

North Belconnen Uniting Church

COVID-19 Safety Plan

Coverage

This plan applies to:

- 1) All activities of the congregation (North Belconnen Uniting Church, ABN 98 910 966 489), including
- 2) the Sunroom for Seniors (North Belconnen Day Centre, ABN 82 042 310 246).

This plan does not apply to external users (e.g. Melba Shed Inc, Karinya House for Mothers and Babies, etc). Such organisations are responsible and accountable for their own safety plans.

Purposes

- To implement a COVID-19 safety plan which has at its centre the wellbeing of staff and congregants, as well as any visitors to the church campus (comprising the Worship Centre and Community Centre situated at 30 Conley Drive, Melba);
- To assist the external users to meet their own obligations;
- To meet all ACT Government requirements to identify and implement steps to manage risks to health and safety posed by COVID-19; and
- To consider all NSW/ACT Synod recommendations where relevant to ACT requirements.

This plan will be a “living document” which will change having regard to Government requirements, Synod recommendations and feedback from group leaders and individual congregants. Church Council recognises that the North Belconnen Day Centre (NBDC) will need to take account of ACT Government requirements and Synod recommendations as well as any directions from the Commonwealth Home Support Program (CHSP).

Safety Plan Responsibilities

The North Belconnen Uniting Church (NBUC) Church Council bears the responsibility for preparing and implementing the congregation’s COVID-19 Safety Plan and is accountable for its oversight.

This Safety Plan document has been prepared by members of the Church Council and the Safe Church Team and has been approved by the Church Council (See “Document Control and Approval” p.14).

While this responsibility resides with the Church Council, there is a collegiate responsibility in that:

- Church Council members have a shared responsibility to implement the plan and for ensuring that it is communicated effectively to all participants.
- All group leaders who are not members of Church Council need to be aware of the plan and their responsibilities to the members of the group they are leading; and
- Individual participants have a responsibility to follow practices on social distancing and hygiene, to cooperate with attendance recording, to stay away when unwell and to facilitate contact tracing if that were ever required.

Delegations

Church Council has tasked the Safe Church Team with the responsibility for:

- (1) monitoring any updated advice from the ACT Government and its Agencies and/or the NSW/ACT Synod of the Uniting Church in Australia (“Synod”), and
- (2) recommending and implementing changes to this safety plan in accordance with evolving ACT Government guidelines, for consideration and approval by Church Council.
- (3) Distributing updated copies of this Safety Plan to all church and external user groups.

The NBDC Board is tasked with implementing the plan as it applies to the Sunroom for Seniors (AKA the Day Centre), including dealing with CHSP issues. Church Council authorises the NBDC Board to adopt any codicil to the plan that the Board may deem required for NBDC-specific issues. Church Council envisages that the Safe Church Team will be available to assist the NBDC Board.

Contact persons

Church Council has appointed:

- Geoff Grimmett to be the first point of contact in relation to all church gathering;
- Geoff Grimmett and/or Phil Sloane to be the first point of contact for external users; and
- Anna Sliwinski to collect and store all attendance records.

COVID-19 regulations compliance measures

The following sections outline the primary steps that will be taken to ensure that all safety guidelines are met as required.

A detailed "COVID-19 Compliance Planning Checklist" with associated tasks, action groups and implementation dates, is attached to this document. See Attachment A.

Employees

Church Council commits to working with the Minister and lay employees to ensure that it takes all practicable steps to keep them safe, with the following issues specifically noted:

- Where it is possible for employees to work from home, that should be facilitated;
- For tasks that can only be performed at the campus (cleaning, worship centre set-up, grounds maintenance), staff will have full flexibility to choose when they work so as to minimise contact.
- The Church Council will provide all required sanitisation materials; and
- If staff become ill and/or are required to self-isolate, they will be entitled to paid leave.

Excluding those who are unwell from the premises

Staff and congregants who are unwell or have been in recent contact with someone with the virus, will be advised that they must not attend the church premises.

Staff and congregants will be provided with information on how to recognise COVID-19 symptoms e.g. fever, cough, sore throat and shortness of breath (see Attachment E).

