

Area:	Human Resources	Document No:	HUR06
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PURPOSE & SCOPE

This policy is intended to provide a systematic approach for preventing and responding to the spread of highly communicable diseases that have reached global Pandemic status, or any other health threat that is declared by relevant public health authorities to be a health emergency that could impact Community Support Frankston (CSF).

POLICY

Social Distancing is a best practice recommendation of health professionals to prevent or slow the spread of a pandemic virus by human-to-human transmission.

Social distancing suspends public gatherings and limits services to help prevent the spread of communicable diseases.

Social distancing is designed to limit the spread of a pandemic virus by reducing the opportunities for close contact between people. There are a number of controls that can be employed, including but not limited to:

- Reducing face-to-face exposure by using telephone/conference calls, email, and videoconferencing as much as possible, even when participants are in the same building
- Avoiding unnecessary travel
- Cancelling meetings, workshops, training sessions and scheduled events and practices
- Requiring staff / volunteers to work from home to reduce exposure in the workplace
- Establishing flexible working hours / modified service times to avoid mass transportation during peak hours
- Reinforcing hand washing, curtailment of hand-shaking, and requiring the use of protective equipment such as hand sanitizers, gloves and masks (provided by CSF)
- Scheduling staff / volunteers in non-overlapping shifts thereby helping to reduce person-to-person contact
- Controlling access to buildings
- Requiring asymptomatic staff and volunteers to self-isolate for the required incubation period

Related Documents & References	
Forms/Legislation/ other operational documents	HUR03 – Workplace Health & Safety Policy – V1