

COVIDSAFE EVENT GUIDE SHEET – TOILET FACILITY AREAS

This document is developed to assist the entertainment and events industry in South Australia to deliver COVIDSafe events that protect workers, patrons and the South Australian community.

This guideline supports [‘South Australian events COVID-19 Guideline’](#).

We recommend that people using this guide sheet keep up to date with current information available on the SA Government website www.COVID-19.sa.gov.au.

If you are required to develop a COVID Management Plan then detailing the management of toilet areas will be a key consideration for SA health to approve your plan.

Note: The strategies below are only a guide, if you determine other strategies will be adequate and applicable to your event, then proceed with them.

<p>Density</p> 	<ul style="list-style-type: none"> - If using a toilet block measure the available space within the block to determine capacity. - Install a capacity sign at the entry to the toilet, if using a toilet block. - Assign a person to monitor the capacity requirements as part of their role.
<p>Physical distancing measures</p> 	<ul style="list-style-type: none"> - Have adequate numbers of toilets available based on the capacity (maximum on site at a time) to limit queuing and provide a comfortable physical distancing environment. - If you can, design a separate in and out layout for toilet facilities. - If you know that you will have queues with the toilets available i.e. single portable toilets, at peak times etc., then measure the queuing area so that you provide for adequate distancing i.e. 8 people queued will require at least 12 metres. - If practicable install markings on the ground in areas that are subject to queuing to indicate adequate physical distancing gaps.
<p>Tracing</p> 	<ul style="list-style-type: none"> - Limit the number of people assigned to clean toilets for easier tracing. - Record cleaning workers names, phone and/or email records and days/times of work. If a contractor is used to provide cleaning, then request this is managed by the contractor and that the records must be available if requested by you/an authorised officer. Include these requirements within your contractual arrangements.
<p>Hygiene</p> 	<ul style="list-style-type: none"> - Include hand wash (soap and water and paper towel) and hand sanitiser. dispensers (if hand washing not available) in toilet facilities for workers, volunteers, contractors and patrons. - Install prominent signage to guide workers and patrons to use hand wash facilities i.e. Entry to toilet, behind cubicle doors, at hand washing / sanitising points. Signage can be found here at the bottom of the linked web page. - Ensure adequate rubbish bin availability for patrons to dispose of rubbish and include the locations on your site plan.

	<ul style="list-style-type: none"> - Where practicable, install bin liners to minimise cleaner contact with rubbish material. - Programme “out of service hours” cleaning for more robust sanitisation if your event operates over multiple days. - Ensure adequate PPE is available for cleaners and that it is worn and replaced regularly i.e. disposable gloves.
<p>Training</p>	<ul style="list-style-type: none"> - Ensure all cleaning workers have completed an online COVIDSafe awareness training module. - Induct cleaning workers on site safety and emergency including COVIDSafety. Have up to date information available on the site information board and ask that they perform good physical distancing and hygiene and stay home if they are unwell.
<p>Monitoring for Non-Compliance</p>	<p><i>Toilet areas are subject to materials being exhausted (leaving none left) through an event if they are not effectively maintained and monitored, this will lead to a lowering of COVIDSafe hygiene standards and a poor representation of your event to patrons accessing toilets.</i></p> <ul style="list-style-type: none"> - Have COVIDSafe supervisors (a male and a female if possible) monitor the site including toilet areas and report to area manager/supervisor positives seen and areas for improvement. - Use a checklist or an App (that allows you to build a checklist) for the toilet areas that a cleaner can use to record their maintenance of materials and cleaning undertaken. <p><i>Note: There are free Apps available that allow checklists to be built.</i></p>
<p>Consult</p>	<ul style="list-style-type: none"> - Consult with toilet service providers (if engaging their services) to determine if hygiene facilities are included with the toilet supply and how they will be maintained. - Consult with your cleaning provider (if using one, if not, develop your own) to develop a cleaning programme that includes: <ul style="list-style-type: none"> - toilet area requirements; and - high touch areas i.e. taps, door handles, flushing points etc.; and - maintenance of hygiene materials.
<p>Incident management</p>	<ul style="list-style-type: none"> - Have an incident management procedure. - Ensure first aiders apply PPE if attending an incident i.e. a laceration. - If a person presents with flu type symptoms have a separate treatment area to general first aid (have a mask available for the patient to wear). - Have an isolation/exclusion sanitising and cleaning plan for areas of contamination.