

COVIDSafe Plan



Our COVIDSafe Plan

| | |
|-----------------------|--|
| Business name: | IONA COLLEGE GEELONG |
| Site location: | 242 Horseshoe Bend Road, Charlemont 3217 |
| Contact person: | Tomas Harriott |
| Contact person phone: | 0408 950 743 |
| Date prepared: | Thursday 18 th of February 2021 |
| Last Updated: | Friday 17 th of February 2023 |

| Guidance | Managing a COVID-19 case at Iona College. |
|---|--|
| Requirements | Action |
| <p>Staff members and Students must get tested at the first sign of symptoms.</p> <p>If a Staff member or Student who has tested positive for COVID-19, has attended the college during their infectious period, they must inform the college as soon as possible.</p> | <p>Changes to COVID-19 isolation requirements</p> <p>It is strongly recommended that students or staff members:</p> <ul style="list-style-type: none"> • who test positive to COVID-19 should stay home and isolate for 5 days • should not attend school after five days if still symptomatic • who are symptomatic but have not tested positive should not attend school. <p>Where students become symptomatic at school, they should:</p> <ul style="list-style-type: none"> • be collected by their parents/carers • undergo testing for COVID-19. <p>It is strongly recommended that staff:</p> <ul style="list-style-type: none"> • who test positive for COVID-19 should stay home and isolate for five days • should not attend school after five days if still symptomatic • who are symptomatic but have not tested positive should not attend school. <p>Leave entitlements to support staff with COVID-19 to isolate</p> <p>Staff who test positive for COVID-19 will be able to access five days paid infectious diseases leave when COVID-19 has been contracted at school, without a medical certificate (though evidence, such as an RAT, may be required), in addition to personal leave.</p> <p>Staff who are unfit to return to work and who have accessed five days paid infectious diseases leave can access personal leave for the duration of the time they are unfit for work, with a medical certificate.</p> |

| | |
|--|--|
| Identification and notification of workplace contacts | <ul style="list-style-type: none"> - School principal will follow the steps as set out in the School Operations Guide: <i>Management of confirmed cases and household contacts at school</i> and Checklist for COVID contacts. - Staff and Students must inform the school that they have tested positive to COVID-19 on the day they received the positive test result. - The school is no longer required to notify the school community that there has been a positive case at the school. |
| Guidance | Vaccination Requirements |
| Requirements | Action |
| COVID-19 vaccination changes | <p>From Wednesday the 12th of October, all mandatory vaccination requirements for staff, visitors, contractors and volunteers will cease.</p> |
| Guidance | Action to reduce the risk of COVID-19 transmission |
| Requirements | Action |
| Face Mask Requirements | <ul style="list-style-type: none"> - Staff and students who wish to wear a face mask should be supported to do so, and schools should continue to make face masks available for staff, students and visitors. - The Department of Health recommends that masks should be worn by a person who is a close contact of someone who has tested positive for COVID-19 when leaving home. - Additionally, the department recommends that masks should be worn by a person who has COVID-19 for 7 days after a positive test when they need to leave home. |
| Improve indoor air quality | <p>Improving indoor air quality can reduce the risk of COVID-19 transmission in the workplace. This can be improved by:</p> <ul style="list-style-type: none"> - Opening windows, leaving doors open in hallways and corridors, adjust the settings on heating, ventilation and air conditioning (HVAC) systems or air conditioning units to increase the proportion of outdoor air. - Air conditioning filters are maintained according to maintenance plans, checked and filters cleaned regularly. - Air purifiers are advised to be used and prioritised for higher risk areas. These areas include where high levels of mixing of staff and reduced mask use when eating, higher levels of exertion and increased aerosol projection, and areas of lower ventilation and possible exposure to illness. For example, sick bays, staff rooms, canteens, school receptions and student centres, gymnasiums and music rooms. |
| Provide guidance to staff on good hygiene practices and slowing the spread of coronavirus (COVID-19). | <ul style="list-style-type: none"> - All staff are aware of infection control precautions: <ul style="list-style-type: none"> o Avoid people with fevers, sweats, chills or flu-like symptoms. o Use hand sanitiser between classes and after contact with commonly touched surfaces. o Maintain good cough etiquette. o Do not touch, kiss or hug others. o Use disinfectant wipes to clean computers and desks between different users and at the end of the day. <p>For more information: Guidance on hygiene and physical distancing.</p> |
| Provide and promote hand sanitiser stations for use on entering buildings and other locations, and ensure adequate supplies of hand soap and paper towel are available for staff. | <ul style="list-style-type: none"> - Hand sanitiser is available at the front entrance and throughout the school. - Disinfectant wipes can be used to clean computers and desks between different users and at the end of the day. - Staff are encouraged to wipe down items between use e.g. photocopier stations, kitchen items and office equipment. - All toilets are adequately stocked with paper towels and antibacterial soap/hand sanitiser. - Soap dispensers are motion sensitive, as are hand sanitiser dispensers. |

I acknowledge I understand my responsibilities and have implemented this COVIDSafe Plan in the workplace.

Name Damian McKew

Date 17/02/2023

You do not have to lodge your COVIDSafe Plan with the Victorian Government. However, you may be required to provide the COVIDSafe Plan to the Department of Health and Human Services (DHHS) or WorkSafe Victoria upon request or in the event of a confirmed positive case at your workplace. There will be random business spot checks for COVIDSafe Plans.