Workplace cleaning

All groups using the premises (including external users) have a responsibility to sanitise the surfaces they have used before and after their activities. Participants are to wear disposable gloves while cleaning. Church council will review requirements for routine cleaning of its premises. This will include selection of suitable cleaning agents and disinfectant solutions and ensuring staff preparing and using these are doing so at the appropriate strength, in accordance with the manufacturers' instructions and with appropriate personal protective equipment.

Church Council has determined so far as is reasonably practicable, NBUC will ensure the provision of adequate facilities, including properly stocked toilets and hand washing facilities. To manage the risks of COVID-19 at its premises, NBUC will provide adequate supplies of hand sanitiser, soap, disinfectant wipes and any additional cleaning products. NBUC is also responsible for ensuring requirements for physical distancing, cleaning and personal hygiene are clearly displayed around its premises for the information of hirers.

Personal distancing and use of church equipment

All participants to be instructed to comply with physical distancing guidelines:

- Maintaining spaces of 1.5 metres between people who are not members of the same household, where possible, and:
- Limiting the number of people in indoors spaces in accordance with the current ACT Government requirements, and room limits based on 4 square metres per person.

Safe capacity for each indoor space is set out in Attachment B.

Seating, tables and other furniture will be arranged in a manner consistent with the physical distancing guidelines.

All participants will be instructed to comply with physical contact avoidance guidelines:

- No hand shaking, embracing, or kissing.
- In worship services, participants will be discouraged from touching or sharing objects such as hymn books, collection bags or pens. The data projector should be used in preference to books.

Singing

In worship services, singing and chanting should be avoided where a minimum physical distance of at least 1.5 metres between people cannot be maintained. Wind instruments such as flute, oboe or clarinet should not be used.

Community singing is currently permitted under Act Government COVID-19 guidelines. The Government web site states however that... *'Group singing is considered a high-risk activity as the increased projection of voices increases the chances of spreading COVID-19' (June 2020)*. Therefore performers (choir members etc) must be appropriately distanced from each other by a minimum distance of 1.5 metres, and at least 3 metres from audience members to minimise risks. Solo singers should also maintain at least 3 metres physical distance from the audience.

Given the risks involved in group singing, Church Council will monitor evolving COVID-19 conditions and determine if communal singing will be included, or should cease, in our worship services.

Hygiene

All participants are to maintain good hygiene practices:

- Every person entering NBUC buildings must either wash their hands for at least 20 seconds with soap and water before drying their hands or use an alcohol-based hand sanitiser on entering and exiting the premises.
- All bathrooms will be kept stocked with adequate supplies of hand soap and paper towel.
- Cups and plates must not be shared. All cutlery and crockery should be cleaned using the Worship Centre commercial dishwasher set to Program 3

Sharing of the elements in communion services

For Communion services in our Worship Centre in future it will be required that the distribution of the elements be modified to avoid physical contact, and that:

- The officiating Minister/Lay Preacher and communion servers will wear approved 'food handling standard' hygienic gloves.
- No common cups will be used or shared. Distribution of wine/drink will be by recipients being handed individual cups.
- No tearing of bread from a common loaf of bread to take place, and pre-sliced bread squares will be used instead. Distribution will be by servers handing individual squares to recipients.

- Further work will be carried out in future, as required, on communion service safe practices.

On-line alternatives to face-to-face activities

- On-line alternatives may be offered where practical to the congregation in general, but more particularly to at-risk persons, especially those aged 65 and over with chronic health conditions, anyone aged 70 and over and those with compromised immune systems.

Signage

- Conditions of entry will be displayed on the entrances of each building.
- Each indoor space will carry signage clearly stating its safe capacity limit consistent with the physical distancing guidelines.
- Reminders re hand hygiene are to be displayed in bathroom and kitchen areas.

Record keeping

For every gathering on the church premises, the activity leaders must take a record of the first names (surnames are voluntary only by law), mobile numbers and email addresses of all staff, congregants, volunteers, visitors and contractors. Such records must only be used for the purposes of tracing COVID-19 infections, and must be stored confidentially and securely for a period of at least 28 days. See Attachment C for a sample attendance record.

