

City Campus COVID Safe Plan – Face to Face Classes 2022

With the relaxing of restrictions and following the Government Directive that will come into effect on 17th December 2021, and out of a duty of care to our vulnerable demographic , **we will implement a Vaccination Policy for face-to-face classes in Term 1 2022.**

Vaccination Policy

Only members who are fully vaccinated or have a medical exemption can enrol in a face-to-face Class. Tutors of face-to-face classes must also be fully vaccinated or have a medical exemption as will any office volunteers working in the venues.

Class fees

Class Fees must be paid in advance. These should be paid online if possible to avoid congestion and delays at the office. Fees can also be paid at the office but remember to stay 1.5m apart if waiting your turn at the office. If bringing cash, please have the correct amount to facilitate the process. Credit cards are preferred.

Zoom class fees of \$25 are voluntary and should be paid online, also before term starts.

Remember: Do not attend if you are unwell.

General Rules for both Creek and Adelaide Street

To avoid Congestion and Keep us all safe :-

- Class times will be staggered. **Check your class time carefully.**
- Normal class duration is 75 minutes. Some classes have doubles by special arrangement and at the request of Tutors.
- On arrival:-
 - Use the Check-in Qld App to register your presence in the building. This App will also register your Vaccination Status. This is a government ruling and is compulsory. The result will be checked by our Office Volunteers. (Remember you must be Vaccinated to attend in person)
 - We are using our QR Code system to register attendances. This is important for both members and Tutors. You will find a printed QR Code in the foyer or in your classroom.

Please read [these instructions](#) for how to use this code, and practise to make sure your phone will read the QR Code. Install a QR Code Scan app if necessary.

- If you do not have a phone that you can use, then another class member can enter your number on their phone to register your attendance. You must know your U3A number.

- After Registering go straight to your classroom. No delays or congregating in foyers etc. There will be no chairs in the Creek St or Adelaide St foyers.
- You may arrive up to 15mins early.
- Remember to stay 1.5m apart at all times.
- Kitchens will be closed, so bring your own water.
- Carry a mask and wear it if in a crowd or if in a confined space for any length of time.
- At the end of class please leave the room immediately. Do not stop to chat in the foyer. You can organise coffee with friends outside.
- **No Sharing and no Physical Contact if possible.**

Toilets

Use the supplied Sanitiser frequently, especially if you go to the toilet. Remember to wash your hands thoroughly, but also use the sanitiser as well when you return. Stay 1.5 m away from other people and, if necessary, wait outside if it is too crowded.

Adelaide St

- **There are a maximum of 6 people permitted in the lift.** There are 2 lifts – One at each end of the corridor.
- Remember to stay 1.5 m apart while waiting for a lift. Class times have been staggered so this should help congestion.
- After class, if you are able you may use the stairs to descend, otherwise maintain the 1.5m distance while you wait for the lift.