



**INDIGO**  
UNIVERSITY OF THE THIRD AGE

### **COVID Safe Plan for Indigo U3A**

1. Members, when attending Indigo U3A groups, classes, or functions, are required to always keep 1.5 metres apart, or as mandated by any current Victorian State Government requirements.
2. Members, when attending Indigo U3A groups, classes or functions are required to be at a density of not more than 1 person per 2 square metres of floor space, or as mandated by any current Victorian State Government requirements.
3. Members, when attending Indigo U3A groups, classes or functions are required to wear a face mask when indoors providing this is currently mandated by the Victorian State Government.
4. Hand sanitiser is to be provided at the entrance to all Indigo U3A venues. Members of Indigo U3A are requested to use the hand sanitiser when entering the room.
5. Sanitising wipes and cleaning liquid will be provided for Convenors or their assistants to wipe down furniture and any other frequently touched surfaces such as chairs, tables, door handles, lectern, light switches, technology, and air conditioning controllers after each class held in the Indigo U3A Activity Room at the Railway Station or other venue being used by Indigo U3A.
6. Attendance records for each class will continue to be used and will be completed by the Convenor or their Minder. Every person entering any Indigo U3A room venue is to be ticked off on this attendance record.
7. If a person is not currently enrolled for a class or activity, they are to ensure their name and phone number are included on the Attendance Sheet.
8. A QR Kiosk has been set up for checking into the Railway Station. All attendees must check in using the QR Kiosk with the iPad provided for this purpose. Alternatively use the QR code on display on the table just inside the entrance. Use the sign sheet if no other alternative available. Please ask the Convenor or Minder will assist you with the check in if you are unable to do this yourself.
9. Any member of Indigo U3A who is feeling unwell is asked not to attend a class or group to which they belong, but instead send their apologies and get tested for COVID 19.