

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



Your COVID-19 Safety Plan

Hospitality

Business details

Business name	Bella's Pizzahouse Bar And Restaurant
Business location (town, suburb or postcode)	SUITE G08 31 LASSO RD GREGORY HILLS NSW 2557
Select your business type	
Restaurant and cafes	
Completed by	Massimiliano Macri
Email address	bellaspizzahouse@bigpond.com
Effective date	11 September 2021
Date completed	24 September 2021

Wellbeing of staff and customers

Exclude staff and customers who are unwell from the premises.

Agree

Yes

Tell us how you will do this

insuring all staff members or consumers are told immediately and get tested and to self isolate if any symptoms are shown.

Provide staff with information and training on COVID-19, including when to get tested, physical distancing, wearing masks and cleaning. Train staff in the process of how to collect and store contact details of patrons.

Agree

Yes

Tell us how you will do this

gather staff and perform training knowledge on how to properly contain and maintain the spread of covid-19. every day go throu the procedures on asking customers to sign in QR CODE and if they don't have a phone or a qr code card, keep records in writing on a daily bases. have meetings with staff to make sure that wearing masks is compulsory and also for customers.

Display conditions of entry including requirements to stay away if unwell and record keeping.

Agree

Yes

Tell us how you will do this

put up all appropriate posters and information as possible and visible to all customers and make sure they scan in or by booking on contact details.

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 gyms, entertainment facilities, hospitality venues, nightclubs and retail premises.

Agree

Yes

Tell us how you will do this

have your qr code in every section and keep a record book if customers don't have a phone.advertise your business on socials media and web page.

Encourage staff to access COVID-19 vaccination.

Agree

Yes

Tell us how you will do this

educate staff with all government knowledge what could be the consequences of not being vaccinated and to seek medical information and pay them if need day off to get vaccinated.

Physical distancing

Capacity must not exceed one person per 4 square metres of space in indoor areas of the premises and one person per 2 square metres of space in outdoor areas of the premises.

Note: This does not include a vessel used for commercial tours for scuba diving, snorkelling or whale, dolphin or marine animal watching if there are 50 or fewer persons on the vessel.

Agree

Yes

Tell us how you will do this

Display appropriate visible signage of the 4 square meter rule making sure the space does not go beyond 4 square meter rule

Ensure 1.5m physical distancing where possible, including:

- **at points of mixing or queuing**
- **between seated groups**
- **between staff.**

Agree

Yes

Tell us how you will do this

Put floor posters showing 1.5m apart. Directly telling customers to stay 1.5m apart.
Advertised at front of store before entering

Avoid congestion of people in specific areas where possible.

Agree

Yes

Tell us how you will do this

Control customers at entrance of store making sure rules of COVID 19 are explained.

Have strategies in place to manage gatherings that may occur outside the premises and in any designated smoking areas.

Agree

Yes

Tell us how you will do this

Display no smoking signs on premises and all appropriate signs relating to COVID 19 relating the 1.5m rule and 4 square meter rule

Singing and dancing by audiences is not allowed in indoor areas.

Patrons can only consume alcohol when seated in indoor areas.

Agree

Yes

Tell us how you will do this

Educate the customers and staff about the indoor rules stating those 3 rules also displaying visible signage

Ventilation

Review the 'COVID-19 guidance on ventilation' available on nsw.gov.au and consider which measures are relevant to your premises before completing this COVID-19 Safety Plan.

Agree

Yes

Tell us how you will do this

keeping all windows and access doors are open to circulate air through store and making sure the return air system is on

Use outdoor settings wherever possible.

Agree

No

Tell us how you will do this

{Empty}

In indoor areas, increase natural ventilation by opening windows and doors where possible.

Agree

No

Tell us how you will do this

{Empty}

In indoor areas, 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).

Agree

No

Tell us how you will do this

{Empty}

Ensure mechanical ventilation systems are regularly maintained to optimise performance (for example through regular filter cleaning or filter changes).

Agree

No

Tell us how you will do this

{Empty}

Consider consulting relevant experts such as building owners or facility managers, ventilation engineers and industrial or occupational hygienists to optimise indoor ventilation.

Agree

No

Tell us how you will do this

{Empty}

Hygiene and cleaning

Face masks must be worn by staff and customers in indoor areas, and by public facing staff in outdoor areas, unless exempt.

Agree

Yes

Tell us how you will do this

Supply staff and customers with face masks if they do not have one. If customers refuse directions they will be immediately not allowed to enter and sent out of store

Adopt good hand hygiene practices. Have hand sanitiser at key points around the

venue.

Agree

Yes

Tell us how you will do this

Adapt good hand hygiene by allowing staff members to wash and sanitise hands upon entry then following with wearing gloves. Supply sanitiser dispenses around store for staff and customers to use

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

Agree

Yes

Tell us how you will do this

Notify strata so they can therefore make sure that all paper towels are full and hand dryers are available as well hand sanitiser

Clean frequently used indoor hard surface areas (including children's play areas) at least daily with detergent/disinfectant.

Clean frequently touched areas and surfaces several times per day, and clean tables, chairs and any table settings between each customer.

Agree

Yes

Tell us how you will do this

Making sure all surfaces including hard surfaces are cleaned and sanitised every hour to prevent the spread of COVID 19 keeping it maintained.

Record keeping

Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, customers and contractors.

Agree

Yes

Tell us how you will do this

Having more than 1 QR code available to customers before entering store. Asking customers to show they have signed in and reminding them they must sign out when leaving. If customers do not have a digital device therefore much keep a record book available

Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in (keeping 1.5m physical distance between staff and patrons). QR codes should be clearly visible and accessible including at entrances to the premises.

Agree

Yes

Tell us how you will do this

Delegate 1 staff member on a daily basis to control the procedure on entering

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 it is not possible for check-in to occur, keep a record of the name, contact number and entry time for all staff, customers and contractors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.

Agree

Yes

Tell us how you will do this

They must stay outside and not enter premise

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

Yes