

# **Plunkett Street Public School Parents and Citizens Association Inc COVID Safety Plan**

## **Introduction**

This plan provides Plunkett Street Public School Parents and Citizens Association Inc (hereafter named P&C) guidance on operating in a COVID-safe way, and helps identify and mitigate risks during the ongoing pandemic.

## **Purpose and Objectives**

Our P&C is dedicated to the health, safety and wellbeing of all volunteers, employees, students, contractors, and visitors. In this pandemic environment, we acknowledge additional precautions are required and that these are outlined in this COVID Safety Plan.

## **Adopted**

March 2022

## **Updated**

Version 1: May 2022

## **Review**

This COVID-Safety Plan will remain active until an update is issued, the document is completely replaced by a new version, or the document is withdrawn and not replaced.

## **Written By**

Marisa Blackley

### Wellbeing of P&C Volunteers, Employees, Students, Contractors, and Visitors

Requirements	Our Commitments
Exclude people who are unwell from the premises.	P&C Volunteers, Employees, Students, Contractors, and Visitors are advised to not attend P&C activities and events if they are showing any <u>symptoms of COVID-19 (hyperlink)</u> .
Provide staff with information and training on COVID-19, including when to get tested, physical distancing, wearing masks, and cleaning.	<p>If a P&amp;C Volunteer or Employee is unwell and has any symptoms, they should always test for COVID-19.</p> <p>If the test comes back negative for COVID-19, the P&amp;C Volunteer or Employee should still not return to P&amp;C activities and events until either:</p> <ul style="list-style-type: none"> <li>• They no longer has any symptoms, or</li> <li>• A medical certificate is provided to the school confirming that symptoms are explained by another diagnosis (such as hay fever).</li> </ul> <p>It is important that P&amp;C Volunteers or Employee do not attend P&amp;C activities and events if they are unwell, even if they have tested negative for COVID-19. Rapid antigen tests can produce false negative results and symptoms of other illnesses can also be similar to COVID-19, including flu, the common cold and stomach bugs. Health advice is that P&amp;C Volunteers or Employees who are sick should always stay home to rest and recover and avoid putting other P&amp;C Volunteers, Employees, Students, Contractors, and Visitors at risk of getting sick.</p>
Display conditions of entry including requirements to stay away if unwell and record keeping.	<p>Emails, social medial posts, and communication sent about P&amp;C activities and events will remind participants to not attend if they are showing symptoms of COVID-19.</p> <p>A register of attendance will be taken at every P&amp;C activities and events where physical distancing and other COVID-safe measures are not maintained.</p>

## Wellbeing of P&C Volunteers, Employees, Students, Contractors, and Visitors

Requirements	Our Commitments
Businesses can require proof of COVID-19 vaccination in line with their COVID-19 vaccination policy.	<p>As per the Public Health (COVID-19 Vaccination of Education and Care Workers) Order 2022 under the Public Health Act 2010 dated 10 March 2022, the NSW Government has mandated that people who carry out work in government or non-government schools and early childhood education (ECE) sites, including employees and volunteers of P&amp;C Associations, must not carry out relevant work unless the worker has</p> <ul style="list-style-type: none"><li>(a) had at least 2 doses of a COVID-19 vaccine, or</li><li>(b) been issued with a medical contraindication certificate, or</li><li>(c) a medical contraindication recorded on the Australian Immunisation Register that prevents the person from receiving any approved COVID-19 vaccine available in New South Wales.</li></ul> <p>As per Mandatory Vaccination Public Health Order Advice for P&amp;C Associations 29 October 2021 Prepared by: Federation of Parents and Citizens Associations of New South Wales:</p> <ul style="list-style-type: none"><li>• P&amp;C Association employees or volunteers of the P&amp;C Association that do not need to be on the school premises as part of their role are exempt from the Public Health Order.</li><li>• A P&amp;C Association should record this information on a COVID-19 Proof of Vaccination Register which should be kept confidential.</li></ul> <p>P&amp;C can invite visitors to activities and events regardless of their vaccination status, in line with settings in the broader community.</p>

### Physical distancing

Requirements	Our Commitments
Support 1.5m physical distancing where possible, including: <ul style="list-style-type: none"> <li>• at points of mixing or queuing</li> <li>• between seated groups</li> <li>• between staff.</li> </ul>	P&C activities and events will be held in order to support the 1.5m physical distancing.  Masks will be encouraged and made available if necessary for optional use where physical distancing is not possible.
Avoid congestion of people in specific areas where possible.	As above.
Have strategies in place to manage gatherings that may occur immediately outside the premises.	As above.

