

# Epidemic/Pandemic Policy

## Background

From time to time, infectious diseases develop into epidemics or pandemics, increasing the risk to the community. These occasions require specific policy targeted at the disease in question and general efforts at preparedness.

U3A Townsville wishes, where possible, to protect its members, volunteers and visitors from infection or contagion by epidemics and/pandemics.

U3A Townsville will facilitate through its policies and procedures, strategies designed to reduce risk to its members, volunteers and visitors.

All directives issued by authorized health officers and recognised medical authorities in relation to the epidemic or pandemic will be complied with.

Members are expected to ensure their own safety and to use U3A Townsville policy as well as other sources to be informed.

## Purpose

The purpose of this policy is to outline the strategies and actions that U3A Townsville intends to take to prevent the transmission of infectious diseases that are epidemics or pandemics, and to control the transmission of infectious diseases when a case/s is identified.

For the purposes of this policy, infectious diseases mean diseases caused by pathogenic micro-organisms, such as bacteria, viruses, parasites or fungi; the diseases can be spread directly or indirectly from one person to another. This policy is focused on infectious diseases that are declared to be an epidemic or pandemic.

This policy applies to all U3A Townsville members, volunteers and visitors.

## Policy

1. U3A Townsville Inc. will as far as possible, plan for and make advance preparations for the possibility that its operations will be affected by an epidemic or pandemic.
2. In the event of an epidemic or pandemic, U3A Townsville will:
  - 2.1 Do all in its power to minimise exposure to the illness concerned and provide support for members, volunteers, and visitors to take reasonable precautions to prevent infection or contagion including, if necessary, the suspension of classes and activities and the closure of the premises.
  - 2.2 At all times follow the directives of the Federal and the State of Queensland Government Health Departments current at the time.

**Presently members do not have to be vaccinated against COVID19.**

If the COVID situation changes, this policy, plus any changes deemed necessary, will be discussed at monthly committee meetings.

## Authorisation and Review

Author's Name	Issue Date	Version No.	Approving Person
Liz McDine	6 Oct 2022	2	Management Committee

# Epidemic/Pandemic Procedures

## Responsibilities

The U3A Townsville's Management Committee is responsible for:

- assessing the organisation's vulnerabilities in the light of the epidemic or pandemic.
- providing notice to members, volunteers and visitors that epidemic or pandemic procedures are in place.
- ensuring that members, volunteers and visitors are made aware of hygiene requirements to avoid infection.
- ensuring adequate supplies of products such as hand sanitizer, soap etc. are available for the use of members, volunteers and visitors, and for ensuring that appropriate cleaning is carried out to prevent the spread of infection via surfaces.
- the institution of administrative measures necessary to reduce the impact of the epidemic or pandemic on the U3A Townsville organisation.

Members, volunteers, and visitors are responsible for abiding by containment measures stipulated in the policy, advice from their medical adviser and all directives issued by the State of Queensland and Federal Health Departments.

## Processes

The following procedures apply in the event of the Management Committee giving notice that epidemic or pandemic procedures are in effect.

1. The Management Committee will consider the advice of Federal and the State of Queensland's Health Departments in relation to best practice operation to avoid risk to members, volunteers and visitors.
2. Potentially infected members, volunteers and visitors, will be promptly informed of a confirmed infection by the Class Coordinator or Office Coordinator with the current Federal and the State of Queensland's Health Departments regulations and procedures.
3. The Management Committee will consider on a continuing basis, presently monthly, whether any events involving the attendance of members, volunteers or visitors should be changed, rescheduled or cancelled to minimise the risk of infection.
4. The Management Committee will abide by the Federal and the Queensland State Government's instructions current at the time, regarding limits on numbers of participants, social distancing, hygiene requirements, duration of activities and risk to the health of members, volunteers and visitors in determining when normal activities might resume.
5. The Management Committee will only permit the resumption of normal operations in accord with Federal and the State of Queensland Health directives.
6. The Management Committee will to the best of its ability, ensure that members and volunteers are kept informed of milestones in its decision making about their safety and welfare during the epidemic or pandemic. Members will be informed of committee decisions by bulk e mail and U3A Townsville newsletter by the Class Coordinator/Office Coordinator.

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