

COVID-19 VICTORIA

FAQS

METRO MELBOURNE AND REGIONAL VICTORIA | NOV 16, 2021



As Victoria has passed the 80% fully vaccinated target, restrictions eased as of 6pm Friday October 29. Regional Vic and Metro Melbourne are again under the same Covid restrictions.

The following will apply across all Victoria as of 6pm Oct 29, 2021. Changed restrictions shown in RED.

- **Leaving Home** – There are no longer any restrictions on leaving home.
- **Intrastate Travel** – There are no longer any restrictions on travel within Victoria, including travel between Metro Melbourne and Regional Victoria.
- **Masks (unless an exemption applies)** – Wearing face masks is now only mandatory in indoor settings. Masks must be carried at all times outside the home, but are no longer required to be worn outdoors except where social distancing cannot be maintained.
- **Visitors to the home** – up to 10 people per day, including dependants, may visit at home.
- **Public outdoor gatherings** – up to 30 people may gather outdoors. This does not include back yards or other outdoor areas of a private residence.
- **Religious gatherings and ceremonies (incl Weddings and Funerals)**
 - **If all attendees are fully vaccinated**, indoor gatherings are subject to a density quotient of one person per 4 square metres (no number caps). Up to 500 people may gather outdoors with a density quotient of one person per 2 square metres.
 - **If vaccination status not known for all attendees**, up to 30 people may attend subject to density quotient of one person per 4sqm.
 - **COVID check-in marshals** must ensure all attendees check-in and, if it is a service for the fully vaccinated, that all attendees over 16 have proof they are fully vaccinated or medically exempt. (see p4)
- **Work** – Work from home if you can, but you can go to work if fully vaccinated.
 - If you are not fully vaccinated, you can only attend a workplace other than your own home providing your work function is on the Authorised Worker list, providing you have had your first dose vaccination, and you have provided evidence of your vaccination status to the workplace.
 - By November 26 all workers will be required to be fully vaccinated and to have provided evidence in order to attend any workplace other than their own home.
 - The above requirements apply to paid and unpaid (volunteer) work.
 - **Permitted Worker Permits are no longer required (incl Metro Melbourne).**
- **Schools** – May open full time for all students from Monday November 1. Face masks must be worn indoors by year 2-6 students and by all students aged 12+, unless a lawful exemption applies.
- **Adult/Higher Education** – may resume for the fully vaccinated. Density limits N/A.
- **Childcare and Early Learning** – Open
- **Pubs/Restaurants/Cafes** – open to the fully vaccinated for indoor seated service with a density quotient of one person per 4 sqm, and for non-seated service up to 500 fully vaccinated people outdoors with a density quotient of one person per 2sqm.
- **Hairdressing & Beauty Services** – Open for fully vaccinated people
- **Community Facilities may open if all attendees are fully vaccinated**, there is no indoor cap other than the density quotient of one person per 4sqm. Outdoors up to 500 people with a density quotient of one person per 2sqm. **Essential support is permitted** for groups of up to 30 people (Vaccination status does not apply).
- **Hospital Visitors:**
 - Two visitors at one time (a group may exceed the “two visitors at a time” rule if dependents of a visitor are in the group and care for the dependents cannot be arranged).
 - Do not have to be from the same household.
 - No time limits.
 - No more than two visitors per day. (No daily visitor limit for end-of-life or life-threatening illness.)
 - All visitors are required to wear face masks.

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■ Care Facility Visits:

- Two visitors at one time (a group may exceed the “two visitors at a time” rule if dependents of a visitor are in the group and care for the dependents cannot be arranged).
- Do not have to be from the same household.
- No time limits.
- It is one of the permitted reasons.
- No more than two visitors per day except where providing end of life support.
- There is no daily limit on the number of visitors for end of life care visits. End of life means where a resident’s death is expected within 28 days or less.
- All visitors are required to wear face masks.

■ Indoor Seated Entertainment Venues –

Cinemas, Theatres, Indoor stadia, Halls etc may open to 75% of capacity up to 1,000 people, with a density quotient of one person per 4 sqm.

■ Outdoor & Non-Seated venues –

Outdoor stadia, zoos, tourist attractions etc may open with a density quotient of one person per 2 sqm up to 5,000 people. Events such as music festivals may host up to 5,000 people subject to restrictions applicable to the venue.

