

<p>Introduction</p>	<p>Learning Links is committed to the safety and wellbeing of staff and clients.</p> <p>Learning Links has established infection control protocols and ways of working to reduce the risk of any outbreaks of the COVID-19 infection in our work environments and to help minimise the risk of transmission across the community.</p> <p>This policy provides staff with information on our infection control strategies.</p>
<p>Eligibility</p>	<p>This Policy applies to all staff employed by Learning Links. The term staff also applies to students, interns, and volunteers. This policy also applies to workers carrying out work on behalf of Learning Links (e.g., contractors).</p>
<p>Policy</p>	<ul style="list-style-type: none"> • We are committed to providing safe and healthy environments that reduce the risk of individuals being infected or spreading COVID-19 and other infections. • Our organisation responds swiftly to advice from health and regulatory authorities and incorporates this advice and directives into our operations. • We communicate informed health and government advice, direction and guidance to staff and our clients as required. • We require staff to be vaccinated against COVID-19 and access vaccinations in line with approved NSW Health guidelines as soon as practicable, to ensure that programs can continue to be delivered safely at our centres and in schools and community venues. • Staff are expected to advise People & Culture of their vaccination status to assist in effective risk management and for the protection of client and co-workers. • Staff are required to use the QR codes to sign in and out of locations on every occasion. • Support is provided to staff considered as being at high risk, including those with medical conditions. • Learning Links requires that staff who are unwell with COVID-19 like symptoms conduct a test for COVID-19. If a positive COVID result is obtained, staff must isolate. Repeated testing may be required to obtain a clearance to return to the workplace. • Staff who have a positive diagnosis or are identified as a close contact / household contact and need to self-isolate are required to liaise directly with their manager regarding work and scheduled commitments. • Learning Links manages notifications of testing and infection in accordance with established best practice and health authority protocols while maintaining confidentiality and privacy. • Learning Links staff must adhere to vigilant and effective hand washing and general hygiene practices. • Learning Links promotes and implements physical distancing requirements between staff and families, and in the planning and set-up of the services and the physical work environment. • Learning Links ensures effective and safe environmental cleaning and disinfection principles for the physical environment. This will include regular cleaning of frequent contact surfaces.

	<ul style="list-style-type: none"> • Learning Links monitors any local outbreaks and subsequent restrictions in accordance with government advice and will work directly with staff to respond appropriately. • Learning Links staff working in NSW schools and external settings must comply with all NSW Health, NSW Department of Education, and professional body recommendations for working safely, including the use of Personal Protective Equipment (PPE) for service delivery. • Learning Links staff working in external settings (e.g., schools, Clubs) comply with all procedures and protocols to maintain a safe working environment. • Personal Protective Equipment (PPE) is provided for service delivery where applicable and necessary, with use guided by NSW Health and professional body recommendations. • In some instances, Learning Links will provide testing kits for staff to use (e.g., RAT kits).
Related Documents	<ul style="list-style-type: none"> • COVID-19 Vaccination Policy • COVID-19 Procedure • Work Health and Safety Policy • Dealing with COVID-19 Policy and Procedure for Charity House Staff
Review	<p>This policy and guidelines will be reviewed every two years and will incorporate current information, legislation and feedback as required.</p> <p>Policy Date: 14 January 2022 Policy Review: 14 January 2024 Review by: Manager, People and Culture Approval: GM, Service Quality, Risk and Compliance Version No: 2.0</p>