COVIDSafe app

All participants should be encouraged to install the COVIDSafe app on their mobile phones. This app is intended to assist health authorities find the virus through effective contact tracing. The Government has mandated that the download and use of this COVIDSafe app is a completely voluntary choice for each person. Note: Phones without Bluetooth or with older operating systems will, as a general rule, not load or work with the app.

Activity restart strategy

Congregational activities are defined as those approved and/or sanctioned by the Church Council. Activities therefore span worship services, committee meetings, fellowship groups, social gatherings and “special” activities such as the Yoga group and the Pipers.

Church Council proposes the following strategy for each activity (noting that each one is subject to discussion between the Safe Church Team and the leaders/convenors):

Activity {Contact person}	Strategy
Morning worship service {Graham Freeman}	Continue with Zoom services for now (review if policy settings change, in consultation with the congregation).
Evening worship service {Hodgkinsons, Pidgeons, McNeils and Cherie Roe}	Consult with the leaders (Hodgkinson/Pidgeon/McNeil/Roe). The group will be given the opportunity to continue meeting via Zoom or meeting in person, according to their preference.
Church Council {Keith Thomas}	Continue with Zoom meetings for now (review if policy settings change).
P&F Committee {Phil Sloane}	Continue with Zoom meetings for now (review if policy settings change).

Wednesday morning bible study group {Linnea Leece}	Consult with the leader (Linnea Leece). The group will be given the opportunity to continue meeting via Zoom or meeting in person, according to their preference.
Yoga {Greg Ewers}	Can recommence subject to the current Government people-per-room limit and compliance with physical distancing and hygiene guidelines.
Pipers {Gary Watson}	Can recommence subject to the current Government people-per-room limit and compliance with physical distancing and hygiene guidelines. As bagpipes are wind instruments, the physical distancing guideline is 3 metres, not 1.5 metres.
Sunroom for Seniors {Keith Thomas}	The decision to be delegated to the NBDC Board (Church Council to be kept fully informed). The NBDC Board to pay particular attention to any guidance issued to service providers by CHSP administrators within the Commonwealth Department of Health.
Weddings/funerals {Supply Minister}	To be addressed as and when required where a request arises. Both forms of service will be approved firstly by Church Council, and then conducted in accordance with the latest ACT Government Regulations and guidelines, and any other advice from Synod.

Relationships with external users

The Church Council relationship with external users of the properties sits within a context where each “business” (which is defined to include Churches and not-for-profit community organisations such as the Melba Shed) has its own obligations under ACT Government rules and guidelines. Those defined as “businesses” under ACT law have the obligation to have a COVID-19 safety plan (to foster the wellbeing of their own participants), to make and safe-keep their own attendance records, etc. Even unincorporated community bodies may find it useful to have a plan too.

Church Council acknowledges that for COVID safety to be achieved, it must be accepted that there is a mutual responsibility between the various church groups and the various external users, especially around the sanitisation of shared spaces.

To this end, the Church Council commits to the following:

- To make this plan available to all external users in soft copy format, noting that those external users who are preparing their own plans are free to adapt any parts of this document for their own purposes. Church Council does not claim all the wisdom and cannot warrant that there are not errors or omissions in the supplied plan.
- To provide external users with links to all on-line resources (including ACT Government, NSW Government and Synod sites) that we have used in preparing this plan. Website links are at Attachment D.
- To share updated materials (including updated versions of this plan) when they become available.
- To maintain adequate bulk stocks of disinfectants, detergents, hand sanitisers and hand towels in each building.
- To review the timetable for external users so that there can only be one external user in each building at any point in time. Concurrent use by two or more external users is deemed not to be viable.