■ Shopping –

All retail open with a density quotient of one person per 4 sqm. Check-in required. Masks mandatory at all times, unless there is a legal exemption.

ROADMAP OUT OF LOCKDOWN

When will we next see restriction ease in Victoria and what are these likely to be?

The government’s next milestone target is when 90% of all Victorians aged 12 and over are fully vaccinated. The indicative date for this is approximately November 24, 2021.

At that point, we will likely see the following changes:

- Gathering limits, capacity and density limits will no longer apply
- No limits on the numbers of people who may gather at home or outdoors
- Masks will only be required in limited high-risk settings, or settings where there is low vaccination rates, or where it is difficult to socially distance.
- On-site work can return for anyone who is fully vaccinated
- Retail, hospitality and entertainment venues can operate at maximum capacity subject to vaccination requirements and COVIDSafe measures.
- Major events may proceed with no attendee caps or density limits for the fully vaccinated.

For further information on Victoria’s Roadmap to Recovery, visit <https://www.coronavirus.vic.gov.au/victorias-roadmap>

Should you have any further questions please email Synod’s [Crisis Management Team](#).

THESE COVID FAQs are prepared with great care, based on the best available advice at the time they are written. As Victoria emerges from lockdown, we endeavour to navigate sometimes conflicting advice. Wherever possible we base guidance from multiple authoritative sources. However with the rapidity of change, sometimes the fine detail is either absent or made available at a later date. Where detail is missing, we deliberately err on the side of caution. If you believe that any information contained herein is incorrect or out-of-date, please contact CrisisManagement@victas.uca.org.au for clarification.





MULTI-LINGUAL RESOURCES

Where can I find the current government guidelines in other languages?

Victorian Multi-cultural Commission Coronavirus (COVID-19): In-language advice and information at <https://www.multiculturalcommission.vic.gov.au/coronavirus-language-advice-and-information>.

Ethnolink have information available in 51 languages at: <http://www.ethnolink.com.au/covid-%2019-coronavirus-translated-resources/>

The Department of Home Affairs has extensive multi-lingual resources available at: <https://Covid19inlanguage.homeaffairs.gov.au/>

The Victorian Multicultural Commission have release multi-lingual resources including:

- Audio messages: <https://cloud.think-hq.com.au/s/m9SX3ntGGqr7Sai>
- Posters (JPG / PDF): <https://cloud.think-hq.com.au/s/m9SX3ntGGqr7Sai>
- Social Media banners: <https://cloud.think-hq.com.au/s/m9SX3ntGGqr7Sai>

GATHERINGS & CHURCH COUNCIL RESPONSIBILITIES

What face-to-face gatherings are permitted at church?

Restrictions easing while there are still COVID-19 cases within the community is something we have not faced previously in Victoria. With an increased likelihood that at some stage an attendee at a gathering will be COVID positive, there are a number of considerations for all Church Councils:

- Have you reviewed and updated your [COVIDSafe Plan?](#)
- Is all COVID signage up-to-date?
- Will your gatherings be for the fully vaccinated? How will your decision be managed and communicated?
- Have you downloaded the updated [COVID Cleaning Guide](#), and considered your cleaning practices or how to deep clean if a Covid-positive person attended?

WORSHIP SERVICES

Religious gatherings and ceremonies

- **if all attendees are fully vaccinated**, the number of people who may attend is based on a density quotient of one person per 4 sqm indoors. Up to 500 people may attend outdoors with a density quotient of one person per 2 sqm
- **If the vaccination status of all attendees is not known**, up to 30 people may attend, with a density quotient of one person per 4sqm.
- **COVID check-in marshals** must ensure all attendees check-in and, if it is a service for the fully vaccinated, that all attendees over 16 have proof they are fully vaccinated or medically exempt. (see p4)

As of 28/10/2021

Do face masks have to be worn at all times during worship?

Yes. Masks are currently mandatory in all settings, apart from at home, unless an individual has a valid reason for not wearing one. Ministers or other faith leaders may remove their masks whilst leading worship, as teaching/broadcasting/public speaking are valid exceptions.

Can we gather for morning tea afterwards?

Yes, providing all attendees are fully vaccinated and density quotients are observed. All food and drink should be served, rather than available buffet style.

