The learning and community activity environment at the Surrey Hills Neighbourhood Centre (SHNC) encourages and supports the participation of adults, teenagers and children from all backgrounds.

Our aim is for everyone at the Centre to have an equal opportunity to learn and participate in a safe, supportive and friendly environment.

This policy is to be read in conjunction with the [Participant Code of Conduct](). It sets out additional requirements for tutors, staff, volunteers and members to minimise the risk of catching and spreading COVID-19.

COVIDSafe CODE

All staff, members, volunteers and board members of Surrey Hills Neighbourhood Centre are required to observe COVID-19 safe precautions by agreeing to the following:

- staying at home if you feel unwell
- practice physical distancing – also called social distancing by maintaining 1.5m apart from others
- following the directed foot traffic markings in and out of the office (entering via the sliding doors and exiting via the back kitchen door)
- observing the maximum numbers of occupants per space as outlined in the signage outside each room (calculated at 1 person per 4 square metres)
- practising good hygiene by:
  - using the hand sanitiser stations when you enter the Centre
  - washing your hands often with soap and water. This includes before and after eating and after going to the toilet
  - using alcohol-based hand sanitisers when you can't use soap and water
  - avoiding touching your eyes, nose and mouth
  - if you are a tutor or volunteer activity leader, cleaning and disinfecting surfaces such as benchtops, chairs, equipment and doorknobs after your class or group activity with the surface disinfectant spray bottle marked SURFACE DISINFECTANT
- not using kitchen facilities while restrictions are in place
- exiting the Centre as soon as your activity or purpose of visit has concluded

I agree to adhere to the COVIDSafe Code of Conduct:

Name: …………………………….............

Signature: …………………………………

Date: ……………………………………........

Related Documents

Participant Code of Conduct
Board of Management, staff and volunteer Code of Conduct
Conflict of Interest Policy
Occupational Health and Safety Policies
Privacy Policy
Risk Management Policy