External user responsibilities

Church Council expects each external user to:

- Make themselves aware of the latest public health, work and safety regulations for persons conducting a business or community undertaking (where applicable).
- Where requested, provide a copy of their safety plan to the NBUC Church Council. Note: This applies only to those users (business or incorporated community not-for-profit groups) who are mandatorily required to prepare plans in accordance with Government regulations.
- Meet its obligations to keep appropriate attendance records. The church recognises however that the responsibility for safekeeping those records rests with each external organisation.
- Comply with the privacy laws. External organisations ought not leave attendance records in common areas or lodge attendance records with the church office. The only request from the church in these matters is that each external user provides Geoff Grimmett and Anna Sliwinski with the contact details of the person keeping those records so that, if contact tracing becomes necessary and the church is approached, it is able to efficiently refer on to an external user if that is indicated.
- Provide their own supply of personal protective equipment (PPE) if required e.g. gloves and/or masks.
- Sanitise any surfaces used in their activities in accordance with safe hygiene practices, both prior to and at the end of each meeting. Toilet facilities should be kept tidy and clean for subsequent users. Any contamination of surfaces from bodily fluids must be cleaned immediately. Under no circumstance can dirty nappies be left on the premises. The rubbish bins provided in toilet facilities are for the disposal of paper towel and tissues only. Sanitary bins must only be used to dispose of female hygiene products.
- Make sure their members are aware of their responsibility not to attend activities or enter the church premises if they have respiratory symptoms.
- Take responsibility for reporting known infection i.e. If a hirer subsequently learns that one of their activities' participants was infectious while on NBUC premises, they must contact the nominated NBUC contact person immediately and also take steps to notify close contacts in accordance with advice from ACT Public Health.

Church Council asks each external user to commit to the above requests and expresses its desire to assist them with any further questions or assistance they may require.

Attachment A: COVID-19 Compliance Planning Checklist

EMPLOYEES		
Action/s or tasks required	For Action / supplies needed	Date required (if known)
<ul style="list-style-type: none"> Facilitate employees to work from home where possible Ensure that for tasks that can only be performed campus (cleaning, worship centre set-up, grounds maintenance), staff have full flexibility to choose when they work so as to minimise contact. Provide all required sanitisation materials for the hygiene protection of staff and volunteers. Ensure staff are entitled to paid leave if they become ill and/ or are required to self-isolate. 	Property and Finance / Church Council	As and when required

GATHERING AND SOCIAL DISTANCING		
Action/s or tasks required	Responsibility	Date required (if known)
Calculate the area in square metres of each of the rooms or areas (foyer etc) on the church premises. Divide by four (4) to determine the maximum number of people permitted to gather in the space.	Safe Church Team, at request of Church Council	June 2020
Position signs and posters prominently to indicate maximum number of people allowed in each room.	Safe Church Team, at request of Church Council	June 2020
Arrange seating to accommodate maximum numbers allowable, including maintenance of 1.5m distancing between people who are not members of the same household, where possible, before and after the service. Move seats excess to requirements to the chair store.	Property and Finance / Employed church seating set-up person and Early morning stewards	Prior to re-convening (when known)
Instruct all people to avoid hand shaking, embracing, or kissing.	Commonly-shared responsibility	Ongoing after re-convening
Ensure any newcomers are advised of our required seating and social distancing limitations on entry, as and if required.	Early morning stewards and Stewards	Ongoing after re-convening
Communicate with members about what they can expect when services in the church are able to recommence.	Church Council	Prior to re-convening
Prepare the liturgy to be used in the first worship gathering, taking into consideration the current limits on singing, physical contact and hygiene requirements.	Minister / Lay preachers and Worship Team	Prior to re-convening
Maintain the minimum physical distances for singing & music: <ul style="list-style-type: none"> 1.5 metres between individual singers and choir members 3.0 metres between solo singers, choir groups and the audience Wind instruments not to be used 	Worship Team	Ongoing after re-convening
Ensure approved activities (e.g. children's games or programs) are non-contact as much as is practical	Program Leaders and Safe Church Team	Ongoing after re-convening
Keep church entrance/exit side doors open to facilitate social distancing and reduce foyer congestion on exiting the premises, whenever feasible.	Early Morning Stewards / Activity leaders	Ongoing on reconvening
Consider using on-line communication alternatives (e.g. Zoom) to meeting physically where practical, especially for those aged 65+ with chronic health conditions, 70 and over and those with compromised immune systems.	Church Council and Meeting Convenors	Prior to re-convening