As of 28/10/2021

Can we sing?

Singing is permitted, but facemasks must be worn at all times.

As of 09/08/2021

Weddings

- **if all attendees are fully vaccinated**, the number of people who may attend an indoor wedding is determined by the density quotient of one person per 4sqm. Up to 500 people may attend an outdoor wedding subject to 1 person per 2sqm density.
- **If the vaccination status of all attendees is not known**, a cap of 30 people per wedding plus the marrying couple and those necessary to conduct the wedding. Children aged under 12 months are not included in the cap. A density quotient of one person per 4sqm applies.

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- **COVID check-in marshals** must ensure all attendees check-in and, if it is a service for the fully vaccinated, that all attendees aged over 16 have proof that they are fully vaccinated or medically exempt (see below)

As of 28/10/2021

Funerals

- **if all attendees are fully vaccinated**, the number of people who may attend an indoor funeral is determined by the density quotient of one person per 4sqm. Up to 500 people may attend an outdoor funeral subject to 1 person per 2sqm density.
- **If the vaccination status of all attendees is not known**, up to 30 people may attend per facility (indoors or outdoors) plus those necessary to conduct the funeral. Children aged under 12 months are not included in the cap. A density quotient of one person per 4sqm applies.
- **COVID check-in marshals** must ensure all attendees check-in and, if it is a service for the fully vaccinated, that all attendees aged over 16 have proof that they are fully vaccinated or medically exempt (see below)

As of 28/10/2021

FULLY VACCINATED vs STATUS UNKNOWN GATHERINGS

What is meant by 'fully vaccinated'?

This refers to people who are eligible for COVID vaccinations who have received both doses.

Are there any exceptions?

In very few circumstances, some people are medically exempt from the requirement to be vaccinated against COVID-19. They can obtain a doctor's certificate to this effect. The only other exception is for people aged under 16.

Who decides if an event is only for those who are vaccinated?

The Church Council should decide in advance if worship services and ceremonies are to be open only to those who are fully vaccinated – thereby allowing more people to attend, or whether they are to be open to everyone, accepting the smaller attendance requirements. Church Councils should also consider

that when Victoria reaches the 80% full vaccination target (approx. Oct 31) there will be further significant changes as outlined in the Roadmap to Recovery. You may also wish to consider holding both types of gatherings at different times.

What is the simplest way to record this information?

It is recommended that this be done by the Covid Check-in marshal as part of the check-in procedure, by asking to see proof of vaccination (or proof of medical exemption) as a visitor checks-in.

What kind of proof is required?

Having proof of vaccination is going to be a 'way of life' for the immediate future. The most common forms are Digital Vaccination Records (through MyGov or Medicare), Personal Immunisation records, or proof of vaccination cards issued at the time of vaccination, or linked to the Services Victoria (QR Code) Check-in. If someone is medically exempt, a doctor's certificate of exemption is required.

How will we know if someone is medically exempt from vaccination?

On 29 October 2021, COVID-19 vaccination exemption rules tightened.

Victorians can no longer rely on an exemption letter from their doctor and will instead need to have their treating practitioner complete an Australian Immunisation Register Medical Exemption Form (**AIR form**) and upload it to the Australian Immunisation Register. A digital certificate will then be available for the person to download, or to request a printout of the certificate from their doctor. Victorians who already hold a medical exemption that is not in the AIR form format will need to obtain from their doctor a completed AIR form and download their digital certificate once processed.

Therefore the only acceptable proof of exemption is now an AIR form, shown either digitally or printed.

What if someone is unable to provide proof?

If they are aged over 16 and not able to present any of these (or a certificate of medical exemption), a decision must be made as to whether they can be admitted at this time under the relevant capacity limits for a non-vaccinated event.

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Do we need to keep vaccination records?

The Services Victoria (QR Code) will probably link to a person's vaccination status shortly so this will not be necessary for digital check-ins. For paper-based recording of attendance, it is recommended that the kind of proof shown be recorded on the attendance check-in record, which must be kept for 28 days.

Do we need to update records every week?

Once you have recorded that an attendee is fully vaccinated, you should not need to see proof of vaccination from that person each subsequent week. Consider providing the Covid check-in marshal with a list of regular attendees who have provided proof of vaccination.

