



Sutherland Shire Orchid Society Inc.

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Infectious Disease Safety Action Plan COVID -19 (SARS-CoV-2 & Variants)

February 2022

References:

Government Gazette of the State of NSW – Minister of Health NSW
(updated document 2022)

NSW Dept. of Public Health (COVID-19 - Restrictions on Gathering and Movement)
Order (No 2) 2021, under section 7 of the Public Health Act 2010, (updated regulations
January 2022)

NSW Dept. of Public Health (COVID-19 Sections on Orders for the Management of the
Current Variants - Delta & Omicron)

NSW Dept. of Public Health: Latest update - Public Health Orders and Restrictions

Australian Government Department of Health: www.health.gov.au

NSW Government – Helping Business Get Back to Work - guidelines for development of
a COVID-19 Safety Action Plan

Uniting Church in Australia - Covid-19 Action Plan: Current Rules for Hall Users

Definitions:

- **Society** shall mean the Sutherland Shire Orchid Society Inc.
- **Provider** shall mean an organisation or property owner providing the hire of premises for a particular activity.
- **Committee** shall mean the Committee of the Sutherland Shire Orchid Society.
- **Secretary** shall mean the Secretary of the Sutherland Shire Orchid Society.
- **Members** shall mean members of the Sutherland Shire Orchid Society.
- **PPE** shall mean personal protective equipment.

Policy Statement:

The Sutherland Shire Orchid Society Inc. is committed to providing a safe and healthy environment for members and visitors attending any of the following approved Society activities: general meeting, committee meeting, orchid show, 'growers group' session, and display or public promotional activity by:

- Complying with any current Covid-19 regulations and guidelines set by the NSW Department of Health.
- Providing any up-to-date information to members as required in relation to Covid-19.
- Responding to any member attending a meeting presenting with symptoms that may be associated with an infectious disease such as Covid-19.
- Complying with any current rules as set out by the Uniting Church in Australia as to the use of their premises and equipment, including any requirements for hall entry QR codes.
- Complying with any current rules as set out by any other Provider as to the use of their premises and equipment, including any requirements for QR codes on entry.

Goals:

The Sutherland Shire Orchid Society Inc. will implement and action measures that prioritise the health and safety of members and visitors including:

- Implementing and encouraging effective hygiene practises as required by the NSW Department of Health in the course of members attending and undertaking approved activities of the Society.
- Continually monitoring sources of trusted public health information
- Providing a level of confidence in regards to hygiene and social distancing compliance for our members and visitors attending any Society meeting or other approved activity.

Strategies:

Practises to reduce the chance of infection or the spreading of Covid-19 include:

- Providing hand sanitiser on entry to the meeting hall or at any other venue where a Society event is held.
- Maintaining a register of members and visitor's names and addresses attending each meeting or at places of other Society approved activities.
- Providing the required PPE and chemicals to wipe down and sanitise any surfaces required by the Society for the purpose of conducting the particular activity including but not limited to: kitchen benches, crockery and cooking equipment, tables, chairs, door handles, electronic equipment etc.
- Encouraging members to follow good hygiene practises when coughing or sneezing by covering the mouth or nose, including the regular washing and sanitising of hands.
- Members who are unwell with respiratory illness should not attend meetings and may be excluded from the meeting or activity.
- Actioning any current social distancing requirements within, or external to the hall premises, and apply to areas associated with other Society activities
- Managing and enforcing the current Covid-19 regulations and implementing any subsequent changes issued by the NSW Department of Health.

Note: Whilst the Sutherland Shire Orchid Society Inc. will follow and implement the hygiene guidelines as required by the NSW Department of Health, and the Uniting Church for the use of the hall, members should be aware there can be no guarantee that the hall environment will be 100% Covid-19 risk free.

Actions / Notification to Regulatory Authorities:

- Any confirmed case of Covid-19 reported by a member or visitor who has attended a meeting or any other Society activity is a serious incident and will be reported to the NSW Public Health Unit - 1300 066 055
- Any member who had previously attended a meeting or another Society activity, and has subsequently been diagnosed with, or been in contact with a confirmed positive Covid-19 case, should advise the Secretary ASAP on 0431 799 230, and contact the NSW Covid-19 Hotline for advice on 13 77 88
- As in any case of the above, the Secretary will advise the Committee immediately, and the Management of the Uniting Church on 0411 781 780.
- In the case of a member or visitor being confirmed with Covid-19 attending a show or other premises used by the Society, then the above applies, and the Provider of that premises will also be notified immediately.
- In the event of any reported positive case situation, the Committee will seek independent advice from the NSW Dept. of Health, or from the National Coronavirus Health Info Line - 1800 020 080.
- In response, the Committee will determine a course of action, and where applicable, communicate the situation as soon as possible to all members who were in attendance at that event.
- In addition, the Committee will ensure any required follow up actions are managed appropriately with the members in accordance with that advice.
- The Secretary will keep a written record of all events and actions.

Members - Roles and Responsibilities:

It is the responsibility of every member of the Sutherland Shire Orchid Society to:

- Understand and follow the requirements and practises listed in this document.
- A member testing **positive** for Covid-19, should obtain independent advice from the NSW Dept. of Health, and if required, forward that information to the Secretary ASAP on 0431 799 230.
- Action the hygiene and social distancing practises outlined in the above plan and adhere to the rules for the use of the meeting hall as outlined by the Uniting Church.
- Be aware of the signs within the hall premises and follow the advice required by the Uniting Church and the Society.
- Adhere to any rules by the Provider of any other premises hired or attended for the purpose of the Society's activities.
- Ensure that the required PPE, cloths and sanitising chemicals supplied by the Society are used effectively in accordance with this plan.
- Follow direction given by a member of the Committee in regards to any requirements of the above.

General: At the time of publishing, the content of this document was sourced from the most reliable and up to date information available from the NSW Department of Health and other reliable sources as stated on page 1, and may be subject to change.