

The gradual easing of COVID-19 restrictions by the NSW State Government allows for the recommencement of Child and Youth activities. The Diocese's response to COVID19 is actively monitored and reviewed. The direction from the Bishop may change at any time in response to managing the risks associated with COVID-19.

The health and safety of all people attending our sites is paramount and it is essential that there is strict adherence to the measures outlined within this Application and contained in the Fact Sheets that have been provided.

This Application is to be used for the recommencement of Child and Youth activities. The Application must be completed by the Incumbent, Churchwarden and Ministry Leader. The completed form is to be returned to whs@newcastleanglican.org.au. If you have any queries, please phone our Risk Officer Heidi Randle on 4926 3733. For urgent reporting of COVID-19 matters, please phone Linda Wilson on 0410 457 621 immediately.

Formal written approval of the Bishop will be required prior to the recommencement of these activities and will be dependent on your ability to comply with all measures listed below and outlined in the relevant Fact Sheets. Please provide a written response to each of the questions below and have this signed by the Incumbent, Churchwarden and Group Leader.

Parish Name:

Activity:

Days and times:

ASSESSMENT QUESTIONNAIRE

1. Is your activity able to comply with the **Child and Youth Activities – Registration and Record Management Fact Sheet**?
 Yes No
2. Is your activity able to comply with the **Child and Youth Activities – Preparing the Site Fact Sheet**?
 Yes No
3. Is your activity able to comply with the **Child and Youth Activities – General Requirements Fact Sheet**?
 Yes No
4. Is your activity able to comply with the **Child and Youth Activities – Cleaning Fact Sheet**?
 Yes No
5. Is your activity able to comply with the **Child and Youth Activities – Incident Response Fact Sheet**?
 Yes No
6. Do you agree to record the name and contact details of all persons present on site for each activity using the **Attendance Record Sheet** and forward a copy to the Diocesan Office at the conclusion of each week?

Yes No

7. Has each worker completed the **COVIDSafe Induction and Training checklist**?

Yes No

8. What is the size of the building and have you calculated the maximum number of persons that can be onsite? (1 person every 4m²) How will you ensure that this measure is complied with?

9. Please outline the process that you will have in place to ensure the safe collection of children and youth while ensuring that parents and carers maintain social distancing and that the numbers within the building do not exceed maximum capacity?

10. Please outline how you will provide and instruct on the use of hand sanitizer at the entry of your building?

11. Are the agreed “conditions of entry” and “maximum capacity” posters on display at each entry point?

Yes No

12. Are the supplied Coronavirus (COVID-19) posters on clear display?
“Keeping your Distance” “Stop the Spread” and “Hygiene is in your Hands”

Yes No

13. Is there access to adequate hand washing facilities on site and is a hand washing guide on display?

Yes No

DECLARATION AND UNDERTAKING

The information provided in this application is true and correct to the best of my knowledge.

We undertake to comply with the directives contained in the Fact Sheets and any subsequent directives provided by the the Bishop, the Diocesan Chief Executive or their delegates in relation to the ongoing management of COVID-19.

Incumbent Signature

Churchwarden Signature

Incumbent Name

Churchwarden Name

Incumbent Contact Details

Churchwarden Contact Details

Ministry Leader Signature

Ministry Leader Name

Ministry Leader Contact Details