

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



Your COVID-19 Safety Plan

Non-food markets (including artisan, clothing and craft markets)

Business details

Business name	Tamworth Growers Market Inc
Business location (town, suburb or postcode)	Tamworth
Completed by	Louise Brock
Email address	tamworthgrowersmarket@gmail.com
Effective date	7 December 2020
Date completed	18 December 2020

Wellbeing of staff and customers

Exclude staff and customers who are unwell.

Sign requesting that unwell customers to stay away. Market co-ordinator & committee members in attendance to confirm they are well.

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

To be provided to market coordinator and updated as necessary.

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

To be provided to market coordinator and updated as necessary.

Display conditions of entry (website, social media, entry points).

Signs to be placed in prominent positions at market site and conditions of entry placed on website and social media.

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.

Food service providers to submit their COVID-19 Safety Plan to committee prior to attendance at markets where such plan is a government requirement.

Physical distancing

Calculate the floor area of the market space to determine the maximum number of people who can safely occupy the space (one customer per 2 square metres of space). Consider displaying signage at entrances with the maximum safe capacity to manage customer expectations.

Marshals to monitor number of people at the site and enforce social distancing.

Put plans and systems in place to monitor and control the number of people on site at any given time to allow for physical distancing.

Marshals to monitor number of people at the site and enforce social distancing.

Consider strategies to avoid congregation at entrances and exits.

Not applicable as the market is held in an open area with no specific entry/exit points.

Develop strategies to control the flow of crowds, such as separate entry and exit points and uni-directional marking on the ground where practical.

Marshals to monitor crowd movement on the site.

Develop strategies to reduce crowding wherever possible, such as markers on the floor where people are asked to queue.

Cones available for stallholders to use for social distancing when queueing.

Consider barriers or other controls to ensure staff and visitors at interaction points stay at a safe distance, or are separated by a barrier such as a rope, table or service counter.

Stallholders to set up with a table as a barrier between themselves and customers.

Consider strategies to avoid crowding if entertainers are performing, such as seating areas that support physical distancing of 1.5 metres between non-household contacts.

Cones/barriers to be set up around entertainers (if they are present) to ensure 1.5m distance is maintained.

Encourage workers to stay at stalls and to avoid interactions between stall workers (including at meal breaks), where reasonably practical.

Stallholders to be advised of Tamworth Growers Market COVID-19 Safety Plan for markets including interactions.

If seating is required, move or remove seating to comply with 1.5 metres of physical distance where possible. Household or other close contacts do not need to physically distance.

Minimal fixed seating available around site that complies with physical distancing.

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

Not applicable.

Hygiene and cleaning

Adopt good hand hygiene practices.

Stallholders to be advised of COVID-19 Safety Plan for markets including hand hygiene practices.

Provide hand sanitiser at multiple locations throughout the marketplace, including entry and exit points.

Ensure that hand sanitiser is available and use is encouraged.

Ensure bathrooms are well stocked with hand soap and paper towels or hand dryers.

Not applicable - no bathrooms on site.

Clean indoor hard surface areas frequented by staff or customers at least daily with detergent/disinfectant. Clean frequently touched areas and surfaces, including tables, several times per day with a detergent or disinfectant solution or wipe.

Encourage stallholders to wipe down tables/stands regularly during the markets.

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

Access to disinfectant solutions to be made available to stallholders as required.

If items are to be viewed, encourage visual inspection where practical. Provide hand washing facilities or hand sanitiser for customers to use before and after handling objects. Have detergent or disinfectant wipes available to wipe objects regularly, where practical.

Stallholders encouraged to provide hand sanitiser for customers, have detergent or disinfectant wipes to sanitise objects and encourage visual inspection by customers.

Consider removing printed pamphlets, and instead providing relevant information through digital channels such as email or website where practical.

Printed promotional materials to be limited on site and digital contact encouraged.

Limit the use of cash transactions by encouraging contactless payment options.

Encourage stallholders to have contactless payment options.

If entry ticketing is required, consider electronic methods where this is possible.

Not applicable.

Staff should wear gloves when cleaning and wash hands thoroughly before and after with soap and water.

Staff and committee members to be provided with appropriate PPE and materials for cleaning purposes.

Record keeping

Employers should make staff aware of the COVIDSafe app and the benefits of the app to support contact tracing if required.

Request that market co-ordinator has COVIDSafe app on phone.

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.

Ensure that contact details for NSW Health & SafeWork NSW are available if needed.

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

Yes