As of 22/10/2021

See below for Vaccination reporting requirements for staff and volunteer workers.

By November 26 2021, to be able to work anywhere other than their own homes, all workers (paid and volunteer) must be fully vaccinated and must provide proof to their workplace that they have received both COVID vaccination doses.

WHO NEEDS TO PROVIDE PROOF OF VACCINATION?

This applies to all paid staff and to any unpaid (volunteer) staff working from any location other than their own residence. This is a requirement throughout the entire state of Victoria and applies to everyone who is on the government's Authorised Worker lists. Those lists can be [found here](#).

WHO NEEDS TO SEE AND RECORD THE PROOF OF VACCINATION STATUS?

Should proof be required by Health authorities, it is important that this information be available at the place where the work is done, or from where it is coordinated. Therefore, this information needs to be provided to, and recorded by, **the Church Council** for any authorised work activity on any church property or on behalf of the church. Church councils do not

need this information for staff of paid contractors (eg plumbers or garden maintenance companies) as their employer must receive and record this proof.

WHO WOULD THIS APPLY TO AT OUR CHURCH?

Roles which would need to provide proof of vaccination status would likely include the worship leader, cleaner, organist/musician, Covid check-in marshals, those participating in recording/ broadcasting live-streamed services, children's leader, food bank workers and anyone involved with building maintenance or gardening.

DOES THIS REQUIREMENT APPLY TO MINISTERS?

While there appear to be some exemptions under certain circumstances from the requirement to gather this information from Ministers and other faith leaders, it is strongly recommended that Vaccination Status information be requested from Ministers to ensure compliance in **all** situations.

WHAT IF THE PROOF IS NOT PROVIDED?

An employer of a worker must not permit a worker who is unvaccinated to work for that employer outside the worker's ordinary place of residence, unless that person is medically exempted from vaccination requirements. If an employer does not hold vaccination information about a worker, the employer must treat the worker as if the worker is unvaccinated.

WHAT INFORMATION IS REQUIRED?

The Vaccination register must record the name of all staff and volunteers working onsite.

Beside each, it must show

- ▶ For fully vaccinated (2 doses)– the date of the 2nd dose, the vaccination document number and the type of vaccine received
- ▶ For partially vaccinated (1 dose)- the date of the 1st dose, the date due for 2nd dose and the type of vaccine received
- ▶ For excepted (medically exempt) – as of Oct 29 a treating practitioner must complete the Australian Immunisation Medical Exemption Form (AIR form) uploaded to the Australian Immunisation Register.

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A digital certificate can then be downloaded by the person, or by their practitioner. An AIR form, either digital or print, is now the only acceptable proof of a medical exemption to vaccination.

HOW SHOULD THE INFORMATION BE RECORDED?

The Synod of Victoria and Tasmania has produced a simple form to assist all Church Councils to meet the above obligation. [This form can be found here](#)

WHO WILL HAVE ACCESS TO THIS INFORMATION?

Synod's Crisis Management Team is recommending that no more than two people at any location have access to that location's staff vaccination records. It may be required at some point that authorised staff from either the Synod or Presbytery be able to verify compliance. At any time, this information may be requested by an Authorised Health Official.

I'M PLANNING ON ATTENDING CHURCH. WHAT DO I NEED TO CONSIDER?

Check if you need to book in advance to make sure that the congregation does not exceed the permitted numbers.

If it is a gathering under the numbers permitted only for the vaccinated:

- If you are fully vaccinated against COVID-19, you need to take your proof of vaccination with you.
- If you are medically exempted from vaccination, you need to take your medical certificate with you.
- Children under 16 can attend.

If you are not fully vaccinated against COVID-19, you should contact your church in advance and ask if they are holding gatherings for those whose vaccine status is unknown. If you are not fully vaccinated and are not medically exempt, please consider how your attendance could impact everyone else there. Please be aware that under the Government's Health Directions it is a requirement that services adhere to the numbers and attendance conditions of the Chief Health Officer's Directions.

Is it permitted to provide transport ("give a lift") to people?

