

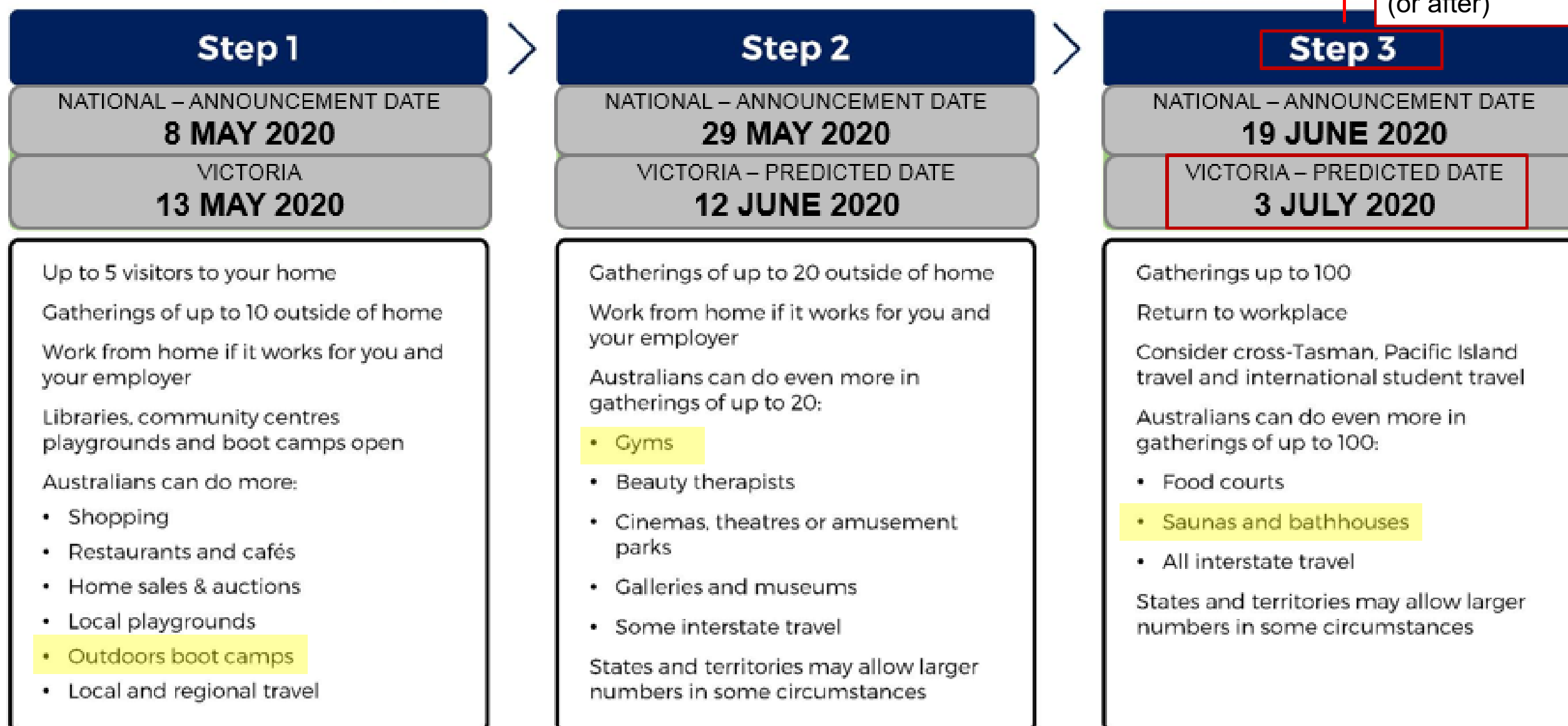
# Roadmap to a COVIDSafe Australia

States and territories will move at different times based on local conditions

National Cabinet will review step progress every three weeks

## COVIDSAFE

Majority of the Y to begin to reopening at this step (or after)



# Restart – Risk and Safety

- All facilities will be '**COVID-safe**' before reopening
- **Pre-start and re-opening checklists** have been developed for all facilities which will include social distancing requirements and other COVID-safe measures
- Staff will be required to complete the **COVID-Safe online training** provided by the Department of Health and Human Services and complete a **COVID-Safe commitment statement** to ensure that everyone understands what COVID-safe looks like at YMCA Victoria
- Staff and patron **COVID-safe expectations and rules** will be displayed at all facilities and communicated via social media and website
- **Personal protective equipment and hygiene supplies** will be provided. Things like gloves, hand sanitiser, disinfectant wipes, tally counters. **Managers will be communicated with to determine what is needed at their site in the coming week.**

