

# COVID-SAFE PLAN

Last reviewed 30/11/2020



ABN 162 939 785 70  
Largs Bay, Adelaide SA 5016

**ASD Support & Education** prides itself on ensuring safe practice throughout the COVID-19 pandemic. To ensure the upmost quality in providing care and safety, **ASD Support & Education** has made some necessary changes;

## COVID MARSHAL:

**ASD Support & Education** will have a trained and certified COVID MARSHAL present within all sessions commencing from 1/12/2020 to practice and ensure correct hygiene and cleanliness.

## WASHING HANDS:

**ASD Support & Education** will ensure both the provider and client has washed their hands before and after the session.

## SAFE TOUCHING:

**ASD Support & Education** will ensure the safe practice of only using air high fives, elbow taps and foot taps when giving positive reinforcement, saying hello or in celebration. Any physical contact will be heavily discouraged.

## SANITISING AND CLEANINESS OF ALL EQUIPMENT:

**ASD Support & Education's** Program will run five minutes shorter to allow the provider and the client to sanitise all equipment, whether it was used or not.

## EDUCATION ABOUT COVID-19

**ASD Support & Education** will educate each client with age appropriate social stories on:

- The use of face masks
- Social distancing
- Safe touching
- Washing hands
- Sanitising equipment

## ILLNESS/ COVID TESTING

In an event that a client, close contact or provider has/is undertaking a COVID-19 test that **ASD Support & Education** has been in recent contact with, **ASD Support & Education** will cease work immediately and quarantine/isolate until the results have come back negative. In an event where a client, close contact or provider is unwell with COVID like symptoms, **ASD Support & Education** will automatically cancel all future sessions until presented with a negative COVID-19 test.

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**ASD Support & Education** will under no circumstances commence work with a child who is displaying COVID like symptoms or will commence work with a child within the same living environment (family member/friend) who is displaying COVID like symptoms. Failure to notify staff of any illness before session commencement can conclude to fines and penalties.

## QR CODE CHECK IN/CONTACT TRACING ATTENDANCE RECORD

**ASD Support & Education** will log attendance of the locations that your child visits when in the duty of care of **ASD Support & Education**. **ASD Support & Education** will log your child's attendance for each session to keep attendance and tracing records.

## POSTIVE COVID TEST/ HAD ANY CONTACT WITH A POSITVE CASE DISCLOSURE

In an event where any client, provider, close contact (of either) that's affiliated with **ASD Support & Education**, **TESTS POSITIVE** for COVID-19 you will be notified immediately, and sessions will be cancelled.

In an event where **ASD Support & Education** has been in close contact with a location or person with a known positive COVID-19 case, you will be notified immediately, and sessions will be cancelled.

**ASD Support & Education** is bound by confidentiality and **WILL NOT** disclose the clients/providers/close contacts name or personal details. However, will provide you with **ASD Support & Education tracing records** of locations where the confirmed case had been **IF** your family is documented by **ASD Support & Education** to have been in close contact with the confirmed case or locations.

In an event where your family or a close contact of your family, has/had a positive test result of COVID-19 or has been in close contact to a location or person with a known positive COVID-19 case **YOU MUST IMMEDIATELY** notify **ASD Support & Education**. Failure to notify **ASD Support & Education** can conclude in fines, lawsuits and penalties.

Legal Guardian's Name: \_\_\_\_\_

Legal guardian's signature: \_\_\_\_\_

Date: \_\_\_\_\_