Where possible, treat passengers in your car who are not members of your household as if they were travelling in a taxi:

- Your passenger should sit in the back seat to maintain physical distancing
- Everyone in the car should wear a fitted face mask unless they have a lawful exemption
- Increase ventilation by opening windows wherever possible. Avoid having air-conditioning set to recirculate air.
- High touch surfaces in the vehicle should be cleaned and sanitised regularly (eg door handles, seat belts etc)

Physical distancing signs

All church buildings must display signage showing the maximum number of people who can be accommodated in any space. Once you have calculated the maximum numbers for each space, you may take advantage of the templates created to make your signage.

These are available at: <https://victas.uca.org.au/all-you-need-to-know-answers-to-your-frequently-asked-questions/>

As of 09/08/2021

ATTENDANCE RECORD KEEPING

All venues in Victoria must now record visitor information through the Services Victoria app (QR code). This includes churches, restaurants and even supermarkets and shops. There is a \$1,652 on-the-spot fine for non-compliance.

QR codes are unique for each venue, but will look something like this:



Please note that QR codes have recently been updated. If you have received your new QR code from Services Victoria earlier in October, you must update your QR check-in signage.

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How do we get a QR code and how do they work?

1. Register for a FREE QR code service from the government at <https://www.coronavirus.vic.gov.au/register-to-use-vic-gov-qr-code-service>
2. Once you have your QR Code, you will need to display this prominently, eg at all entry doors. You will find a POSTER link in the email confirming your QR code registration. This unique poster is generated automatically with your QR code.
3. Everyone entering the building can then scan this QR Code using the camera on their smartphone or tablet device. This automatically opens the registration app, which knows that they are registering at your building.
4. They will then be asked to enter their name, phone number and residential postcode, and have the option of providing details of other individuals in their party.
5. A 'greeter' will be required on every door by which the public can enter. Their role is to ensure that everyone entering the building registers via the QR code.

For attendees who do not have a smart phone or tablet device, the greeter will need to register them on the greeter's smartphone or tablet.

The substantial benefit of the use of the Services Victoria app is to assist timely contact-tracing in the event of community transmission of Covid-19.

What if we have a substantial number of visitors who are unable to use the QR code system?

"Kiosk check-in" can be set up on any device (ie Computer, smart-phone, tablet) which will allow a designated person to enter the names and contact phone numbers on behalf of all visitors. For further details or to download check-in kiosk: www.coronavirus.vic.gov.au/checking-qr-codes

If absolutely necessary, names and contact phone numbers may be recorded manually at the time of entry, but must then be recorded into the Services Victoria app on behalf of those people. This should be done within 24 hours.

However, all venues are required to display the QR code and encourage all visitors to use this. The use of manual recording of visitors should not be seen as an option to replace the QR code self-checkin.

As of 10/06/2021

Face to Face Gatherings away from church

Public outdoor gatherings – up to 30 people may gather outdoors, excluding places such as private residences (front/back yards). For outdoor weddings and funerals, refer to Gatherings.

In-home gatherings – up to 10 people, including Dependants may visit at home per day.

As of 28/10/2021

CHURCH/COMMUNITY HALLS

Under what circumstances can Community/Church Halls be used?

Community facilities may open. If all attendees are fully vaccinated, there is no indoor cap other than the density quotient of one person per 4sqm. Outdoors up to 500 people with a density quotient of one person per 2sqm. Before using any church owned buildings, or allowing any other group to use church-owned buildings, please complete the Recovery Action Plan Checklist at: <https://www.coronavirus.vic.gov.au/register-to-use-vic-gov-qr-code-service>

All physical distancing, hygiene and QR code requirements must be met, with appropriate signage displayed. *As of 28/10/2021*

WORSHIP SERVICES – Church or Community Halls can be used for Indoor religious gatherings with specific cleaning requirements and COVIDSafe plans, and subject to the same limits as outlined in Gatherings.

SUPPORT GROUPS – Essential support groups such as drug and alcohol support groups of up to 30 people can continue to operate. Vaccination status does not apply.

As of 28/10/2021

Record keeping is not required in relation to essential support groups and health services if confidentiality is typically required. Support groups where confidentiality is not typically required should still collect records of those who attend.

Face masks must be worn and all attendees should keep 1.5 metres distance from other people (except with people from your own home).





