



COVID-Safe Plan and Operating Policy

At Green Hat Workshop we are committed to the safety and welfare of all participants in our events, their communities and our team of facilitators at all times. Our duty of care extends to implementing thorough precautions and preventions in response to COVID-19 while preserving, as much as possible, the unique play-based, interpersonal and creative nature of our work.

This document is under ongoing assessment and change, as Australia's COVID-19 status is under ongoing and rapid change, Green Hat Workshop's related policies and procedures must be equally fluid in pre-empting virus transmission. Our policies will be regularly updated to reflect changes resulting from government and health organisation announcements and their implied effects on our unique situation and procedures. We are open to feedback from any qualified source. Copies of this policy are available on request to anyone.

[https://greenhatworkshop.com.au/covid-19/
bookings@greenhatworkshop.com.au](https://greenhatworkshop.com.au/covid-19/bookings@greenhatworkshop.com.au)

This document was created by Green Hat Workshop but is not a copyrighted document.

We strongly encourage seeking first-hand advice on all safety procedures from any experts relevant to your sector or industry.

Treatment and sanitizing procedures

Our incursion collection of PLANKS by Green Hat Workshop have been treated with a 50:50 solution of white spirit / Linseed oil, as is customary with most kindergarten blocks and wooden resources.

Between workshops our resources are sprayed with AGAR Counterflu Sanitizer.

(for Safety Data Sheet of this product, please see [HERE](#).)

Method: All resources emptied onto a tarpaulin and liberally sprayed with AGAR Counterflu sanitizer, left to dry for approx 15 mins, if possible, in the sun.

Purpose

- Outline the measures that we are taking to ensure safe and appropriate practices during our programs and events.
- Provide direction to partners, our team and participants, maintaining a consistent safe environment for all.

Requirement

As part of our return to schools we are committed to supporting the safety of students as well as our staff. As part of this we make a number of commitments:

Compliance with existing guidance and directions*:

- All staff entering school sites will be fully vaccinated with proof and wear a mask at all times
- To regularly sanitize our hands and 'high touch surfaces'
- Ensure staff do not attend work with any cold symptoms
- To adhere to Education Department caps on how many Incursion staff can work on site at a time
- To keep the required distance from staff and students

Enhanced measures

- Avoid entering staff rooms or any shared areas other than our working space
- To work in large gyms, halls or outside spaces for our programs
- Only have 1 staff member per class
- To have this COVID-19 policy accessible upon request

*Our thanks to Ryan Olsen and the team from 'Supreme Incursions' for drafting this list

Please note the following GHW preferences which should be discussed by school representatives:

- **Sanitizing our resources** - PLANKS sanitized between school events and Nüdel Kart between group events. Sanitizing PLANKS between groups will vastly reduce session lengths or group sizes.
- **Mixed age groups and classes** - A valuable element of Green Hat Workshop incursion experiences are the social interactions between ages and class groups, the isolation of class groups will remove this value.

Compliance and enforcement

- If the client unreasonably refuses to the above measures, Green Hat Workshop will discontinue the incursion.
- All schools & institutions maintain updated contact details for all staff and participants

Background

We believe the services that Green Hat Workshop provide are essential in nature, in that we prioritise opportunities and provocations for shared, self-directed learning, leading to improved mental health.

Isolation and distancing measures restrict children's independence and agency. The absence of dynamic, meaningful social interaction with peers has been identified as THE most damaging aspect of isolation, resulting from the Pandemic experience and some experts believe the impact on children will have deeply psychological and far-reaching effects.⁸

Our role at Green Hat Workshop is to provide an opportunity for children to express instinctive, self-directed Play behaviour as freely and in as unrestricted a way as possible, including the manipulation of their environment – The ability to affect one's environment is deeply connected to positive mental health and through managing incursion Play experiences effectively, we expect a flow-on positive impact on mental health for participants.

Green Hat Workshop is following the Victorian Department of Education and Training guidelines, the Safe Work Guidelines from the Australian Government, as well as the Victorian “Return to school operations guide” and are working closely with other organisations in our sector to maintain best practice in health and safety.

We believe the following steps will mitigate any possibility that Green Hat will be the cause of any viral transmission.

Steps we are taking.

Related to our Team:

- **Our team will primarily familiarise and follow all policy and practice already in place in any organisation we work.**
- Our team will **not** attend work when showing ANY symptoms. If any of our facilitators have a cold or flu-like symptoms they will immediately isolate and be tested and will be replaced. In the event of home-based COVID tests becoming available in Australia, our team will self test every three days so as to be optimally informed of our COVID-negative status.
- Our team will practise physical distancing, both from staff and participants, where practical and safe to do so.
- Should any indication arise that a participant has symptoms, Green Hat Workshop will close the program for cleaning until such time as an agreement is reached with your organisation.
- Hand sanitizer will be used by our team at regular times and will be made available for participants
- Increased distance will be provided between all elements during set-up and reset.

Related to participants in the program:

- Participants will be expected to thoroughly wash their hands before and after our programs.

For more information, questions and suggestions please contact our Operations Manager on
M: 0421-383-174 or **E: bookings@greenhatworkshop.com.au**

Resources / Footnotes

1. RETURN TO SCHOOL OPERATIONS GUIDE
<https://www.education.vic.gov.au/Documents/about/department/covid-19/health-and-safety-advice-return-school.pdf>
2. GOOD HYGIENE GUIDE
<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/how-to-protect-yourself-and-others-from-coronavirus-covid-19/good-hygiene-for-coronavirus-covid-19>
3. COVID-19 CLEANING INFO SHEET
https://www.safeworkaustralia.gov.au/sites/default/files/2020-05/COVID-and-Cleaning-info-sheet_26May2020_0.pdf
4. KEY PRINCIPALS
<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/other-resources/national-covid-19-safe-workplace-principles>
5. SOCIAL ISOLATION AND EFFECTS ON PUBLIC HEALTH
<https://www.phrp.com.au/issues/june-2020-volume-30-issue-2/how-the-covid-19-pandemic-is-focusing-attention-on-loneliness-and-social-isolation/>

Safety Data Sheet can be found at:

https://drive.google.com/file/d/1DLfxe0KVhrSVjHT2bhMS6xwGD93NT_uq/view?usp=sharing