



U3A Southern Highlands Covid-Safety Policy for Term 4 2020 As at 18 August 2020

The Management Committee's intent and responsibility to members is to provide a safe environment for participation in U3A activities. To that end, we keep abreast of and are guided by the NSW Department of Health and in particular their specific advice for seniors. As a result many of our courses will continue to be offered online via Zoom, which we recognise well supports the learning objectives of U3A membership for those with internet access. But we also recognise it limits the social aspect of membership and for those not online.

In expanding our course offerings to some group (in person) activities the following will apply:

1. U3A Southern Highlands Inc will hire only those venues that declare they comply with NSW Government Department of Health Covid Safety requirements.
2. Members must stay at home if they are unwell and/or have any cold or flu symptoms. For the sake of other members they will be asked to go home if they attend.
3. Social (physical) distancing at 1.5 meters needs to be maintained by all members.
4. Numbers per course will be kept at a maximum of 20 to ensure 4 sq metres per person.
5. Course Attendance and contact details will be kept for each course to be made available in need for contact tracing.
6. Hand-washing and hand-sanitising practices must be followed at all venues.
7. Morning and afternoon teas will be NOT served during courses. Kitchens in venues will be kept closed.
8. Surfaces and touchpoints will be cleaned before and after each course session.
9. Wearing of masks is at a member's discretion.
10. Due to increased risk of virus spread, choir and playing of wind instruments together is not possible.
11. Involvement of Course Support volunteers is crucial
 - a. Course Assistants maintaining Course Attendance records are to mark off on behalf of members so there is no sharing of pens.
 - b. Set up volunteers to ensure distancing between chairs and to clean tables and touchpoints before and after courses
 - c. A Covid monitor/marshall to ensure members keep to social distancing before, during and after the course.
12. This policy and related practices will be communicated with all members via our website, email and by post for those not on email.
13. A Committee member, Ingrid McCulloch, is designated with Covid responsibility to keep abreast of changes, to monitor effectiveness of our practices and as a reference point for course leaders and members.