



Coffs Harbour U3A Inc.
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COVID SAFE AGREEMENT

Dear Members,

U3A Coffs Harbour has a duty of care to its members and those organisations that provide our venues to ensure that we have a plan for our protection from the virus and that we have communicated this plan to our members. Complying with this plan is the responsibility of all of us and not just the tutors. Please read the following carefully, sign it and return it to your tutor.

Thank you for your time and cooperation and keep safe.

I agree that, while participating in U3A activities, indoors and outdoors, I will

1. NOT ATTEND CLASS IF I HAVE ANY SYMPTONS ASSOCIATED WITH COVID-19
 - eg. sneezes, runny nose, coughs, fevers, sore throat, shortness of breath
2. NOT ATTEND CLASS IF I HAVE VISITED A COVID 19 HOTSPOT** WITHIN THE LAST 14 DAYS
3. NOT ATTEND CLASS IF I HAVE BEEN OVERSEAS OR IN CONTACT WITH ANYONE WHO HAS BEEN OVERSEAS, IN THE LAST 14 DAYS
4. NOT ATTEND CLASS IF I AM AWAITING THE RESULT OF A COVID-19 TEST
3. KEEP TO SOCIAL DISTANCING REQUIREMENTS
 - be aware in corridors, at entrances to and within classrooms, during class activities
 - follow floor markings if there are any
4. SANITISE
 - hands must be sanitised on arrival
 - hand sanitiser and disinfectant wipes are generally provided by the venue, not by U3A. In some circumstances I may have to provide my own
5. ASSIST WITH VENUE CLEANING REQUIREMENTS AS REQUESTED BY THE TUTOR
 - chairs and tables should be wiped down on arrival and departure
 - all surfaces (such as door handles, light switches, air conditioners, etc) touched during the period of the class must be wiped down at the end of the class.
6. UNDERSTAND that in the circumstances there may be no kitchen facilities available within the venue. If they are available and used, surfaces must be cleaned

Signed:

Dated

**** COVID19 Hotspot definition for the purposes of Class attendance:** A geographic area or specific physical location for which movement into, out of or within has been limited by a public health alert or temporary health regulation order AND/OR for which behaviour has been mandated or recommended beyond wearing of masks in public, hand washing and physical distancing.