



**HEALESVILLE**  
UNIVERSITY OF THE THIRD AGE

## **Covid Safety Policy**

### **Introduction**

U3AHealesville Inc. is a voluntary not for profit organisation. Its members are retired or semi-retired and aged 50 plus. U3AHealesville Inc. is able to function because of the volunteer class leaders and organizers.

### **Purpose**

The purpose of this policy is to set out the rules relating to COVID-19 that fall within Terms and Conditions of being a member of U3AHealesville Inc.

### **Policy Statement**

U3AHealesville complies with all State Government and venue provider regulations in regard to COVID-19 attendance in courses and activities particularly in regard to vaccination status. Our venue providers include The Senior Citizens Hall, The Lions Hall, Golden Wattle, RSL and the Healesville Library

### **Rules**

U3AHealesville has developed the following rules to sit within our COVID-19 Policy statement as documented in our Yarra Ranges Covid Safety Plan of 10 November 2020. These rules will be updated as Government regulations are updated.

1. Based on the 2021 Victorian roadmap, future face-to-face classes may be held in accordance with State and local Government restrictions. Zoom classes can continue throughout without restrictions.
2. The various conditions included in the roadmap have effectively been decided by the Victorian Government, Yarra Ranges Council and other venue operators. Anyone who does not wish to abide by the restrictions will not be permitted to attend face-to-face classes.
3. In line with Government requirements, all individuals will need to prove that they are fully vaccinated before attending classes (i.e. it will not be sufficient for them simply to say that they are vaccinated). This can only be achieved by showing either their COVID-19 digital certificate or their immunisation history.
4. Vaccination status needs to be shown to each Course Leader or COVID-19 Marshal prior to participating in the **first** class of the term or the **first** class a member attends if they join during the year.
5. Alternatively, status may also be provided to the Course Coordinator or office volunteers by contacting them and they will assist the member. Tutors will be advised of a member's vaccination confirmation.

6. Confirmation of a member's vaccination status will be stored in the membership database. No electronic or hard copy versions of a member's certificate will be retained.

## **Responsibilities**

All members, including Course Leaders registered to hold face-to-face classes must follow the above rules as per the Terms and Conditions of U3AHealesville Inc's membership.

The Course Co-ordinator will ensure that all Course Leaders meet the rules of this policy

The Membership Officer will ensure that the UMASS database is maintained with the required data.

## **Authorisation**

This Policy was adopted by the Committee of Management of U3AHealesville Inc. and minuted as such on 17 November 2021.

## **Policy Review**

This Policy will be reviewed at least annually or when circumstances change.

## **Responsibilities**

All members, including Tutors registered to hold face-to-face classes must follow the above rules as per the Terms and Conditions of Whittlesea U3A membership.

The Class Co-ordinator will ensure that all Tutors meet the rules of this policy

The Membership Manager will ensure that the UMASS database is maintained with the required data.

## **Authorisation**

This Policy was adopted by the Committee of Management of Whittlesea U3A Inc. and minuted as such on October 15<sup>th</sup> 2021.

## **Policy Review**

This Policy will be reviewed at least annually or when circumstances change.