COVID-19 HEALTH AND SAFETY TRAINING

We're developed this training module based off information provided from the Australian Government Department of Health and The World Health Organisation's Guidelines. Please note that we are not health professionals and all information provided has been collected and interpreted from Australian Government and World Health Organisation Guidelines.

Easing of restrictions

Each state may have different restrictions so it's important that you follow the current guidelines that are set by your local, state and federal government authorities along with the World Health Organisation.

For state and federal COVID information please visit **https://www.australia.gov.au/**

What is Coronavirus or COVID-19?

COVID-19 will affect different people in different ways, some more severe than others. Most people (approximately 80% of people) who experience COVID-19 will only experience mild symptoms, however, some people may also experience moderate symptoms (15%) or severe symptoms (5%).

Signs and symptoms

The most common signs and symptoms of COVID-19 include:
- Fever
- Flu-like symptoms such as coughing, sore throat and fatigue
- Shortness of breath

*Not everyone who has these symptoms has COVID-19, however the Australian Government Department of Health recommends getting tested if you are exhibiting these symptoms.

If you need further information, you can visit www.healthdirect.gov.au or call the National Coronavirus Information Hotline on **1800 020 080**.

Severe and serious symptoms can include:
- Severe difficulty breathing
- Chest pain and pressure
- Loss of speech or movement

Seek immediate medical attention if you experience any of the serious symptoms. If you are experiencing severe symptoms and require emergency services or an ambulance, please **call 000** and be sure to explain all symptoms and remember to mention if you also have any of the associated less severe symptoms of COVID-19. This is so that the medical professionals can prepare for your arrival at the medical centre or prepare to transport you.

Australian Government — BE COVIDSAFE
COVID–19: IDENTIFYING THE SYMPTOMS

SYMPTOMS		COVID-19 Symptoms range from mild to severe	COLD Gradual onset of symptoms	FLU Abrupt onset of symptoms
Fever		Common	Rare	Common
Cough		Common	Common	Common
Sore Throat		Sometimes	Common	Sometimes
Shortness of Breath		Sometimes	No	No
Fatigue		Sometimes	Sometimes	Common
Aches & Pains		Sometimes	No	Common
Headaches		Sometimes	Common	Common
Runny or Stuffy Nose		Sometimes	Common	Sometimes
Diarrhea		Rare	No	Sometimes, especially for children
Sneezing		No	Common	No

Adapted from material produced by WHO, Centers for Disease Control and Prevention.

It is very difficult to distinguish between the symptoms of COVID-19, influenza and a cold. If you have any infectious or respiratory symptoms (such as a sore throat, headache, fever, shortness of breath, muscle aches, cough or runny nose) don't go to work. You need to self-isolate and to be assessed by a medical professional. You may need testing for COVID-19. You must not return to work until cleared by a medical professional. You need to ensure that the people you care for are protected and safe.

TOGETHER WE CAN HELP STOP THE SPREAD AND STAY HEALTHY
For more information about **Coronavirus (COVID-19)** visit **health.gov.au**

What to do if you develop symptoms or suspect yourself of having COVID-19?

It is incredibly important that you do your part to stop the spread of COVID-19.
If you begin to feel unwell and develop symptoms such as fever, dry cough, sore throat and fatigue it is essential that you:
- Stay at home and practice social isolation and infection control precautions
- Seek professional medical advice and testing
- Contact and information Mother's Day Classic Team (**MDCCovidSafe@mothersdayclassic.com.au**) AS SOON AS POSSIBLE about any symptoms you may exhibit and please keep us informed on your test status and results. If you get tested and have an upcoming shift, we need to know about this and will require proof of a negative test result to be able to work.

The health of yourself and of others is extremely important to us, if you are sick you will need to stay home and follow the advice of medical professionals.

It is your responsibility to stay up to date with information on how to self-isolate if you need to or are requested to by a health professional. Self-isolation or self-quarantine for COVID-19 currently means staying at home for 14 days or until a medical professional advises you otherwise.

Currently in Australia, you MUST self-isolate if:
- You have tested positive for COVID-19 or are suspected of having COVID-19
- You have been in close contact with a confirmed case of COVID-19

What to do if you've had a positive test – Mother's Day Classic COVID-19 Policy

If you have had a COVID-19 test and the returned result is **POSITIVE**, you must follow the advice of their doctor and isolate yourself in your home or in a hospital until you are well again.

Volunteers who have tested **POSITIVE**, must provide proof from their doctor they are physically well to return to work. Following receiving written proof from a doctor, the Mother's Day Classic team will review and advise if it is safe to attend.

If you have any further questions, please email **MDCCovidSafe@mothersdayclassic.com.au**

Things to remember

You can help keep yourself and others safe by practicing good infection and prevention control in your workplace.
- Clean your hands regularly
- Practice social distancing and remain 1.5m away where possible
- Ensure good respiratory hygiene and etiquette
- Regularly wipe and disinfect surfaces that have high contact points.
- If you develop symptoms – please stay home, get checked and let us know ASAP (**MDCCovidSafe@mothersdayclassic.com.au**)

PROTECT YOURSELF & THOSE AROUND YOU

- STAY AT HOME IF YOU'RE UNWELL
- AVOID TOUCHING YOUR FACE, NOSE AND MOUTH
- STAY 1.5 METRES AWAY FROM PEOPLE WHO ARE COUGHING OR SNEEZING
- COVER COUGHS AND SNEEZES
- WASH HANDS REGULARLY

COVID-19 HEALTH AND SAFETY TRAINING

We're developed this training module based off information provided from the Australian Government Department of Health and The World Health Organisation's Guidelines. Please note that we are not health professionals and all information provided has been collected and interpreted from Australian Government and World Health Organisation Guidelines.

