



CES COVID-19 plan

Health and hygiene	
Required:	<input type="checkbox"/> Action taken:
<p>Provide facilities for regular handwashing and sanitising</p> <p>Ensure adequate cleaning supplies, monitor and reorder proactively</p> <p>Display posters promoting hygiene and physical distancing in appropriate locations</p> <p>Increased cleaning of:</p> <ul style="list-style-type: none"> • staff rooms • classrooms • play equipment <p>Cleaning of high frequency touch points such as drink taps, door handles, hand rails and toilets</p>	<ul style="list-style-type: none"> • Increased hand hygiene practices for staff and visitors. • Signs up promoting regular hand hygiene and coughing and sneezing etiquette. • Hand sanitiser available in key locations • Soap dispensers and paper towels in toilets and kitchen areas • Additional hours per day of cleaning by Diocesan cleaners including high touch items such as door handles, stair rails etc. • Alcohol wipes provided where needed • CES cleaner briefed on cleaning requirements • All cleaners using bleach dilution for effective COVID-19 inactivation • Contractors and visitors instructed in hygiene requirements
Physical distancing	
Required:	<input type="checkbox"/> Action taken:
<p>Maintain 1.5m between adults</p> <p>Ensure physical distancing for employees in staff rooms, classrooms and other shared spaces</p> <p>Make arrangements for staff meetings to occur online or via teleconference</p> <p>Limit access to school site by non-essential visitors</p>	<ul style="list-style-type: none"> • Staff meetings encouraged through Zoom • Building locked to the general public to prevent non-essential access • Camera, intercom and remote door control installed at Lake street, to allow contactless entry for essential visitors • Occupancy limits identified for meeting rooms and common areas, to adhere to venue density and physical distancing rules • All staff on rotating teams roster, to reduce the number of staff in the office at any one time
Staffing	
Required	<input type="checkbox"/> Action taken:
<p>Ensure unwell staff stay away from school</p>	<ul style="list-style-type: none"> • Staff have been advised that if they are unwell to stay home from school • Special COVID-19 leave has been provided to further ensure that staff stay at home if they are unwell • Health screening in place for staff who have travelled outside of the Diocesan region