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## 2.0 COVID Policy Statement

MSLETB is committed to providing a safe and healthy workplace for all our employees, students, visitors and contractors and have developed a COVID-19 Response Plan. All employees are responsible for the implementation of this plan and a combined effort will help contain the spread of the virus.

MSLETB will:

- continue to monitor our COVID-19 response and amend this plan in consultation with our employees.
- provide up to date information to our employees on the latest public health advice issued.
- display information on the signs and symptoms of COVID-19 and correct hand-washing techniques.
- provide an adequate number of trained worker representative(s) who are easily identifiable and put in place a reporting system.
- inform all employees of essential hygiene and respiratory etiquette and physical distancing requirements.
- adapt the workplace to facilitate physical distancing.
- keep a log of contact / group work to help with contact tracing.
- Provide induction training which must be attended/completed by all employees.
- develop a procedure to be followed in the event of someone showing symptoms of COVID-19 while at work or in the workplace.
- provide instructions for employees to follow if they develop signs and symptoms of COVID-19 during work.
- intensify cleaning in line with government advice.

All managers/principals and employees will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions which can be done through the Worker Representative(s)

Signed: Tom Grady. Date: 01.07.'20

**Chief Executive**