

WEA Sydney is committed to looking after the health and safety of its staff, students and visitors.

Conditions of entry

In line with NSW Government's Public Health Orders and WEA Sydney's COVID-19 Safety plan, the following conditions of entry to WEA House apply:

- All visitors must check-in using the Service NSW QR code at the entrance to WEA House. This check-in notice should be shown to staff at WEA's reception. If you do not have access to a smart phone, our reception staff will make a record of your contact details on the NSW Service app.
- Proof that you have received two doses of a COVID-19 vaccination or have a medical exemption is required for all students, tutors and visitors and should be shown to the receptionist.
- Maximum number in lifts is 2.
- Masks must be worn correctly while in WEA House at all times, unless an exemption applies.
- Maintain 1.5m physical distancing and observe room capacity limits in classrooms.
- Practice good hygiene and use the hand sanitiser stations provided.

Do not attend WEA House if you:

- Are feeling unwell with any COVID-19 symptoms.
- Have been tested for COVID-19 and are awaiting results.
- Have had contact with a confirmed case of COVID-19 in the past 14 days or are required to get tested or self-isolate.

Ways to prove vaccination status:

- COVID-19 digital certificate or immunisation history statement through the Medicare App, Medicare online account through myGov, or smartphone wallet.
- Printed version of your COVID-19 digital certificate or immunisation history statement.
- Printed copies of your two vaccination appointments.

Proof of exemptions required

Vaccination – medical exemption (e.g. a NSW Health medical contraindication form completed by a registered medical practitioner, or a medical clearance notice issued by NSW Health, or a formal letter written by your GP).

Masks – medical certificate or letter from your health practitioner or NDIS provider.

Please have this information ready to show staff to gain entry to WEA House.

Visitors who **do not** comply with these conditions will **not** be admitted to WEA House, and will be asked to leave the building to ensure the safety of all visitors and staff.

Steps WEA Sydney is Taking to Ensure Your Safety

- WEA's rooms, common areas, and handrails/door knobs undergo regular cleaning throughout the day.
- Hand sanitiser is available at all major touchpoints around the building.
- Air conditioning filters receive enhanced cleaning procedures.
- All staff follow WEA's endorsed COVID-19 Safety Plan.
- All COVID-19 safety procedures are reviewed regularly by WEA's Workplace Health and Safety Committee.