# COVID-Safe and Social distancing

The follow will be tailored to suit each facility where necessary

- All staff, visitors and members of the public will be **temperature checked prior to entering a facility**
- Maintaining **1.5 metre and 4m2 social distancing or modification of environments** to ensure social distancing is possible – eg. removal or closure of seats
- **Decal stickers** on floors
- **Sneeze screens** (eg. screen protectors at reception)
- **Booking systems** will be in place: We have a responsibility to record all visitors at our sites. This is more important than ever before if there is a confirmed case of coronavirus to be able to identify and trace to limit the spread.
- Identification of all spaces and the **capacity limits of each space** (eg. Meeting rooms, fitness rooms, dining halls)
- **COVID-Safe Operating Procedures** for programs, tasks and facility areas (eg. fitness classes, adventure activities, spas and saunas.)
- There will be **increased cleaning of facilities** and in the event of a confirmed case a **de-contamination clean** of the area or facility will be undertaken

# Suspected or confirmed case of COVID-19 at work

## If the suspected or confirmed case of COVID-19 is at work



### 1. ISOLATE

Isolate the person from others, provide them with a disposable surgical mask if available and isolate them in a separate room.



### 2. TRANSPORT

Ensure the person has transport to their home or medical facility.



### 3. ESCALATE

Notify your manager immediately, manager to escalate to ELT. Initiate Critical Incident Process.



### 4. INFORM

Manager to ring the national COVID-19 hotline (1800 020 080). Follow the advice of health officials.

## CRITICAL INCIDENT TEAM (CIT)



### 5. CLOSE / ISOLATE

CIT to determine the level of isolation or closure of site, staff or public to be evacuated from area / site.



### 6. IDENTIFY

CIT to identify who at the site had close contact with the infected person in the 24 hours before that infected person started showing symptoms. Send those people home to isolate. Allow employees to raise concerns.



### 7. CLEAN

CIT to determine the level of cleaning required. Engage cleaning company Smart Clean to conduct decontamination clean (0422 289 744).



### 8. REVIEW / OPEN

CIT to review: risk management controls relating to COVID-19, whether work may need to change and if site can re-open. Keep employees and public up to date with what is happening.

If the suspected or confirmed case of COVID-19 (Staff or Public) is not at site when diagnosed – START AT STEP 3



# Employee Assistance Program

Please remember to take care of yourself during this time. Managing our mental and physical health during challenging times like these is so important.

- EAP – Our **Employee Assistance Program is available to you 24/7** and provides so much more than just traditional counselling. EAP can be accessed through Lifeworks – our external provider – by visiting the **Lifeworks website or by calling 1300 361 008**

# Highlights: Community Activation Award

This week it was announced the Y won the **Community Activation Award in the 2020 Australian Fitness Awards**, for our partnership program with the Wangaratta Council.

The winning program was the **Walk To School Program**, where 2,370 local students walked, rode or scooted a combined total of 30,630kms together to school.

Congratulations to the team involved at Wangaratta YMCA.



# Highlights: Latrobe Youth Space funding

The **Latrobe Youth Space** in Morwell has received **\$4.3million funding from the State Government** to redesign, redevelop and run this space.

This funding will also help to generate up to **50 future employment opportunities** which is wonderful.



# Highlights: National Volunteer Week

This week is **National Volunteer Week**.

In the past few months, our volunteers have given almost **800 hours of their time** to host inclusive online sessions to provide support and engagement for young people and other volunteers. This has been through the **Youth Hubs**, through the **e-Y-Space** initiatives and through **Y-Solation** sessions on the Y Victoria Facebook page.

**So thank you to all our amazing volunteers - the Y wouldn't be the same without you.**





# Highlights: Carlton Baths food service

Carlton Baths are finding a way to **continue to support the community** despite their doors being closed.

They have connected with local cafes, such as Tanaka Coffee and Grocers, who have **generously donated meals and fresh produce to give to locals** living in the Carlton housing estate across the road.

Carlton Baths have coordinated this through the Carlton Neighbourhood Learning Centre, and last week **100 meals were delivered to vulnerable members of the community**.

Thank you Carlton Baths!