### Ventilation

Requirements	Our Commitments
Use outdoor settings wherever possible.	P&C activities and events will prioritise the use of outdoor settings where possible in accordance to the NSW Department of Education COVID Safety Plan.
In indoor areas, increase natural ventilation by opening windows and doors where possible.	P&C activities and events will increase natural ventilation of indoor areas where possible in accordance to the NSW Department of Education COVID Safety Plan.
In indoor areas, increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).	P&C activities and events will increase mechanical ventilation of indoor area where possible in accordance to the NSW Department of Education COVID Safety Plan.

## Ventilation

Requirements	Our Commitments
Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).	P&C will advocate for mechanical ventilation systems are regularly maintained at Plunkett Street Public School.
Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.	P&C will advocate consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation. at Plunkett Street Public School.

## Hygiene and cleaning

Requirements	Our Commitments
Face masks are encouraged in indoor settings where it is difficult to maintain physical distance from others.	Masks will be encouraged and made available if necessary for optional use where physical distancing is not possible.

## Hygiene and cleaning

Requirements	Our Commitments
Businesses can require workers and customers to wear face masks in line with their face mask policy.	<p>Masks are not mandatory for staff in primary schools and early childhood settings and for staff and students in high schools.</p> <p>In line with community settings, workers who support our students with disability in schools for specific purposes (SSPs), support units and some mainstream classrooms will be required to wear masks while working with students.</p> <p>P&amp;C Volunteers, Employees, Students, Contractors, and Visitors will be supported to wear a mask if they choose to do so.</p> <p>In line with the latest advice from NSW Health (<a href="#">hyperlink</a>), masks are recommended for P&amp;C Volunteers, Employees, Students, Contractors, and Visitors who have recovered from COVID-19, completed their 7-day isolation period and are no longer showing symptoms for an additional 3 days (from days 8 – 10 after receiving a positive COVID-19 result).</p> <p>Additionally, mask wearing is mandatory for P&amp;C Volunteers, Employees, Contractors, and Visitors returning to school as close contacts for 5 school days and recommended for primary school students returning to school as close contacts for 5 school days.</p>
Adopt good hand hygiene practices. Have hand sanitiser at key points around the venue.	P&C Volunteers, Employees, Students, Contractors, and Visitors are encouraged to sanitiser or wash their hands regularly with soap and water and will provide hand sanitiser to encourage their use.
Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.	P&C will advocate to ensure bathrooms at Plunkett Street Public School are well stocked with hand soap and paper towels or hand dryers.
Clean frequently used indoor hard surface areas (including children’s play areas) at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day.	P&C will clean frequently used indoor hard surfaces areas at P&C activities and events and advocate for continued enhanced cleaning at Plunkett Street Public School.

## Record keeping

Requirements	Our Commitments
Consider having a record keeping method in place to support contact tracing if a person with COVID-19 visits the premises.	A register of attendance will be taken at every P&C activities and events where physical distancing and other COVID-safe measures are not maintained.
Review the 'guidance for businesses with a worker who tests positive for COVID-19' available at <a href="https://www.nsw.gov.au/covid-19/business/linked-with-positive-worker-case">https://www.nsw.gov.au/covid-19/business/linked-with-positive-worker-case</a> and have protocols in place in the event that a worker who tests positive for COVID-19 has been in the workplace.	<p>P&amp;C will:</p> <ul style="list-style-type: none"> <li>• review the 'guidance for businesses with a worker who tests positive for COVID-19',</li> <li>• implement 'close contact' requirements as outline by NSW Health including contact tracing if any volunteers, employees, students, contractors, or visitors meets the criteria for being a 'close contacts', and</li> <li>• ensure the volunteer, employee, students contractor, or visitor does not return to the practice until they meet the criteria for release from isolation, and as per local requirements.</li> </ul>
Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify <a href="#">SafeWork NSW</a> if a worker has tested positive and is hospitalised or dies. Visit <a href="https://www.safework.nsw.gov.au/resource-library/COVID-19-Coronavirus">https://www.safework.nsw.gov.au/resource-library/COVID-19-Coronavirus</a> for more information.	P&C will cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at P&C activities and events, and will notify SafeWork NSW if an P&C Employee has tested positive and is hospitalised or dies.

## Resources

NSW Government

General COVID-19 Safety Plan

<https://www.nsw.gov.au/covid-19/business/safety-plans/general-template>

Department of Education Advice for Families

<https://education.nsw.gov.au/covid-19/advice-for-families>

P&C Federation NSW

COVID19 Advice

<https://membersportal.pandc.org.au/PandCMember/Documentation.aspx?WebsiteKey=dc73f9fe-7575-4bd3-b0e9-ea67a84b864a&hkey=4b13e129-e618-4c11-8c35-2c70630efe28&6f8a5899334c=11>