

> HELPING BUSINESS GET BACK TO WORK



30 June 2020

COVID-19 Safety Plan

Effective 1 July 2020

Sex on premises venues (SOPVs)

We've developed this COVID-19 Safety Plan to help you create and maintain a safe environment for you, your workers and your patrons.

Complete this plan in consultation with your workers, then share it with them. This will help slow the spread of COVID-19 and reassure your patrons that they can safely visit your business. You may need to update the plan in the future, as restrictions or advice changes – you can make changes to the plan if you've printed or saved it, or you can choose to download and create a new version of the plan.

Businesses (including independent contractors and sole traders) must follow the current COVID-19 Public Health Orders, and also manage risks to service providers and other people in accordance with Work Health and Safety laws. For more information and specific advice for your industry go to nsw.gov.au

BUSINESS DETAILS
Business name:
Plan completed by:
Approved by:

> REQUIREMENTS FOR BUSINESS

Requirements for your workplace and the actions you will put in place to keep your patrons and workers safe

REQUIREMENTS	ACTIONS
Wellbeing of staff and patrons	
Exclude staff and patrons who are unwell from the premises.	
Provide staff and management with information and training on COVID-19, including when to get tested, physical distancing and cleaning.	
Ensure staff are aware of leave entitlements and the need to self-isolate if sick.	
Display conditions of entry (website, social media, premise entry).	

Wellbeing of staff and patrons

Ensure COVID-19 Safety Plans are in place, where relevant, for:

- Swimming pools (including spas, saunas and steam rooms)
- Beauty services (including massage parlours)
- Pubs and clubs
- Cinemas and theatres.

REQUIREMENTS

ACTIONS

Physical distancing

Capacity must not exceed one person per 4 square metres of space (excluding staff).

Assign lockers to patrons to avoid overcrowding and ensure social distancing measures are followed in changerooms. Lockers and locker keys should be wiped down and cleaned between patrons.

Have strategies to avoid crowding in rooms where practical.

Consider strategies to decrease risk of transmission, such as recommending patrons avoid face-to-face contact. Continue to provide condoms and water based lubricant in areas where used.

Ensure seating in chill out spaces complies with physical distancing of 1.5 metres where possible; rearrange seats or use signage if required.

Where possible, ensure venue staff maintain 1.5 metres physical distancing at all times, including at meal breaks and in any office or meeting rooms.

Review regular deliveries and request contactless delivery/invoicing where practical.

Have strategies in place to manage gatherings that may occur immediately outside the premises.

REQUIREMENTS

ACTIONS

Hygiene and cleaning

Adopt and promote good hand hygiene practices for staff and patrons. Ensure messages are displayed throughout the venue encouraging patrons to regularly wash hands.

Hygiene and cleaning	
Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers, including in room washing facilities.	
Areas that have a high turnover of patrons (dark rooms, group rooms, etc) should be cleaned regularly.	
Any surfaces patrons frequently touch should be regularly cleaned with a detergent/disinfectant solution several times per day. Venues should provide patrons with clean towels.	
Clean hard surface areas in areas frequented by staff or patrons at least daily with detergent/disinfectant.	
Maintain disinfectant solutions at an appropriate strength and use in accordance with the manufacturers' instructions.	
Ensure safe sex supplies, such as condoms and lube, are single use sachets where possible.	
Ensure that hand sanitiser is provided throughout the venue, with messages throughout the venue about showering and cleaning hands in between partners.	
Remove books, magazines, pamphlets and iPads.	
Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	
Encourage contactless payment options and/or do not handle cash directly. Use disposable gloves to receive and count, or wash hands before and after with soap and water or hand sanitiser.	

REQUIREMENTS	ACTIONS
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Record keeping	
Keep a record of a name and a contact for all service providers, patrons and contractors for a period of at least 28 days. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.	

Record keeping

Make your service providers aware of the COVIDSafe app and its benefits to support contact tracing if required.

Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify SafeWork NSW on 13 10 50.