

# > HELPING BUSINESS GET BACK TO WORK



30 June 2020

## COVID-19 Safety Plan

Effective 1 July 2020

### Sex services

We've developed this COVID-19 Safety Plan to help you create and maintain a safe environment for you, your workers and your clients.

Complete this plan in consultation with your workers, then share it with them. This will help slow the spread of COVID-19 and reassure your clients that they can safely visit your business. You may need to update the plan in the future, as restrictions or advice changes – you can make changes to the plan if you've printed or saved it, or you can choose to download and create a new version of the plan.

Businesses (including independent contractors and sole traders) must follow the current COVID-19 Public Health Orders, and also manage risks to service providers and other people in accordance with Work Health and Safety laws. For more information and specific advice for your industry go to [nsw.gov.au](http://nsw.gov.au)

BUSINESS DETAILS
Business name:
Plan completed by:
Approved by:

### > REQUIREMENTS FOR BUSINESS

Requirements for your workplace and the actions you will put in place to keep your clients and workers safe

REQUIREMENTS	ACTIONS
<b>Wellbeing of service providers and clients</b>	
Exclude service providers and clients who are unwell from the premises.	
Provide service providers with information and training on COVID-19, including when to get tested, physical distancing and cleaning.	
Make service providers aware of their leave entitlements if they are sick or required to self-isolate.	
Display conditions of entry (website, social media, premise entry).	

## Wellbeing of service providers and clients

Ensure COVID-19 Safety Plans are in place, where relevant, for:

- Swimming pools
- Beauty services (including massage parlours)
- Pubs and clubs
- Cinemas and theatres

### REQUIREMENTS

### ACTIONS

#### Physical distancing

Capacity must not exceed one person per 4 square metres of space (excluding service providers).

Assign service providers separate work rooms or work stations/tables for the duration of their shift, where practical.

Avoid services that involve kissing and face-to-face contact.

Reduce crowding wherever possible, and promote physical distancing with markers on the floor in areas where people may be asked to queue.

Ensure seating in waiting areas complies with physical distancing of 1.5 metres, rearrange if needed. Where premises have multiple waiting rooms limit occupancy of each room where possible to one client per room.

Where possible, ensure service providers maintain 1.5 metres physical distancing at all times, including at meal breaks and in any offices or meeting rooms.

Use telephone or video for essential meetings where practical.

Where reasonably practical, stagger start times and breaks for service providers.

Review regular deliveries and request contactless delivery / invoicing where practical.

Have strategies in place to manage gatherings that may occur immediately outside the premises.

REQUIREMENTS	ACTIONS
<b>Hygiene and cleaning</b>	
Adopt and promote good hand hygiene practices.	
Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers, including in room washing facilities.	
Consider strategies to decrease risk of transmission, such as staff avoiding face-to-face contact. Continue to use condoms, gloves and dams where appropriate to provide services.	
Ensure any toys and work equipment are cleaned with detergent and disinfectant between use.	
Any surfaces clients frequently touch should be cleaned with a detergent or disinfectant solution or wipe after each customer. Towels and linen should be changed and laundered between clients.	
Clean hard surface areas in areas frequented by service providers or clients at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces several times per day with a detergent/disinfectant solution or wipe.	
Maintain disinfectant solutions at an appropriate strength and use in accordance with the manufacturers' instructions.	
Ensure safer sex supplies, such as condoms and lube, are single use sachets or remove from public access.	
Remove books, magazines, pamphlets and iPads.	
Service providers are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.	
Encourage contactless payment options and/or do not handle cash directly. Use disposable gloves to receive and count.	

REQUIREMENTS	ACTIONS
<b>Record keeping</b>	
<p>Keep a record of a name and a contact for all service providers, clients and contractors for a period of at least 28 days. Ensure records are used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.</p>	
<p>Make your service providers aware of the COVIDSafe app and its benefits to support contact tracing if required.</p>	
<p>Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at your workplace, and notify SafeWork NSW on 13 10 50.</p>	