BUSINESSES – If an organisation or individual rents space, the government guidelines for the conduct of that particular category of business would apply. These can be found at <https://www.dhhs.vic.gov.au/victorias-restriction-levels-covid-19>

If in doubt, seek advice from your presbytery or contact uca.legal@victas.uca.org.au

RENTED & HIRED FACILITIES – Who is responsible for ensuring properties are COVID compliant?

- If you rent hire or licence out property to more than one organisation or group on a casual or non-exclusive basis (eg support groups, community groups, classes) using our standard Hire Agreement (Victoria) whether one-off or recurring, the Responsibility for maintaining all COVID-19 compliance, including cleaning to standard before and after every use, remains with the congregation as the responsible body. However, you may pass on the reasonable additional cost of cleaning or other necessary Covid-19 safety measures to the Hirer if you notify them in advance of the additional cost.
- If you rent out property to one organisation or group on an exclusive use basis (under a Lease or Licence), the responsibility for maintaining all COVID-19 compliance falls to the tenant.
- If in doubt, seek advice from your presbytery or contact uca.legal@victas.uca.org.au

As of 24/06/2021

COVID-SAFE PLANS

Do we need to complete a CovidSafe plan and/or UCA Covid Recovery Action Checklist?

If you have completed the [Covid Recovery Action Plan Checklist](#) and are keeping this up-to-date, this can be your Covid-Safe Plan.

What activities can/cannot be staged in/on our property?

During the current period of changes to Covid restrictions it is best to refer to either of the government websites (see p5) for current information. If in doubt, seek advice from your presbytery or CrisisManagement@victas.uca.org.au.

As of 10/06/2021

HOLY COMMUNION

What changes to worship services are permissible?

Assembly Standing Committee has approved temporary pastoral measure guidelines for congregations and faith communities to enable the celebration of Holy Communion as part of online worship. These guidelines have been extended to 30 November 2021 and can be found at: <https://www.assembly.uca.org.au/news/item/3163-temporary-arrangements-for-holycommunion>

For some thoughts on how to conduct Holy Communion in a COVID-safe manner read Rev Dr Sally Douglas' November 19 article at <https://victas.uca.org.au/how-can-we-keep-holy-communion-covid-19-safe/>

As of 26/11/2020

SAFE (DIGITAL) MINISTRY

What safety measures should be adopted for ministry within the digital space?

The Culture of Safety Unit has prepared some guidelines for leaders and communities, offering commentary and interpretation of how our existing Child Safety resources and policies, and the Uniting Church Code of Ethics, continue to shape our digital ministry practices. To view the guidelines visit: <https://victas.uca.org.au/safe-digital-ministry/>

As of 07/04/2020

MINISTERS IN HIGH RISK GROUPS

Ministers in high-risk groups should discuss with their medical practitioners, presbytery and Church Councils the appropriateness of their involvement in services where the vaccination status of attendees is not known.

High risk groups include people who are:

- aged over 70,
- over 65 with chronic health conditions,
- immune-compromised, or
- Indigenous people over 50 with chronic health conditions

As of 28/10/2021





WORSHIP RESOURCES

Where can I access worship resources to help me keep connected?

Our worship resources page, which caters for all people across our Synod, is updated each week. Available at: <https://victas.uca.org.au/resources/covid-19-worship-resources/>

As of 06/04/2020

ZOOM VIRTUAL MEETING LICENCES

What does it cost for a Zoom meeting licence?

If you plan on using Zoom frequently and/ or require full functionality, Synod Ministries and Operations along with other Synods have negotiated with Zoom to purchase a bulk deal. As such we are able to provide Zoom licences for a cost of just \$7.93 per month. If your presbytery or congregation is interested, please contact: George.Delice@victas.uca.org.au

You will need to provide: Number of licences required and the details of the contact person (including their email address)

As of 08/07/2020

OP SHOPS

How do we keep our Op Shop Covid-safe?

Op Shops run by Uniting VicTas must follow guidance issued by Uniting.

All UCA Op Shops should be regarded as any other non-essential retail store, all of which remain subject to restrictions including:

- **Since October 15 all staff, including volunteers, must have received at least one dose of COVID vaccine, unless medically exempt, and must have provided proof of their vaccination status**
- All customers and all staff must wear facemasks unless legally exempt
- All customers and all staff must wear facemasks unless legally exempt
- All retail stores must now use the Services Victoria app (QR code) to record all staff and customer details, even if in the shop for less than 15 minutes.

