

**> BE COVID SAFE.  
HELP NSW STAY IN BUSINESS.**



## Your COVID-19 Safety Plan

Indoor recreation, yoga, pilates and dance studios, martial arts training facilities

### Business details

Business name	One Yoga
Business location (town, suburb or postcode)	Enfield NSW 2136
Completed by	Nadine Uremovic
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Effective date	21 December 2020
Date completed	5 January 2021

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### Wellbeing of staff and customers

#### Exclude staff, volunteers and visitors who are unwell.

Please stay home if you are unwell. If you appear unwell upon entering the studio you will be taken aside to have a chat about your health. It is important to consider the wellbeing and comfort of others at the studio, particularly while class is in progress.

**Provide staff and volunteers with information and training on COVID-19, including when to get tested, physical distancing, wearing masks, cleaning, and how to**

### **manage a sick visitor.**

Masks are recommended to be worn upon entering and exiting, although allowing others to clear the foyer area will avoid congestion at the door. Although masks are currently not required to be worn during class, it is a matter of personal preference. Everyone is encouraged to have a mask with them at all times. There are masks available at the studio for anyone who requires one.

Teachers at One Yoga will undergo testing for Covid-19 if any minor symptoms exhibited or have been to a known hot-spot and students are encourage to do the same. NSW Government health guidelines will be followed at all times including maintaining at least 1.5m social distance.

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

If a teacher is unable to teach due to ill-health or isolation a substitute teacher will take the yoga class. If this is not possible, class will be cancelled and rescheduled.

### **Display conditions of entry (website, social media, venue entry).**

Please observe social distance when entering and exiting the studio and wear a mask if required.

The studio is closed except for class times. By entering, you confirm you are in good health and will consider the wellbeing of others. You will respect social distance space and follow Covid-safe practices during your time at the studio.

One Yoga has always requested students to advise if they are unable to attend a lesson. This notification system will continue as it helps accommodate make-up lessons. If you are unwell, please remain at home.

**Other types of venues or facilities within the premises must complete COVID-19 Safety Plans where applicable. If contact details are captured electronically upon entry to the main premises on the relevant day, additional collection of contact details via electronic methods may not be required if there is no other public access to the sub-premises. However, additional contact details and time of entry must be captured where these sub-premises are indoor gyms, nightclubs, dine-in hospitality venues, pubs and bars.**

Classes are by book-in only. All students contact details are on file and students attendance is always marked off on a roll. There is not any access to other premises in the same building.

If there are more than 25 patrons at the gym, a staff member must be assigned as a COVID-19 Safe Hygiene Marshal who will be in distinctive clothing (such as a shirt or badge) and responsible for ensuring all aspects of the COVID-19 Safety Plan are being adhered to including overseeing social distancing, cleaning and ensuring the accuracy of record keeping. The identified Safe Hygiene Marshal/s must always be present when there are more than 25 patrons at the gym.

Class sizes are limited and will not exceed 12-14 students + one teacher.

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## **Physical Distancing**

Ensure the number of people in a facility does not exceed one person per 4 square metres of publicly accessible space in Greater Sydney and one per 2 square metres in other regions (excluding staff). Children count towards the capacity limit.

Note: 'Greater Sydney' means Greater Sydney as defined by the Public Health (COVID-19 Restrictions on Gathering and Movement) Order (No 7) 2020.

The studio's publicly accessible space is 80m sq (not including the bathroom). The yoga area occupies 64m sq. This allows for up to 16 people in the yoga space, however for student comfort class sizes are limited to 12-14 students.

Spaces for mats are delineated for 1.5 metres apart.

### **Support 1.5m physical distancing where practical, including:**

- **at points of mixing or queuing such as toilets and entrance and exit points**
- **between seated groups**
- **between staff.**

When entering or exiting the studio, be mindful to not impact upon other students. Allow physical space for belongings to be placed down or collected. For your own protection, use the hand sanitiser before and after class. The 1.5m distance will always apply.

High energy dance, such as Zumba or similar classes, can spread COVID-19 if a participant is infected. There should be additional planning around these activities including:

- **Additional physical distancing or smaller class sizes**
- **Cleaning with detergent and disinfectant after each class**
- **Holding these classes in large spaces with high ceilings and good ventilation**
- **If partnered dancing, avoid rotation of partners**

Does not apply - no high impact

**Ensure communal facilities such as showers, change rooms and lockers have strategies in place to reduce crowding and promote physical distancing.**

Does not apply - no shower etc

**Where practical, stagger the use of communal facilities. Strongly encourage visitors to shower/change at home where possible.**

Does not apply

**Reduce crowding wherever possible and promote physical distancing with markers on the floor, including where people are asked to queue.**

Spaces for mats are delineated for 1.5 metres apart. Individual mat areas are identified and students are asked to keep themselves and their props within their immediate space.