CONTACT AND INFECTION MANAGEMENT		
Action/s or tasks required	Responsibility	Date required (if known)
Establish a process to record the contact details of every person in attendance for every worship gathering, committee meeting or social gathering, for the purposes of COVID tracing. See 'RECORD KEEPING' below.	Church Council (nominee), Group or Activity Leaders / with Early Morning Stewards.	June 2020

Print and display authorised hygiene and COVID19 safety posters	Safe Church Team, at request of Church Council	June 2020
<p>In the event of an infection or potential infection being reported:</p> <ul style="list-style-type: none"> • Ensure members, or those who have been in contact with someone with the virus, that they must stay away from the Church premises if they have respiratory symptoms. • Notify the relevant authorities if contact is confirmed that contact has been made with the virus on church property. • Have the building/s thoroughly cleaned and disinfected if someone on church property is suspected of, or confirmed to have, COVID19. Provide all necessary cleaning materials. • Determine if a further temporary church closure is needed; communicate what is happening to the congregation and external users of the building. 	<p>Church Council / Property & Finance / Safe Church Team</p> <p><u>Supplies required:</u></p> <ul style="list-style-type: none"> • Detergent that can be mixed with water • Disinfectants containing alcohol in the correct concentration • PPE (Personal Protective Equipment/masks) • Disposable gloves and/or aprons • Safety eyewear 	Immediate notification and action, as and when required

PERSONAL HYGIENE		
Action/s or tasks required	Responsibility	Date required (if known)
Make supplies of hand sanitiser and alcohol wipes accessible at entry points and on benches, and disposable gloves for the use of visitors should they wish.	Property & Finance	July 2020
Display good hygiene behaviour posters, particularly in toilets.	Property & Finance	June 2020
All toilets to be kept well stocked with adequate supplies of hand soap and hand towels.	Property & Finance	Ongoing
Cups and plates must not be shared. All cutlery and crockery should be cleaned using the Worship Centre commercial dishwasher set to Program 3	All groups and church members	Ongoing on reconvening
If food is provided or shared e.g. at the Evening service, or following a funeral, two people only, wearing food-grade hygienic gloves, should serve the food. Hand hygiene must be practiced before and after serving. No self-service or sharing of trays.	Catering team, group convenors and church members	Ongoing on reconvening
<p>Plan for and communicate non-contact communion:</p> <ul style="list-style-type: none"> • The officiating Minister/Lay preachers and communion servers will wear approved 'food grade' hygienic gloves. • No common cups to be used or shared. Distribution of wine/drink to be by recipients being handed individual cups • Bread will be pre-sliced into squares rather than tearing from a common loaf. Distribute individually to recipients. 	Worship Team in conjunction with Ministers, Lay Preachers and duty communion servers.	Ongoing on reconvening
Plan for and communicate non-contact giving / passing of the peace – use alternative hand/arm gestures as appropriate	Ministers and Lay Preachers / weekly bulletin notice	Ongoing on reconvening
Minimise use of shared items such as hymn books, pens, offering plates, printed liturgy or activity sheets, toys and other shared materials.	Worship Team, Activity Leaders and Early Morning Stewards	Prior to re-convening
Maintain good cross ventilation (open doors / windows)	Early Morning Stewards	Ongoing on reconvening

GENERAL CLEANING		
Action/s or tasks required	Responsibility	Date required (if known)
Review requirements for routine cleaning of the church premises, including selection of suitable cleaning agents and disinfectant solutions.	Church Council	Ongoing on reconvening
<p>Clean all often-touched items and hard-surface areas with detergent and water prior to disinfecting, before exiting the premises.</p> <p>Items to be cleaned may include e.g.:</p> <p>Floors, Door handles, Lecterns, Children's play tables and equipment, Toilets, Chairs, Tabletops, Kitchen surfaces, Cupboards, Desks, Light switches, Taps, Remote controls, Sanitizer dispensers and Microphones etc.</p>	<p>Activity leader, nominated group member or individual users of church premises.</p> <p>Church cleaner where appropriate.</p>	Ongoing on reconvening

