



## Gallipoli Barracks Community Centre COVID-19

### Action Plan for Return to Centre

Version: 3 Date: 20/06/2020

#### WHY?

“Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV). Coronavirus disease (COVID-19) is a new strain that was discovered in 2019 and has not been previously identified in humans. Coronaviruses are zoonotic, meaning they are transmitted between animals and people. Detailed investigations found that SARS-CoV was transmitted from civet cats to humans and MERS-CoV from dromedary camels to humans. Several known coronaviruses are circulating in animals that have not yet infected humans. Common signs of infection include respiratory symptoms, fever, cough, shortness of breath and breathing difficulties. In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death. Standard recommendations to prevent infection spread include regular hand washing, covering mouth and nose when coughing and sneezing, thoroughly cooking meat and eggs. Avoid close contact with anyone showing symptoms of respiratory illness such as coughing and sneezing.”

<https://www.who.int/health-topics/coronavirus>

At the Gallipoli Barracks Community Centre, we have a Duty of Care in providing a safe environment for all members. We also are dedicated to infection control, with state exclusion guidelines. We believe that additional precautions with exclusion of sick members will minimise the spread of infectious diseases to all members.

#### HOW?

During the outbreak of Coronavirus, ALL stakeholders will comply with the following guidelines issued by the Australia Government: Hygiene and Isolation Requirements: - If you have returned to Australia from an international destination, after midnight 15 March, you are required to self-isolate for 14 days. - If you have been in contact\* with a diagnosed case of COVID-19, you are required to self-isolate for 14 days. - If you are feeling unwell, you are required to not attend the centre.

\*(Contact is spending more than 15 minutes face-to-face with someone who has been diagnosed with COVID-19 or sharing a closed space for more than 2 hours with someone diagnosed with COVID-19. This includes having this type of contact with the person 24 hours before they became ill.)

In addition to following the above requirements:

- The Committee is required to keep up to date with the latest advice issued by the Australian Government Department of Health and refer regularly to the Coronavirus (COVID-19) information.
- The Committee is required to provide this information to all families and educators by social media and email as soon as reasonably possible as it is updated.

- The Committee should follow all guidelines issued by the Australian Government Department of Health and to the Coronavirus (COVID-19) information for schools and early childhood centres, students and parents information sheet. This includes notifying the relevant Government Departments as required,
- We require members who wish to attend the centre to have their own spouse/family pass to gain access to the base and centre. No escorting is permitted at this time.
- We require all members to follow these guidelines in regard to the attendance or exclusion at the Centre.
- We will lock off the back-media room, store room, nursery and shed's to only be accessible to staff and committee only.
- All members who come into contact/come from an area deemed a 'HOT SPOT' shall abide by state self-isolation guidelines for 14 days. This means all members/families/children shall not be permitted to attend centre activities or programs on base or in the community until self-isolation is complete.
- We will no longer allow the use of the centre's keep cups to help prevent the spread of bacteria. Members will be required to bring their own to use. Disposable cups and spoons will be supplied in small quantities by the GBCC.
- All material toys and items will be locked away from use of members.
- We will utilise the platform of Eventbrite to register numbers to keep sessions to the capacity allowed within the confines of the building, as to keep with national and state social distancing regulations. This currently stands at 10 people.
- In addition, we request all members who are in close contact with someone who is being tested for Coronavirus should be excluded from the Centre until the test comes back negative.
- Members are required to keep the Centre up to date with any infectious illnesses including Coronavirus to ensure the health of all members that attend the Centre.
- Staff and Committee follow strict procedures in regard to infection control as outlined in the National Health and Medical Research Council's "Staying Healthy in Early Childhood Education and Care Services" June 2013. These include Handwashing Procedure as well as many other policies and procedures.
- The Committee will be responsible for ensuring a thorough Risk Management Process is undertaken. This will be in relation to current information that is provided from our regulatory authorities. Staff will be made aware of this Risk Management Process and will adhere to the listed control measures at all times throughout the course of the pandemic.
- All persons are to be well and symptom free upon entering the premises. If members or visitors are unwell, we request that they do not enter the Centre. If at any point a person on the premises appears unwell, they will be immediately directed to leave the premises by the Coordinator or a Committee Member.
- All members will have their temperature taken upon arrival. When taking the temperature, the Responsible Person in Charge will wear gloves and use hand sanitiser between each measurement. This will be recorded on a Temperature Record Form. The person responsible for taking the temperature on arrival will also wash their hands at regular intervals. Any member with a

temperature (above 37.5 degrees Celsius) will be excluded from the Centre until they have been symptom free for 24 hours. **If the temperature is between 37.5C and 37.9C with no other symptoms of being unwell a member may choose to wait outside for up to a 10-minute period and then re-enter for another temperature check. If the temperature is then below 37.5C they may proceed with the sign in procedures.**

- If a member is symptom free, they will be able to attend the day at the Centre. Members are requested to wash their own and their children's hands prior to settling their children into the centre. Handwashing Procedure is displayed in all bathrooms.
- In addition, our committee will clean taps, door handles and soap and paper dispensers every 30 mins using the 3-step cleaning procedure as recommended by NHMRC.
- As per state exclusion guidelines, if a member develops symptoms of Coronavirus whilst at the Centre, the member should be immediately quarantined from the other members. The Responsible Person in Charge will ask the member to remove themselves from the centre or if required telephone the family and/or Emergency Contact persons and request that the member is to leave immediately to reduce the spread of infection. The member will be excluded from the Centre until they have been symptom free for 24 hours.
- The Committee reserves the right to exclude any members whilst the pandemic remains in place.

## **WHAT?**

By working together with members of the Gallipoli Barracks Community Centre aim to not only protect our members from illness, but also provide continuity in our service to members throughout this period. We recognise that some members may be impacted in the short term with exclusion of members, however in the long term we aim to minimise disruption to returning to our service delivery for all members. The Gallipoli Barracks Community Centre recognise we have a duty of care to our members, but also specifically to all of the families that attend our Service. Many of our families have parents/grandparents undergoing chemotherapy or have chronic illnesses that compromise their immune systems. These are the people that unfortunately are put at risk and we are playing our part in the community to reduce and slow down the spread of infection.