How does COVID-19 spread?

COVID-19 spread from person to person through droplet transmission. Droplets are small pieces of saliva which are produced when a person coughs or sneezes. These droplets usually don't travel further than 1m through the air.

You can become infected if:
- You have close contact with an infected person who coughs or sneezes
- You touch an object (e.g. door handle or pedestrian crossing button) contaminated from a cough or sneeze from a person with COVID-19 and touch your eyes, nose or mouth. Droplets cannot go through your skin, they can only lead to infection if they touch your mouth, nose and eyes.

How to Handrub?

RUB HANDS FOR HAND HYGIENE! WASH HANDS WHEN VISIBLY SOILED

⏱ Duration of the entire procedure: **20-30 seconds**

1a | 1b Apply a palmful of the product in a cupped hand, covering all surfaces;

2 Rub hands palm to palm;

3 Right palm over left dorsum with interlaced fingers and vice versa;

4 Palm to palm with fingers interlaced;

5 Backs of fingers to opposing palms with fingers interlocked;

6 Rotational rubbing of left thumb clasped in right palm and vice versa;

7 Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;

8 Once dry, your hands are safe.

World Health Organization | Patient Safety — A World Alliance for Safer Health Care | **SAVE LIVES** Clean **Your** Hands

All reasonable precautions have been taken by the World Health Organization to verify the information contained in this document. However, the published material is being distributed without warranty of any kind, either expressed or implied. The responsibility for the interpretation and use of the material lies with the reader. In no event shall the World Health Organization be liable for damages arising from its use. WHO acknowledges the Hôpitaux Universitaires de Genève (HUG), in particular the members of the Infection Control Programme, for their active participation in developing this material.

May 2009

How to help protect yourself and others and reduce the spread of COVID-19 and other infectious diseases

It is everyone's responsibility to follow government restrictions appropriately, ensure you're maintaining good personal hygiene, practicing social distancing measure and self-isolating if necessary.

Try to encourage your friends, family and co-works to take these precautions too.

Wash hands frequently and often

This is important because it kills viruses that may be on your hands. You should be washing your hands with soap and water for at least 20 seconds.

If you don't have access to soap and water, you could try rubbing an alcohol-based sanitiser on your hands.

You should make your best effect to wash or sanitise your hands at various times throughout the day including at times like:
- When you arrive at your shift
- After using the toilet
- Before and after eating
- After coughing or sneezing
- After blowing your nose
- Regularly throughout the day – particularly after touching objects that many people have touched e.g. door handle
- Returning home from your shift.

Try to avoid touching your face

It is important to try to avoid touching your face as much as possible. This is important because droplets on your hands and skin can be transferred to your eyes, nose and mouth when you touch your face and infect you.

Try your best to maintain social distancing

1.5 m

If you can, do your best to maintain **1.5m** between yourself and others. This is important because if someone coughs, sneezes and you are too close you may breathe in infected droplets.

These droplets can also be transported from hand to hand through handshakes, so it's best to avoid these too.

Part of your role at Mother's Day Classic, may be to remind patrons to stick to the **1.5m** rule.

KEEP THAT COUGH UNDER COVER.

Coronavirus (COVID-19)

Always cough or sneeze into your arm or a tissue and put the tissue in the bin straight away. Wash your hands with soap and water for at least 20 seconds afterwards.

TOGETHER WE CAN HELP STOP THE SPREAD AND STAY HEALTHY.

For more information about **Coronavirus (COVID-19)** visit **health.gov.au**

HELP **STOP** THE **SPREAD** AND STAY HEALTHY

Masks

The recommendations by the Australian Government Department of Health in relation to wearing a mask can and will change with the status of the virus in your area, so it is important that we stay agile and informed about their recommendations. In some states, the Government is recommending that masks are only worn if you are sick and experiencing symptoms that may be due to COVID-19. However, in other states where there is a higher number of people infected with COVID-19 prevalent in the community and suspected community transmission, governments are recommending that masks are worn wherever you may be in close proximity to others and where social distancing may not be possible.

It is important to follow their recommendations in order to keep yourself and others around you safe.

Cleaning and disinfection

With the change in circumstances and situations surrounding COVID-19, a new part of your role with Mother's Day Classic may involve regular cleaning and disinfection of your environment.

This is important because droplets from an infected person can fall onto a surface then be transferred to someone else's hands if they touch the same surface.

If instructed that cleaning and disinfecting is part of your role you should regularly clean and wipe down surfaces that are frequently touched with a spray disinfectant or detergent solution.

Each job will be different so if you're unsure what you should be wiping down, just ask your shift leader.