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

Students do not tend to congregate outside the studio. Although there is adequate space outside the studio entry, students will be reminded to mind their distance.

**Use telephone or video platforms for essential staff meetings where practical. Where reasonably practical, ensure staff always maintain 1.5 metres physical distancing, including at meal breaks and in office or meeting rooms. If staff are not able to physically distance, or work in a role with significant public interaction, strongly recommend they wear a face mask if practical.**

Teachers and students are to always maintain adequate physical distance. Reiku is offering online classes – visit [sarovarayoga.com](http://sarovarayoga.com)

**Review regular business deliveries and request contactless delivery and invoicing where practical.**

Does not apply

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## **Hygiene and cleaning**

**Adopt good hand hygiene practices.**

Hand hygiene and good hygiene practices will continue to operate at the studio.

**Ensure hand sanitiser is accessible at the venue entry and throughout the facility or ground.**

Hand sanitiser is available at the front entry table, near the teacher's desk and in the kitchen. Students should sanitise their hands before and after class.

**Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers. Consider providing visual aids above hand wash basins to support effective hand washing.**

Bathrooms will continue to be properly stocked. Students are requested to let the teacher know if anything is required.

**Encourage visitors to bring their own water bottles, sweat towels and equipment.**

Students are welcome to bring their own equipment, however it is a matter of personal preference.

**Clean frequently used indoor hard surface areas, including children's play areas, at least daily; first with detergent and water, and then disinfect. Clean frequently touched areas and surfaces, including in communal facilities, several times per day.**

The entry table and yoga mats are cleaned after every class. It is not possible to clean soft furnishings (bolsters, blankets, cushions and straps) after every class – students can choose to not use or touch these. In any case, students are encouraged to use the hand

sanitiser after class and avoid touching their face during the class.

**Clean areas used for high intensity cardio classes with detergent and disinfectant after each use.**

Does not apply

**Reduce sharing of equipment (including hire equipment) where practical and ensure these are cleaned with detergent and disinfectant between use.**

Agree

**Ensure there is accessible detergent/disinfectant and gloves for visitors to use, should they wish.**

Student requests will be accommodated as well as is possible.

**Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturers' instructions.**

Agree

**Staff are to wash hands thoroughly with soap and water before and after cleaning.**

Agree

**Encourage contactless payment options.**

Contactless payment is on offer, although some students prefer to pay cash. Sanitiser is used after handling cash.

**In indoor areas, increase natural ventilation by opening windows and doors where possible, and increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).**

The studio is regularly aired and if weather permits windows may be opened during class. An air conditioner is available and is used during class sessions.

## **Record keeping**

Keep a record of the name, contact number and entry time for all staff, volunteers, participants, visitors and contractors for a period of at least 28 days. Contact details must be collected for each person using a contactless electronic method, such as a QR Code or similar. Processes must be in place to ensure that customers provide the required contact information. Records must be provided as soon as possible, but within 4 hours, upon request from an authorised officer.

*Note: If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If there are unexpected circumstances which prevent the use of electronic methods to collect contact details (such as an internet outage), any paper records must be entered into an electronic format such as a spreadsheet within 12 hours.*

All classes are by booking only and student attendance has always been marked off on a roll. All students contact information is on file, including emergency contact information. A QR code check-in system for Covid-19 will be introduced.

**Ensure records are used only for the purposes of COVID-19 contact tracing and are collected and stored confidentially and securely. When selecting and using an electronic method of record collection, take reasonably practical steps to protect privacy and ensure the records are secure. Consider the 'Customer record keeping' page of [nsw.gov.au](https://www.nsw.gov.au)**

Accepted and understood

**Make your staff aware of the COVIDSafe app and its benefits to support contact tracing if required.**

Accepted and understood

**Indoor recreation facilities should consider registering their business through [nsw.gov.au](https://www.nsw.gov.au).**

Registration is in process

**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.**

Total co-operation will be provided

**I agree to keep a copy of this COVID-19 Safety Plan at the business premises**

Yes