<p>Arrange for the selection of adequate cleaning agents and disinfectant solutions, and their safe storage (particularly out of the reach of children).</p> <p>Ensure staff preparing and using cleaning and disinfecting solutions do so in accordance with manufacturer's instructions, using appropriate personal protective equipment.</p>	Property & Finance	July 2020
<p>Ensure church cleaner is aware of what needs to be cleaned and how it should be cleaned before each service/meeting event, and in-between events</p>	Property & Finance in consultation with church cleaner	Ongoing

RECORD KEEPING		
Action/s or tasks required	Responsibility	Date required (if known)
<p>For all activities, record the first names, mobile (or alternate landline) number and email addresses of all staff, congregants, volunteers, visitors and contractors. Consider using a pre-prepared list of congregational names to facilitate faster and easier recording, preferably by one person (recorder) only using the biro.</p> <p>Records to be stored confidentially and securely in the church office for a period of at least 28 days.</p>	<p>Church Council (nominee), Group or Activity Leaders, with oversight by Early Morning Stewards where possible.</p> <p>Activity Leaders and Church Office Secretary</p>	<p>Ongoing on reconvening, until such time as this government requirement exists.</p>

SAFETY PLAN ACCEPTANCE AND DISTRIBUTION		
<p>Lodge a copy of the Church Council approved NBUC COVID-19 Safety Plan with the ACT Presbytery and UCA NSW/ACT Synod as per requirements.</p>	Church Council Secretary	On final approval by Church Council
<p>Distribute the approved NBUC Safety Plan to all church users and external hirers for their information, as per Attachment F.</p>	NBUC Contact people	On Church Council approval
<p>Receive and approve copies of external hirer user-group Safety Plans where applicable (e.g. Melba Shed) and email a copy to Synod for their records – see UCA NSWACT Synod website at: https://nswact.uca.org.au/covid19saferoadmap/ (under the heading 'ACTIVITIES - 'Third Party Hall Hire')</p>	<p>Church Council (via Church Contact person)</p> <p>Church Council Secretary</p>	When completed by the user groups (where applicable)
<p>Place a copy of the approved NBUC COVID-19 Safety Plan on the church website, as per the ACT Government guidelines.</p>	Church website administrator	On final approval by Church Council
<p>Retain a readily accessible hard-copy of the NBUC COVID-19 Safety Plan in the church office. This plan must be produced if requested from a relevant ACT Government compliance and enforcement officer.</p> <p>Retain a readily accessible digital copy of the plan on the church computer, as the ACT Government advises that this may also be subject to presentation of an electronic copy.</p>	<p>Church computer administrator and Church Office Secretary</p>	On final approval by Church Council

Attachment B: Safe Capacity of Indoor Spaces

Building	Indoor Space	Floor area (m ²)	Safe capacity
Worship centre	Multi-purpose hall	271.72	68
Worship centre	Multi-purpose stage	24.10	6
Worship Centre	Total Hall and stage area:	295.82	74
Worship Centre	Sunroom	37.12	9
Worship Centre	Sunroom Kitchen	6.16	1
Worship Centre	Total Sunroom and kitchen area:	43.28	10
Worship centre	Sunroom toilet	3.39	1
Worship centre	Chapel	46	11
Worship centre	Foyer	75.05	18
Worship centre	Kitchen	8.76	2
Worship centre	Ladies' bathroom	9.48	2
Worship centre	Men's bathroom	8.92	2
Worship centre	Secretary's office	5.24	1
Worship centre	Ministers' office	8.21	2
Worship centre	NBDC office	8.68	2
Community Centre	Children's Playgroup room	52.54	13
Community Centre	Don Gruber Room (Melba Shed)	66.5	16
Community Centre	Kitchen	8.82	2
Community Centre	Bathroom area (Western end)	8.72	2
Community Centre	Bathroom area (Eastern end)	6.15	1

