



SPCC COVID SAFE PLAN (Generic groups)

STAFF AND PARTICIPANT GUIDELINES

All SPCC program staff have completed COVID-safe training before working on any program with face to face contact

Only fully enrolled/screened participants are allowed to attend and all have agreed to **SPCC COVID-Safe participant guidelines** are able to attend.

The maximum number of attendees is within maximum guidelines for the space hired.

All staff and participants will wear appropriate PPE (masks) at all times when delivering the program and adhere to 2 hourly hygiene sweeps of touchpoints (one before and one after program) (see **SPCC COVID-safe cleaning program** attached)

COVID hygiene/hand sanitiser stations and COVID safe signage are set up and managed by program staff during program delivery.

Staff keep a record of attendance at each session as per **SPCC contact tracing plan** (attached)

All staff are familiar with all SPCC COVID-safe plans including **the SPCC Outbreak Management plan** and COVID safe plan (attached)

Participants will adhere to social distancing throughout program and this will be monitored by staff.

Any participant & workers with cold or flu symptoms are not to attend programs.

Participants & workers must with symptoms must have a COVID test and be cleared before returning to the program.

All Participants have to read and sign a COVID-safe plan before returning to face to face program