

COVID-19 SAFETY PLAN – Westwood Lodge Dining Room – JANUARY 2021

Because Lions Youth Haven has adopted the Check In CBR app to collect patron contact details, and using the 2 square metre rule, the maximum number of people allowed in the Hall dining room is 36. Patrons must observe the 1.5 metre distancing rule as well. Supervisors will be appointed to monitor the social distancing rules.

Tables and chairs will be arranged to observe the 1.5 metre rule.

Reception will be inside the entrance to the dining room and will be clearly marked to demonstrate the 1.5 metre rule. Patrons joining the function are required to record their names and contact details using the Check In CBR app.

If that is not possible, a written record of the person's name, contact number, time in and time out, will be kept for 28 days. The names of the supervisors will be recorded also. The maximum time patrons can meet in the Dining room is 2 hours.

Cloaking will be provided in the dormitory next to reception.

A sign encouraging people not to enter if they are unwell will be located at the entry. The ACT Government warning for vulnerable people to be extra careful will be placed at the entry.

Entry to the dining room will be through the normal front door and exit will be through the door closest to the kitchen. Signs will clearly indicate the Entry and Exit.

Sanitizer wall dispensers and paper towels will be placed in the dining room and the kitchen. These will be clearly signposted with notices encouraging people to use them.

Caterers preparing and serving food shall follow their COVID-19 Safety Plan and:

- Only disposable dishware, cutlery and cups may be used.
- Patrons are not allowed to serve themselves and they will be served through the kitchen hatch.
- Patrons shall dispose of disposable dishware, cutlery and cups by placing them in the waste bins provided for that purpose.

The Supervisors will ensure that:

- Tables and chairs are thoroughly cleaned and disinfected prior to and after use.
- Function paraphernalia is handled by as few people as possible and that it is cleaned and disinfected before and after use.

Only 2 people at a time are permitted inside each of the toilets. The toilets will be cleaned and disinfected thoroughly before and after each function. Adequate soap, and paper towels will be provided in each toilet. Signage will demonstrate how to wash hands.

Ray Wilson
Secretary