

# COVID-19 EMPLOYEE DECLARATION

## 1. Purpose

This COVID-19 employee declaration set out the expectations Northside expects of its employees and volunteers regarding safety measures associated with the ongoing management of reducing the spread of COVID-19.

## 2. Scope

Applies to all employees and volunteers of Northside Community Service (Northside).

Northside acknowledges that the social distancing recommendations provided by ACT Health and the The Australian Health Protection Principal Committee (AHPPC) cannot be applied to the work of early childhood educators working directly with children in Early Childhood Centres. Northside will make operational decisions as required to ensure the health and safety of all employees, children and visitors.

## 3. About COVID-19

COVID-19 is a disease caused by a new form of coronavirus. It was first reported in December 2019 in Wuhan City in China. Coronaviruses are a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases.

When someone who has COVID-19 coughs or exhales they release droplets of infected fluid. Most of these droplets fall on nearby surfaces and objects – such as desks, tables, or telephones. People could catch COVID-19 by touching contaminated surfaces or objects and then touching their eyes, nose, or mouth. If they are standing within one meter of a person with COVID-19 they can catch it by breathing in droplets coughed out or exhaled by them.

In other words, COVID-19 spreads in a similar way to the flu. Most persons infected with COVID-19 experience mild symptoms and recover. However, some go on to experience more serious illness and may require hospital care. The risk of serious illness rises with age: people over 40 seem to be more vulnerable than those under 40. People with weakened immune systems and people with conditions such as diabetes, heart, and lung disease are also more vulnerable to serious illness.

COVID-19 is a new disease, so there is no existing immunity in our community. This means that COVID-19 could spread widely and quickly. It is critical that Northside has a clear plan and lines of communication with you as our employees, as well as clients and third-party entities.

## 4. In signing this COVID-19 declaration I agree that I will:

- Keep myself informed of the latest information on COVID-19 in the ACT and the latest direction from ACT Health by regularly visiting <https://www.covid19.act.gov.au/home>
- When traveling interstate, follow current ACT Health guidelines concerning self-isolation, quarantining, and testing requirements.
- When traveling to work, follow the ACT Health guidelines regarding the use of Public Transport, which may include the use of fitted face coverings.
- When arriving to work dispose of any disposable masks used in transport to the workplace. If re-usable masks are used in transport to the workplace, ensure, they are handled and stored safely prior to entering the workplace.
- Wash and/or sanitize my hands regularly including on entry and exit of the workplace as per the hygiene techniques displaced at all dispensers and handwashing facilities.
- Place any bags on the ground, or in lockers, and not on surfaces (such as desks or tables).
- Wipe down my desk (if applicable) with an antibacterial wipe on arrival and departure and dispose of the soiled wipes and more frequently if I share a workstation.

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- Practice physical distancing by maintaining a 1.5 meter distance between myself and others.\*
- Apply social distancing in meeting rooms and limit occupancy to no more than the maximum occupancy sign posted at the entrance of each room or workspace.
- Stay at home when I feel unwell and inform my supervisor as soon as practical (and as required under sick leave procedures in Early Childhood Centres).
- Immediately seek to obtain a COVID-19 test and self-isolate if I have any symptoms such as fever, cough, sore throat, or shortness of breath.
- Immediately notify my direct supervisor of the outcome of COVID-19 test and follow directions of my medical practitioner if I test positive for COVID-19.

*\* This does not apply to Early Childhood Centre classrooms, corridors, and outdoor play areas or where educators are working directly with children.*

## 5. Acknowledgment and Agreement

As a current employee or volunteer at Northside Community Service, I agree to abide by the above COVID-19 principals and have fully read and understood the latest COVID-19 Workplace Health and Safety Policy.

Full name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date of signing:

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