



We value everybody's safety!

On Monday 16th of March, the STME team determined changes to policies & procedures due to the ever-changing climate of Corona Virus (COVID-19) in line with recommendations from the World Health Organisation and NSW Health.

From today, we will be implementing new hygiene requirements when working with others at our office as well as Social Distancing practices. Rest assured we are doing all we can to ensure the safety of our staff, clients, supporters and contractors.

Please note, that these are purely precautionary measures to preserve the health and safety of all our people and are not in response to any specific risk that has been identified.

Visitors will be encouraged to:

1. Wash their hands on arrival
2. Use hand sanitiser before handling pens, clipboards or paperwork
3. Answer a Corona Virus Questionnaire before entering offices for any appointment
4. Wash hands on departure

THE QUESTIONNAIRE:

1. Are you unwell with any of the following symptoms; respiratory symptoms, fever, cough, shortness of breath and breathing difficulties?
2. Is anyone in your household unwell with the above symptoms?
3. Have you been in contact with anyone diagnosed with Corona Virus or with any of the above symptoms?

OTHER MEASURES:

- Thorough daily cleaning of office surfaces – desks, phones, computers, pens, clipboards, benches, door handles.
- Self-isolation and work from home options for anyone who exhibits corona symptoms.
- Filming will continue, with the above precautions in place and will be conducted in well-ventilated areas and not in small offices.
- Handle only their own equipment and wash hand thoroughly before and after filming.
- Everyone will keep 1.5 metres apart prior to filming.
- During filming, everyone will be facing the camera, not each other.
- No-one should attend the panel if they exhibit any flu-like symptoms.

We will continue to put the safety of our community, staff & supporters first. Our thoughts are with those affected by the virus.

Kind Regards,
The Stronger Than My Excuses team.