- UCA Op Shops, as church workplaces, are required to complete sections A and B of the Recovery Action Plan Checklist to ensure that they are Covid-compliant and a copy sent to elnura.dulakovic@victas.uca.org.au
- Gloves should be worn when handling cash and any donated goods.
- Donated goods should be received contactless where possible. Donations should be stored in a location where workers won't have contact with them for a period of up to 72 hours. All items should be cleaned in line with COVID cleaning practices as soon as practical. Hands should be washed regularly whilst, and immediately after, handling any donated items. It is also recommended that WARNING signs should be displayed to ensure all staff and volunteers adhere to these precautions.
- In line with social distancing requirements, the number of persons in an Op Shop at any one time should be limited, using a rule of one person per 4sqm, including staff and volunteers, and people should remain a distance of 1.5m apart wherever possible. It may be helpful to mark this distance on the floor near service counters as a reminder to visitors.

As of 28/07/2021

VOLUNTEERS:

Since October 15 volunteers must have received at least one dose of COVID vaccine before they can attend any workplace outside their own home, unless they are medically exempt from vaccination. As of November 26, the requirement will be to be fully vaccinated (two doses) unless medically exempt. They must also provide evidence of their current vaccination status to the 'employer' before attending the workplace.

Even with a face mask, you should keep at least 1.5 metres between yourself and others at all times and practice good hygiene. If you are in a high-risk group, you can volunteer, however, consider minimising the number of different people you interact with. High-risk groups include people aged 70 years and over, people aged 65 years and over with chronic medical conditions, people with compromised immune systems and Aboriginal and Torres Strait Islander people over the age of 50.

As of 08/07/2021





MARKETS

Can we hold garage sales and/or markets?

Markets may operate, within same guidelines as retail stores:

- The market operator is responsible for ensuring the density quotient is applied to indoor spaces.
- Customers should keep 1.5 metres in between them and other people who are not part of their household.
- Facemasks must be worn in indoor markets at all times.
- Use of the Services Victoria app (QR code) to record details of all visitors.
- We recommend that you have a process for orderly flow of people (eg everyone goes in one direction; entrance and exit points; and a total number limit) to ensure the social distancing requirements can still be safely met.

As of 24/06/2021

FIRST AID PRECAUTIONS

In the event of someone needing first aid treatment, are there any additional precautions required?

Anyone administering first aid should use general droplet and contact precautions, namely a face mask for the person they are treating which they should encourage the person to apply themselves, a face mask and gloves for the first aider, and goggles for the first aider (if available).

In the event that a first aider has a reason to suspect a person is infected with COVID-19, they should try to limit their contact with that person as much as they can, meaning they should avoid physical contact (e.g. checking pulses and performing physical assessments) unless absolutely necessary, such as performing CPR or putting people in a recovery position if they are unconscious and/or struggling to breathe.

As of 11/06/2020

SYNOD MINISTRIES AND OPERATIONS STAFF

Most staff continue to work from home but will shortly be returning to office work, either at Wesley Place in Lonsdale Street, or CTM in Parkville. All staff can be contacted via email or mobile phone as usual. Please note that any 9251 telephone numbers are no longer valid, as these related to the old Synod offices in Little Collins Street. If you need to contact someone from Synod Ministries and Operations whose phone number starts with 9251, please call Wesley Place UCA Reception on (03) 9116-1400.

WELLBEING

During this time it is important that we all take care of ourselves and of each other. Sometimes we may need help to do this. Below are just some of the places you can turn to if you, or someone you know, may need some assistance coping with COVID restrictions:

Lifeline	ph 13 11 14
Beyond Blue	ph 1300 22 4636
Kids Helpline	ph 1800 55 1800
1800RESPECT (Domestic & Sexual Violence)	ph 1800 737 732
SafeSteps (support & planning to escape domestic violence)	ph 1800 015 188
LGBTQIA (peer driven support)	ph 1800 184 527

FINANCIAL HARDSHIP

Centrelink online financial resources for existing customers: <https://www.servicesaustralia.gov.au/individuals/help-emergency>

Centrelink Crisis Payments ph **132 850**

Uniting Vic Tas

<https://www.unitingvictas.org.au/contact-us/>

