

## Hastings Sunrise Community Policing Centre's Abridged COVID Plan:

The HSCPC has extensive protocols in place to reduce and mitigate the risks presented by the COVID-19 situation. Below are some of the ways that we are keeping the public and our team safe.

### Visitors

- Our office is open to the public. However, please consider phoning or emailing instead of visiting in person.
- Requirements for entry have been posted at the front door including health check guidelines.
- Only one visitor is permitted in the office at a time, with the exception of visitors who come as a pair.
- Visitors are required to wear a mask unless they are precluded due to a health reason. If a visitor does not have a mask then they can call the office and communicate over telephone, or we can provide a mask.
- A safety screen has been installed at the front counter to keep visiting community members, volunteers, and staff safe.
- Copies of brochures have been removed from the front office to avoid unnecessary touching of surfaces. Brochures will be available to be handed out individually when appropriate.
- Visitors will be asked to voluntarily submit their names in case contact tracing becomes necessary

### Office

- All staff and volunteers perform a daily health check before attending the office or events.
- Office volunteers must wear a mask when another person enters the office area, including members of the public. Visitors, staff, and volunteers will wear masks when they move through or occupy common areas and anytime that 2 metre spacing cannot be maintained.
- Communal spaces and high contact areas are cleaned regularly.

## Volunteer Programs

- Each of our volunteer programs have specific and extensive protocols in place.
- A minimum distance of 2 metres from others must be maintained indoors and outdoors at all times.
- In the rare instance that social distancing cannot be maintained, masks are required.
- Close contact between community members and volunteers is to be avoided.

## Events

- Outreach meetings and presentations are done virtually as often as possible. In person meetings require 2 metre separation and handwashing before and after event.
- Events of any size must follow current Provincial Health Orders and should take into account:
  - Appropriate 2 metres physical distancing
  - Outdoor venues are preferable to indoor
  - Avoidance of serve yourself food set-ups
  - Personal Protective Equipment should be used when social distancing is not possible but should not be relied upon as a primary strategy

***We continue to revise our safety protocols based on the latest guidance from provincial health authorities.***