

Club Ashfield

COVID-19 Coronavirus Policy

Preparedness and Response Plan.

Tuesday, 17 March 2020

The Club continues to actively review and respond to any potential impact upon Members, Staff and Contactors' wellbeing and Club operations.

The Club has been focussed on reviewing and refining our plans to ensure we respond appropriately to this unprecedented situation. All Staff, Contractors and Members play a vital role in an effective response and I wish to share the key elements of the Club's COVID-19 Preparedness and Response Plan with you.

This outlines the precautionary measures we are taking, along with steps to be taken if a Club Member, Staff Member or Contractor is diagnosed with COVID-19. At the time of writing, I have not been informed of any confirmed cases of any Member, Staff Member or Contractor of the Club, or that of any of their close contacts. Please inform the Club **immediately** if you or any of your close contacts are diagnosed with COVID-19.

Precautionary Measures

In order to reduce the chances of undetected cases of COVID-19 spreading throughout the Club, we are taking the following actions:

- Promoting hand hygiene and social distancing and appropriate hygiene relating to coughing and sneezing. Reminding Staff, Contractors and Members to be washing and sanitising hands regularly.
- Advising Staff, Contractors and Members who are unwell not to attend the Club, this includes mild flu like symptoms and in particular, fevers and coughs.
- Staff, Contractors and Members who become unwell with flu like symptoms while at the Club will be sent home immediately with medical advice requested and followed up.
- Advising Staff, Contractors and Members of the latest advice from the department of Health for self-quarantining and testing based on travel and contact with those who have been diagnosed with COVID-19
- Reviewing increasing Club cleaning regimes, including Tables, Poker machines, Door Handles, rails etc. and making hand sanitisers widely available to Staff and Members.
- Making alternative arrangements available to staff with compromised immune systems or health conditions that make them more vulnerable to the virus.
- Preparing Administration Staff to work from home, if required
- Briefing staff on this plan
- Social distancing practices of maintaining a distance of 1.5 metres.
- Also, no hand shaking or any physical contact.

If there is a confirmed case of COVID-19 at the Club, the following procedures will be taken:

- Notification to the relevant Authorities including the NSW Ministry of Health
- Members, Staff and Contractors will be contacted via e-mail/SMS. We will also feature this information on our website if there has been a confirmed case of COVID-19 and that the Club will be cleaned and closed until further notice if deemed appropriate.

- The Club will follow all advice from relevant Authorities regarding establishing close contacts and casual contacts of the diagnosed person/s and take all appropriate action.

Current Exclusions Advice, including travel:

It is also important to also update you with the latest exclusion advice for Members, Staff and Contractors:

The Members, Staff and Contractors that should be currently excluded from the Club are those who:

- Have returned from overseas travel dating from the 15th March 2020 for a period of 14 days
- Have been diagnosed with the COVID-19 or
- Have had contact with a confirmed case of COVID-19 infection.

The DFAT website should also be consulted for information on the latest travel advice levels for specific countries.

The Club apologises in advance for any potential inconvenience caused as a result of this policy. The Club is committed firstly and foremostly to the health and safety of our Members, Staff and Contractors. We are regularly re-evaluating our approach to ensure that our response is measured, appropriate and aligned with the advice of the authorities.

Please be familiar with the steps to take in the event of casual or direct contact with someone with COVID-10 and also for suspected and confirmed cases of COVID-19.

Thank you for your co-operation so that we may effectively manage this situation in order to prioritise the health and well-being of all who enter the Club at this important time.

NSW HEALTH LINKS:

Casual Contact: <https://www.health.nsw.gov.au/Infectious/factsheets/Pages/novel-coronavirus-casual-contact.aspx>

Close Contact: <https://www.health.nsw.gov.au/Infectious/factsheets/Pages/novel-coronavirus-close-contact.aspx>

Suspected Contact: <https://www.health.nsw.gov.au/Infectious/factsheets/Pages/advice-for-suspected.aspx>

Confirmed Cases: <https://www.health.nsw.gov.au/Infectious/factsheets/Pages/advice-for-confirmed.aspx>

Yours Sincerely,



Robert Cassano
Chief Executive Officer