

COVID-19 POLICY

What is the purpose of this policy?

We take the welfare and wellbeing of our staff and members seriously. This policy outlines our procedures for members attending our services and the operational requirements during the COVID-19 pandemic.

Government directives and the law

This policy represents our approach to dealing with the COVID-19 pandemic. However, this policy is in all respects subject to any overriding Government directive or law. For example, if the Government mandates that you must remain at home, or that our facility must close, then such directive overrides this policy.

We refer you to the various Government websites (both Federal and State) which contain up-to-the-minute information on Government policy on COVID-19.

What specific measures are we taking?

To promote the health and safety of those staff who are required to attend our facility, we will:

- Endeavour to provide and maintain a safe environment for all attendees;
- Provide information, instruction and supervision to you so far as we can to promote your health and safety;
- Provide adequate facilities for you to practice good hygiene. This includes hand sanitiser, soap, disinfectant spray, tissues;
- Keep you updated of any other requirements from the Government about work health and safety issues relevant to this outbreak;
- Integrate work health and safety issues into all of our decision making;
- Put in place mechanisms for monitoring work health and safety issues; and
- Take any health concerns raised under advisement.

What specific measures do we expect you to take?

While performing your duties at our facility, we expect:

- Follow all aspects of this policy;
- Take reasonable care to ensure your own health and safety, and that of our attendees and other team members;

- Not place others at risk or jeopardise the safety of our work environment by any act or omission. For example, attending while unwell;
- Follow any safe work procedures or protocols that we implement from time to time;
- Cooperate with us to meet our statutory work health and safety obligations;
- Observe social distancing at all time;
- Be mindful of your own health and not attend if you feel unwell;
- Be aware of your travelling movements. If you have travelled to a potential hot-spot within a week of prior attendance, please ensure you isolate appropriately;
- Regularly take steps to clean up or wipe down any surfaces that you have used;
- Practice cough etiquette (keep away from other people, cover coughs and sneezes with disposable tissues or clothing); and
- Wash your hands thoroughly and regularly.

Encourage and observe physical/social distancing

You will be required to follow social distancing rules. Such steps include:

- Distancing yourself from others as per the 1.5 metre rule;
- If you are near others, ensure that you are at least 2 metres away
- Not shaking hands to greet others;
- Promoting good hand, sneeze and cough hygiene;
- Using hand sanitiser frequently;
- Discourage more than 4 members sitting at a table during fellowship time and remind them of the physical/social distancing rule.

Kitchen policy:

We urge you to wash your hands as frequently as possible. Some key times to wash your hands include:

- After you have touched door handles, tables, and monitors;
- Before touching your eyes, nose, or mouth, because that is how the germs enter our bodies;
- Before, during, and after preparing food;
- Before eating food;
- Before and after treating a cut or wound;
- After using the toilet;
- After blowing your nose, coughing, or sneezing; and
- After touching garbage.

Preparing communion:

We urge you to wash your hands as frequently as possible.

- Please wear gloves when preparing communion;
- Prepare juice in separate communion containers;
- Prepare crackers either in separate communion containers or in one centralized container;
- Wipe down surface after preparation;
- Wash/sanitise hands.

Delivering communion:

Team members responsible for distributing communion to members must:

- Wear gloves;
- Allow members to take their own juice container;
- Team members are to hand the cracker to the member individually;
- Dispose of any remaining juice or crackers accordingly;
- Wipe down any surface areas if applicable;
- Wash/sanitise hands.

Managing the offerings:

1. Team members responsible for collecting offerings must:
 - Wear gloves;
 - Ensure that one member at a time deposits their offering into the large allocated bag;
 - Take to designated locked area;
 - Wipe any surface area required;
 - Wash/sanitise hands.
2. Team members responsible for counting offerings must:
 - Wear gloves;
 - Adhere to existing counting protocols;
 - Wipe any surface area required;
 - Wash/santise hands.

Our commitment:

We will provide updated information as it is available on our website, social media platforms and by direct communication ie phone/email. We will also provide you with updated hot-spot information weekly.



Senior Pastors: Andrew & Debbie Peacock
Church Address: 6 Culgoa Court, Dubbo
ABN 18 014 797 487
p. (02) 6885 1236 **m.** 0422 501 925

Who do we talk to if we need help?

If a situation arises and you need assistance with a member regarding our policy and protocols, please see Chris Mathieson who will advise accordingly.