

## COVIDSafe Plan – Information for Visitors

The Tuggeranong Arts Centre has developed a COVIDSafe Plan utilising the current social distancing guidelines of 1 person per 4sqm / 1.5m apart.

The following information will help you understand what TAC is doing and what you need to do to maintain a safe environment and limit the spread of COVID-19 at our venue.

### **What TAC is doing**

#### **Physical Distancing**

- Determining venue capacity limits and ensuring all users abide by requirements.
- Utilising sign-in books to ensure we can assist with contact tracing if required.

#### **Handwashing and Hygiene**

- Providing hand sanitiser stations that are checked regularly and refilled as required.
- Ensuring bathrooms are clean and well stocked with appropriate hygiene products, safety signage and monitored regularly to a high standard.
- Displaying posters in bathrooms and other high use areas with instructions on how to limit the spread of germs and maintain good hygiene.

#### **Cleaning**

- Frequently cleaning all high touch areas multiple times daily with disinfectant.
- Cleaning / sanitising entire arts centre multiple times each week by a professional cleaning service to Government cleaning specifications.
- Providing cleaning products (including single use gloves, paper towels, disinfectant) in multi-use spaces to ensure spaces are cleaned before and after use – especially high touch surfaces.
- When weather permits, opening windows and doors to increase airflow in centre.
- Provide sufficient rubbish bins, and empty regularly as required.

#### **Monitor Symptoms – *this is vital for all TAC users including staff***

- Installing signage reminding centre users about the symptoms of COVID-19.
- Directing centre users, including staff, to stay home if unwell, and / or displaying COVID-19 symptom. Following relevant health directions for getting tested, and facilitating contact tracing if required.
- Asking visitors to inform TAC if they test positive for COVID-19.
- Treating all personal information in accordance with relevant ACT and Federal privacy guidelines.

### **What YOU must do at TAC**

#### **Physical Distancing**

- Comply with the venue capacity and maintain relevant safe social distancing.
- Sign-in upon arrival with relevant information to assist with contact tracing if required.
- Keep at least 1.5 metres distance between yourself and everyone else in the centre.
- Adhere to time limitations that may be placed on your visit.

#### **Handwashing and Hygiene**

- Use hand sanitiser at the entrance to the venue on arrival.
- Use good hygiene principals to limit the spread of the virus at all times (refer to signage in the building).
- Avoid bringing food into the arts centre.

#### **Cleaning**

- Assist with cleaning multi-use spaces as directed (hirers, participants).
- Place rubbish in bins provided.
- Touch surfaces as little as possible.