



COVID 19 safety plan

Centre for Environmental Training (CET) is committed to providing a safe workplace for staff and course participants. This COVID safety plan presents physical distancing, hygiene and cleaning measures, and record keeping as measures to protect the wellbeing of staff and participants on CET courses.

CET will monitor the COVID 19 situation regularly and will respond to any changes in Government regulations or advice from NSW Health or other relevant State Health authorities. CET will communicate with course participants regarding any changes to scheduled courses arising from COVID related public health orders.

Physical Distancing

Public course venues will be expected to meet NSW Health recommended physical distancing requirements.

In-house course clients need to confirm that suitable COVID controls are in place and that the venue is set up with suitable social distancing.

Any site specific information about course COVID 19 safety arrangements will be provided to course participants with the registration information. COVID safety expectations will be covered at the start of each course.

Participants are asked not to attend a course if they are:

- unwell,
- are waiting for the results of a COVID 19 test,
- have been told by NSW Health to physically isolate,
- have been at a close contact site identified on the NSW Health website or
- live or work in an area that is subject to a public health order that constrains their movements.

If a participant is unable to attend for one of the above reasons, course registration can be transferred to another person from the same organisation at no cost, or to a later course, in which case a 10% administration charge will be made.

CET staff will not attend a course if they are:

- unwell,
- are waiting for the results of a COVID 19 test,
- have been told by NSW Health to physically isolate or
- have been at a close contact site identified on the NSW Health website
- live or work in an area that is subject to a public health order that constrains their movements.

CET staff will follow physical distancing measures when travelling to and from a course venue and will wear face mask at all times. Course participants are asked to take the same level of care when travelling to a course.

Hygiene and cleaning

CET staff and course participants are required to wear masks throughout the course.

CET staff and course participants are expected to practice good hygiene, to cough and sneeze into their elbow and wash/sanitise their hands frequently.



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Hand sanitiser will be made available in the course venue.

Courses will be designed to minimise sharing of equipment. Where equipment has to be shared, items will be cleaned between users, or PPE will be provided as appropriate.

Record keeping for contact tracing

CET staff and course participants are required to check in to the course venue using the Service NSW COVID Safe Check-in QR code.

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