



Charles Sturt
University

Charles Sturt University COVID Safe Plan
Updated: 4 August 2022



Charles Sturt University COVID Safe Plan

The Critical Incident Management Team (CIMT) assesses the current COVID risk level as “**Moderate**”. Charles Sturt has implemented additional risk controls to minimise the risk of any persons with COVID-19 spreading it to other people.

Guiding Principles

1. The health and safety of all members of Charles Sturt University and the wider community is paramount and we will continue to align with NSW Health guidance.
2. All individuals have a responsibility to always behave in a COVID-safe manner.
3. Individuals who are a confirmed case of COVID-19 must isolate, follow medical advice and [NSW Health guidelines](#). Staff are requested to continue to report positive COVID-19 results by [Protecht](#).
4. All organised events must follow NSW Health guidelines.
5. Where additional risk and controls are required by external entities or Public Health Order directives for activities such as clinics and workplace learning, the requirements of the higher level of safety controls apply.

A Risk Based Approach

With the COVID situation, we will continue to be agile and provide practical guidance to our people and partners. Charles Sturt University will continue to align with NSW Health advice wherever relevant and practicable and will apply a risk-based approach utilising a hierarchy of controls to ensure that staff and students are as safe as reasonably practicable while operating in a teaching and research environment.

The CIMT will use and communicate the following risk levels which have been designed to create a common narrative and response in a complex environment and will be applied and communicated as a traffic light system for the organisation.

1. **Low risk:** Baseline COVID in the community with no Government Health Orders. General COVID-safe measures in place. Campus life and face-to-face teaching continues as business as usual with an emphasis on COVID-safe behaviours and the application of general risk mitigation strategies.
2. **Moderate risk:** An increase in local cases or an outbreak; no significant increase in hospitalisations. Health Orders may be in place. Face to face teaching can continue but additional risk controls may be required in accordance with NSW Health restrictions (e.g., capacity limits, mandatory mask wearing) or as determined by a formal Risk Assessment for specific environments (e.g., laboratories, use of high efficacy face masks).
3. **High risk:** An outbreak with consequent large increase in hospitalisations. Treated risk may remain high despite application of mitigators, therefore remote learning and work from home is required. Government mandated lockdown or partial lockdown and specific Health Orders may be in place.

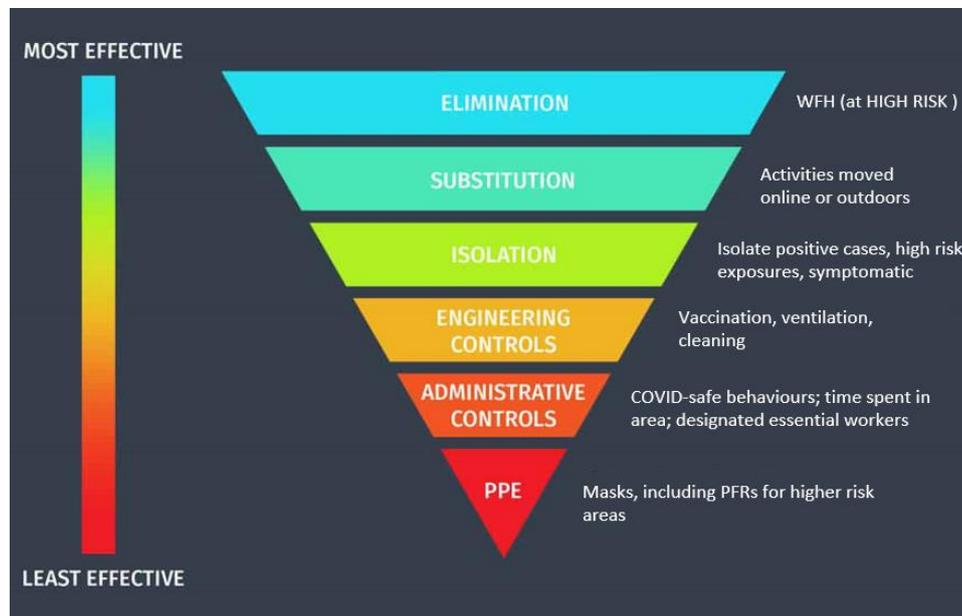
Behavioural Mitigators

The creation and sustainability of a COVID-safe environment is crucial to maintaining a safe work environment. All individuals have a responsibility to be COVID-safe at all times and to follow the key principles set out in this plan. Signature behaviours that need to be reinforced by leadership include:

- Adherence to government guidelines.
- Do not come to work or campus if you are unwell and have any COVID-19 like symptoms or are required to isolate due to being a high-risk exposure.
- Keep your distance from others, particularly when indoors, and avoid crowded spaces.
- Maintain good hygiene by frequent washing or sanitising of hands, sneezing, and coughing into elbows, and cleaning up and wiping down your immediate area after use.
- Keep up to date with NSW government health advice and the Charles Sturt Staff Hub [COVID-19 page](#).

