



GRAIN STORE COVID-19 VENUE SAFETY PLAN

Under the NSW Public Health Order, businesses are required to develop a COVID-19 Safety Plan. This safety plan sets out our mandatory obligations and our own additional steps and procedures to reduce the risk of COVID-19 as well as guidance for our staff & customers.

PART A: MANDATORY OBLIGATIONS

- Our capacity **will not exceed 50** customers or one customer per 4 square metres in an existing seated dining area, whichever is the lesser. Our square metres are well above the required 200 square metres at **367 square metres**.
- Bookings will be to a maximum of 10 people. (There will be absolutely no flexibility for any groups whatsoever)

PART B: OUR VENUE MEASURES

Wellbeing of staff and customers

- Exclude staff and customers who are unwell from the premises. This will be actioned by symptom screening on entry, signage & SMS confirmation when booking reconfirmed.
- **We have had all our staff complete the Australian Government Health COVID-19 infection control training module as our own above and beyond best practice measure.**

This covers as a minimum but extends further beyond the facts in regards to when to get tested, physical distancing, cleaning requirements and managing sick customers.

Ensuring staff are aware of their leave entitlements if they are sick or required to self-isolate.

- Clearly displaying the customer conditions of entry on our website, social media platforms, booking page and at the venue entrance.

Physical distancing

- There will not be more than 10 customers sharing a table.
- Encouraging all takeaway orders to be placed online to avoid customer gathering within the venue.
- Rearranging of tables and seating as required, Takeaway customers to wait outside of venue for orders, to support 1.5 metres of physical distance. Members of the same household are not required to physically distance.
- Reduce crowding wherever possible and promote physical distancing with markers on the floor in areas where people are asked to queue, such as at the bar.
- Customers from different seated table service areas should not co-mingle.

- Where reasonably practical, ensure staff maintain 1.5 metres physical distancing at all times (including at meal breaks) and assign workers to specific work stations. Distance cashier terminals and establishing processes so front of house workers can collect food without entering the food preparation area.
- Alcohol must only be consumed by customers whilst seated.
- We have installed a physical barrier between our booth seating.
- Review regular deliveries and request contactless delivery and invoicing where practical.
- Have strategies in place to manage gatherings that may occur immediately outside the premises.
- Live entertainment will be limited to purely a solo artist.

Hygiene and cleaning

- Adopting good hand hygiene practice, hand wash basin facilities are available upon the entry to customers and staff. Sanitiser is also available at all service points.
- Ensure bathrooms are well stocked with hand soap and paper towels, and have posters with instructions on how to wash hands.
- Cutlery will be issued within a single use paper sleeve and single use items such as straws will not be available in communal areas. Non-disposable cutlery and tableware is washed using a commercial grade dishwasher and glasswasher.
- Menus are displayed in protective plastic sleeves that can be sanitised between customer use. Wine & Beer menus will be laminated or be single use. Takeaway menus are displayed outside the venue.
- Areas frequented by staff or customers will be cleaned at least daily with detergent or disinfectant. Frequently touched areas and surfaces will be cleaned several times per day with a detergent or disinfectant solution or wipe.
- Disinfectant solutions are maintained at an appropriate strength and used in accordance with the manufacturers' instructions. Clean down table and chair hard furnishings, sugar, salt or pepper items, and any laminated menus between customers with a detergent or disinfectant solution or wipe.
- Staff are to wear gloves when cleaning tables and to wash hands thoroughly before and after with soap and water.
- Limit the use of cash transactions by encouraging contactless payment options.

Record keeping

We have implemented the use of the app 1breadcrumb to record all entries to the venue.

- This will electronically keep an accurate date stamped record of name and a mobile number/email address for all staff, dine-in customers and contractors for a period of at least 28 days. This date will only be used only for the purposes of tracing COVID-19 infections and are stored confidentially and securely.