



COVID-19 Safe Plan

This plan outlines the revised or additional health and safety measures that the Australian School of Performing Arts will implement to help meet government regulations, mitigate the risk of COVID-19 transmission and ensure all participants, families and ASPA staff members have a safe place to sing, dance and work in. We appreciate your cooperation in following these guidelines when attending ASPA events and programs.

Attendance and Contact Tracing

- Some ASPA venues require adults to sign in using the displayed QR code. At ASPA we mark a digital role for participants each day that can be used for contact tracing purposes where necessary but we also ask that parents adhere to the request to sign into a QR code at applicable venues.
- Should a participant become unwell with COVID-19 we will advise all families and staff members as well as the venue contact.
- Should a venue contact advise that a member of their community has become unwell with COVID-19 we will advise participants from that venue and ensure our rooms have been appropriately sanitised before we hold our next session.
- Should an ASPA staff member fall ill they will be unable to return to work until they have been cleared by a doctor.
- Should you become unwell with COVID-19 after attending an ASPA venue, we ask that you contact our office as soon as possible on 1800 338 142, 03 9859 6499 or headoffice@aspagroup.com.au

Respiratory Hygiene

- All ASPA staff have undertaken the Australian Government's online Infection Control Training and been briefed on our COVID-Safe Plan and their additional responsibilities.
- We will have a hand sanitation station at each building entrance and require everyone to sanitise their hands before entering.
- Participants will be reminded to cough into their elbows or a tissue and place used tissues straight into the bin then wash their hands or use the hand sanitation station in the workshop room. ASPA staff will safely empty bins at the end of each session.
- Participants will also be reminded to limit contact with others – no hugging, shaking hands or touching objects unless necessary – and to avoid touching their eyes, nose or mouth.
- Staff will maintain a distance of 1.5 metres and encourage parents of participants to do the same.
- We welcome any participant to wear a mask if that is your family's choice.

Hired Venues

We have worked closely with our program venues to secure appropriately sized spaces for the number of participants in each group based on current guidelines in each state and territory. In addition to our obligations to state and territory guidelines we are also meeting the specific requirements of each individual venue.

- We will be running workshops, where possible, with doors and windows open to allow for increased ventilation
- When singing together, participants will remain socially distanced and all face in the same direction
- Our staff will wipe down all surfaces and door handles in classrooms and bathrooms, and water refill stations, before, between and after sessions and ask all participants to avoid touching common area surfaces.



Arrivals and Dismissals

Each venue has also been assessed for the safest arrival and departure plan. Some venues will require a 'Drive and Drop' approach where staff will meet parents and participants at a designated gate while others will see parents drop their child to the door of the building. Venue maps will be provided to all families prior to the program outlining our COVID Safe arrivals and collections plan and we have increased staffing levels to coordinate these plans, as well as to facilitate the wiping down of surfaces with anti-bacterial wipes between classes.

- An ASPA staff member will stand at the designated venue entrance to monitor arrivals and dismissals. At some of our venues only participants and staff are allowed on site. Please follow the venue map provided and the directions of our staff.
- Please only arrive 5 minutes before the scheduled start time and ensure you are on time for collection at the designated point. At this time, parents are unable to wait on site during the program and will not be permitted to use the venue bathroom facilities.
- We ask that only one adult takes part in arrivals and dismissals.
- Please ensure you and your child are in good health before attending the program. If you or your child are unwell, please do not attend the venue until you are better.
- When entering and exiting the venue please adhere to social distancing requirements and maintain a 1.5m distance.

We thank you for your patience and understanding. The above may be subject to change due to evolving government regulations. We appreciate your help and consideration as we work to ensure our team, participants and families are safe.