



## Conditions of Entry and Safe Operations During Covid 19

OUR CLUB WILL ABIDE BY THE NSW GOVERNMENT REGULATIONS

### Social Distancing Rules

- Our club capacity must not exceed 245 patrons, the number allowable by **one customer per 4 square metres** of space.
- Dancefloors are not permitted, except for at a wedding reception where the wedding couple only may dance.
- Bookings must not exceed 10 customers (except for weddings, funerals and corporate events). There should be no more than 10 customers at a table.
- Reduce contact or mingling between customer groups and tables wherever possible.
- Move or remove tables and seating to support 1.5 metres of physical distance where possible. Household or other close contacts are not required to physically distance. Groups of friends may not necessarily all be household-like contacts and so may require additional space at a table so that they can physically distance.
- Reduce crowding and promote physical distancing with markers on the floor where people are asked to queue, such as at the bar.
- Ensure 1.5 metres between gaming machines, where practical. This can be achieved by moving machines or turning off or blocking access to every second machine.
- Alcohol can only be consumed by seated customers.
- Introduce strategies to manage gatherings that may occur outside the premises and in any designated smoking areas.
- Take measures to ensure drivers of courtesy vehicles minimise close contact with passengers as much as possible.
- High energy dance, as well as singing (including karaoke) and wind instruments, can spread COVID-19 if a participant is infected. Additional planning around these activities should be undertaken from a work health and safety perspective, including ensuring 3 metres distance from the audience. Group singing should be avoided.

### Record Keeping

- Keep name and a contact number for all staff, customers, and contractors for a period of at least 28 days. Each person that attends a venue **MUST** provide their name and contact details. Records are only to be used for tracing COVID-19 infections and must be stored confidentially and securely.
- It is the role of the COVID-19 Safe Hygiene Marshall to ensure the accuracy and legibility of records.
- Paper sign-in is permitted, but premises must digitise these within 24 hours and provide immediately on request.
- Staff and patrons aware of the COVIDSafe app and its benefits to support contact tracing if required.
- The venue has register their COVID-19 Safety Plan through [nsw.gov.au](https://nsw.gov.au).
- We will 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.



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### Wellbeing of Staff and Customers

- Exclude staff and customers who are unwell from the premises.
- Providing staff with information and training on COVID-19, including when to get tested, physical distancing and cleaning. Train staff in the process of how to collect and store contact details of patrons.
- Display conditions of entry (website, social media, venue entry).
- Premises cannot operate as a nightclub (open late into the evening primarily for the purpose of providing a venue for patrons to dance), but may open to provide other services as long as the appropriate COVID-19 Safety Plan is in place where relevant.
- The Club will assign one staff member as a COVID-19 Safe Hygiene Marshall who will be in distinctive clothing (such as a shirt or badge) and responsible for ensuring all aspects of the COVID-19 Safety Plan are being adhered to including overseeing social distancing, cleaning and ensuring the accuracy of record keeping.
- This venue has a capacity of 245 patrons, the identified Safe Hygiene Marshall/s must always be present during peak operational hours (during lunch 12pm to 3pm and dinner 5pm to 9pm, or other peak periods).