Attachment D: Website links to on-line resources

ACT Government

<https://www.covid19.act.gov.au/what-you-can-do/act-public-health-directions>

<https://www.covid19.act.gov.au/what-you-can-do/faqs-changes-to-restrictions/community-facilities>

<https://www.covid19.act.gov.au/what-you-can-do/faqs-changes-to-restrictions/weddings-funeral-worship>

NSW Government (sample COVID-19 Safety Plan)

<https://www.nsw.gov.au/covid-19/industry-guidelines/places-of-worship>

Uniting Church NSW.ACT Synod

<https://nswact.uca.org.au/COVID19SafeRoadmap>

<https://nswact.uca.org.au/covid19saferoadmap/faqs/>

Federal Department of Health

<https://www.health.gov.au/resources/collections/novel-coronavirus-2019-ncov-resources>

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/advice-for-people-at-risk-of-coronavirus-covid-19/coronavirus-covid-19-advice-for-people-with-chronic-health-conditions>

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/translated-coronavirus-covid-19-resources>

Safe Work Australia

<https://www.safeworkaustralia.gov.au/collection/covid-19-resource-kit>

<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces>

Attachment E: Recognising COVID-19 symptoms

COVID-19: IDENTIFYING THE SYMPTOMS

Coronavirus
(COVID-19)

SYMPTOMS	COVID-19	COLD	FLU
	Symptoms range from mild to severe	Gradual onset of symptoms	Abrupt onset of symptoms
Fever 	Common	Rare	Common
Cough 	Common	Common	Common
Sore Throat 	Sometimes	Common	Common
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.



**TOGETHER WE CAN HELP STOP
THE SPREAD AND STAY HEALTHY.**

For more information about
Coronavirus (COVID-19) visit [health.gov.au](https://www.health.gov.au)



Australian Government

Attachment F: Distribution

Intended recipient	Email address
Church Council [Graham Freeman]	graham@freemans.id.au
P&F Committee [Phil Sloane]	psloane1@hotmail.com
Safe Church Team [Geoff Grimmett]	grimmo.home@gmail.com
NBDC [Sue Kover]	nbdc@iimetro.com.au
Synod	Covid19@nswact.uca.org.au
Presbytery PRC [via Presbytery Office]	office@cruc.org.au
Supply Minister [Margaret Middleton]	margaret.middleton@bigpond.com
Evening Service [Cherie Roe]	cherie.roe5@gmail.com
Bible Study [Linnea Leece]	linnea@grapevine.com.au
Children's Playgroup [Noreen Pidgeon]	organics@loriendale.com.au
Pipers [Gary Watson]	gas.watson@bigpond.com
Yoga [Greg Ewers]	grewers@optusnet.com.au
KH [via Phil Sloane]	psloane1@hotmail.com
Melba Shed [Rick Causebrook]	rick.causebrook@gmail.com
Shipwrights [Ray Osmotherly]	rayosm@hotmail.com
Ballroom Dancers [Brian Murcutt]	bmurcutt@bigpond.net.au
Perform Australia [Tricia Biggs]	tricia@perform.edu.au / hello@perform.edu.au
United Methodists [Bernard Dzvaka]	bdzvaka@hotmail.com
BPD Awareness [Natalie Malcolmson]	bpdawarenessact@gmail.com

North Belconnen Uniting Church Contacts for use of premises:

Geoff Grimmett	0432.531.118	grimmo.home@gmail.com
Phil Sloane		psloane1@hotmail.com
Anna Sliwinski	6258.1196 (Church Office)	melbauca@iimetro.com.au

Document Control and Approval

Plan Version Control

Principal authors	NBUC Safe Church Team (via Geoff Grimmett)
Date prepared by the NBUC Safe Church Team	28 June 2020
Version number	V2.0

Plan approval

This COVID-19 Safety Plan has been reviewed and approved by the NBUC Church Council.



.....
Graham Freeman
Secretary
NBUC Church Council
29 June 2020