Specific Risk Mitigators using the Hierarchy of Control

The principles of the hierarchy of control will be applied in order to provide our people with context to the overlapping levels of risk mitigation that are being applied at Charles Sturt.



Vaccinations

It is no longer a condition of entry into any Charles Sturt University campus that all staff, students, and visitors over 16 years old be fully vaccinated against COVID-19 with a TGA approved vaccination.

Charles Sturt strongly advises receiving vaccination against COVID-19 including any booster shots. Additionally, it is recommended that the annual flu shot also be received.

Masks

- Staff, students and visitors should bring a mask to campus and always wear a mask if physical distancing cannot be maintained. If they have not brought a mask to campus, one can be collected from the library.
- Masks are to be worn in line with government guidelines for specific environments.
- Individuals may wear masks if they feel safer to do so.

Ventilation

- Ventilation in rooms should be optimised, by opening of windows and doors where possible.
- Use of outdoor spaces should be considered, where practicable.
- Airing of rooms should also be considered between activities.
- Mechanically ventilated systems are in place across our footprint and will be maintained accordingly.

Test Trace Isolate and Quarantine (TTIQ)

- Staff are requested to report positive COVID-19 results by [Protech](#) and adhere to [NSW Health guidelines](#).
- Individuals with flu-like symptoms will not be allowed to attend work or class until symptoms resolve.
- An alternate delivery option should be made available where possible, for students unable to attend class.

- Academic staff members unable to teach due to being unwell, should be provided support systems for an alternate staff member or for the class to be rescheduled.
- All individuals who test positive for COVID-19 (RAT or PCR) are not allowed to attend campus and must isolate until cleared for release in accordance with NSW Health guidelines or jurisdictional equivalent.
- Individuals who attended activities on campus while infectious (2 days before onset of symptoms or positive test, whichever is earlier) must inform their subject convenor or supervisor as soon as possible.
- All individuals (staff and students) who are enrolled in a class that has been attended by a COVID-19 positive case must be notified as soon as reasonably practicable. Students in the class should be notified via I2 by the teaching staff.
- Staff or students who subsequently test positive to COVID should self-isolate in accordance with NSW Health guidelines and not return to campus until symptoms are resolved.
- Students should be requested to maintain the same partner or group where practical.

Cleaning

- Contactless hand sanitiser stations will be available at the main entrance to buildings.
- Desks and surfaces may be cleaned by individuals upon entry to spaces and on leaving; cleaning materials and bins are in situ.
- Posters on hand washing will be prominent in campus bathrooms.
- In the event of a confirmed case, the CSCS team are to be notified in case additional cleaning is required.

Teaching Venue Management and Regulations

- 100% capacity will be utilised, depending on the type of teaching setting and risk assessment.
- Students will be requested to keep their distance from others, including when entering or leaving, or waiting to enter or leave the teaching space and wear a mask if they cannot physically distance.
- Staff will be encouraged to complete the Australian Government Department of Health 'COVID-19 infection control' awareness training before the commencement of teaching.

Events, Venue Management and Regulations

- All NSW government restrictions must be adhered to.
- All events planned must implement risk mitigators such as regular breaks and increased ventilation.
- All staff working events should wear a mask if they cannot physically distance or they feel it is needed for their safety. They must ensure appropriate hygiene and social distancing where possible.
- Staff travelling to events should be considering risk mitigation factors such as different flights or separate cars. When social distancing cannot be maintained masks should be worn.

Teaching and Learning

- On campus classes will be conducted where the risk level for the type of activity is able to be maintained at equal to or lower than moderate risk with the goal to minimise risk to the lowest practicable level.
- Where acceptable risk levels cannot be maintained, the activity will be shifted to online learning and/or scheduling adjusted.
- Classes may also need to be rescheduled or transferred to an alternative mode at short notice in the event of staff or significant student absence.
- Students missing classes due to COVID will be provided with make-up opportunities such as recordings, streaming, additional classes (note: not all options may be provided in all cases).
- Students will be eligible to apply for special consideration with a reason related to COVID and its impact.
- Any changes to mode of delivery will need to be compliant with the Charles Sturt Course and Subject Delivery and Management Procedure and relevant Legislation.
- Workplace Learning will continue where the providing site continues to offer placements. Students will need to meet Work Health and Safety requirements of the providing facility.