.

Cutlery and single use items such as straws and napkins will not be stored in communal areas.

Patrons will be encouraged to limit the use of cash transactions by the use of contactless payment options.

If we are advised of (and confirmed) a positive case having attended the Club, we will close any affected area/areas for cleaning immediately.

### Record Keeping:

NSW Government QR code system, as well as the Club's regular electronic sign in system, are used to collect an electronic record of the name, contact number, vaccination status and entry time for all staff, customers and contractors. QR codes are clearly visible and accessible at all entrances to the premises including staff entries.

If it is not possible for check-in to occur, we will keep a record of the name, contact number and entry time for all staff, customers and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

**We will inform NSW Health if three or more staff test positive for COVID-19 in a seven day period.**

**If contacted in relation to a positive case of COVID-19 at the Club, we will cooperate with NSW Health and notice SafeWork NSW on 13 10 50.**