

COVID SAFE SOUTH AUSTRALIA

Frequently Asked Questions

Emergency Management (Public Activities No. 7) (COVID-19) Direction 2020

Do I need a COVID-Safe Plan?

COVID-Safe Plans will continue to be required for defined public activities. Those with an existing COVID-Safe Plan do not need to complete a new plan.

Businesses and defined public activities that do not currently have a COVID-Safe Plan must complete a plan before they can commence. The COVID-Safe Plan is available [here](#).

What is a defined public activity?

A defined public activity means:

- onsite purchase and consumption of food or beverages (whether occurring in an indoor or outdoor area);
- sport (including sports training), fitness or recreation activities;
- indoor public meetings;
- ceremonies;
- weddings (including wedding ceremonies and receptions);
- funeral services (including a wake);
- provision of personal care services;
- provision of public entertainment;
- provision of recreational transport;
- the operation of a nightclub;
- the operation of relevant licensed premises;
- the operation of a casino or gaming area (within the meaning of the *Gaming Machines Act 1992*);
- auctions and inspections of premises for the purpose of sale or rental of any property; or
- driver instruction.

What types of businesses are required to keep a record of attendees/do contact tracing?

The businesses required to keep records for contact tracing are: Gaming Machine venues, indoor fitness classes, indoor public meetings, personal care services, ceremonies, weddings (including wedding ceremonies and receptions), funeral services (including a wake) auctions and inspections of premises for the purpose of sale or rental, provision of recreational transport, and driver instruction.

What is contact tracing?

A person is required to make and retain contact tracing records for people attending a public activity, those records must include the following details in relation to each person attending the time and date of the activity, the name of person attending (unless the person refuses to provide their name) and the phone number or email address of person attending (unless the person refuses to provide a phone number or email address).

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This must be produced for inspection at the request of an authorised officer and may only be used for the purpose of contact tracing in relation to COVID-19 and must not be used for any other purpose.

Does my cinema/theatre need to do contract tracing?

No. Entertainment (e.g. cinemas, theatres) are not required to keep a contact tracing record.

Who must complete a COVID-Safe Plan?

A person must not conduct, or be involved in the conduct of, a defined public activity unless they have completed a COVID Safe Plan. A defined public activity means any of the following:

- onsite purchase and consumption of food or beverages (whether occurring in an indoor or outdoor area);
- sport (including sports training), fitness or recreation activities;
- indoor public meetings;
- ceremonies;
- weddings (including wedding ceremonies and receptions);
- funeral services (including a wake);
- provision of personal care services;
- provision of public entertainment;
- auctions and inspections of premises for the purpose of sale or rental of any property;
- driver instruction.

Note: Other businesses may voluntarily choose to complete a Plan.

I manage a library, so we have to do a COVID-Safe Plan?

Libraries are no longer a defined public activity, and therefore do not need a COVID-Safe Plan.

I run a tour bus company. Do I have to do a COVID-Safe Plan?

Yes. As recreational transport (tour buses), are now a defined public activity, you will need a COVID-Safe Plan. Contact tracing records must be kept, density requirements do not apply to this activity.

I have completed my COVID-Safe Plan, what are my obligations?

You are obliged to keep the Plan available for inspection by an authorised officer, if you are required to retain records of contact details you must make those available upon request of an authorised officer. This can be in a printed or electronic format.

The COVID-Safe Plan contains a lot of obligations and recommendations, what does this mean?

Obligations are those areas of the plan you must do. Failure to undertake the obligations may result in a \$5,000 fine. Recommendations are designed to guide you in creating an environment which is as COVID19 safe as possible. It is however acknowledged that it may not be possible to achieve all of the recommended actions, but should attempted to comply to the best of your ability.

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I work at multiple venues. Do I need to complete my own plan in addition to the venue?

If the work you do comes under the list of 'defined public activities' you need to do your own plan once to use at multiple venues. You should also be aware of the plans of any venues you use. This may be as simple as ensuring they have a plan in place and that you follow the requirements when using the venue.

What are the activities that don't need a new COVID-Safe Plan?

Businesses and defined public activities that have already completed a COVID-Safe Plan will **automatically receive** a new Plan outlining revised venue capacity (recalculated based on the room sizes originally supplied using the one person per two square metres rule), as well as revised obligations and/or recommendations. This commenced distribution on 27 June 2020.

I own a premises with multiple users/vendors. Who is responsible for the COVID Management Plan?

If a place is used for defined public activities, meetings or prescribed gatherings conducted by different people / multiple users/vendors, as owner, or the person with care, control and management of the place, you are responsible for submitting a COVID Management Plan. Alternatively, the person organising or conducting the activity can submit the plan.

What is a COVID Marshal required for?

As of the 21 August 2020 a COVID Marshal is a person who must supervise prescribed operations.

What are the requirements to be a COVID Marshal?

A COVID Marshal must:

- Be 18 years of age or more;
- Complete the required training and keep records of the training to provide to an authorised officer on request; and
- Take reasonable steps to visually identify as a COVID Marshal.

What is a COVID Marshal required to do?

A COVID Marshal is required to:

- Promote and take practical steps to ensure infection control practices (e.g. frequent handwashing) are followed by people involved in the operations (patrons, employees and contractors);
- Promote and take practical steps to ensure people participating in the operations are complying with density requirements, physical distancing principle;
- Must ensure that all COVID Safe Plans and COVID Management Plans (where relevant) or specific policies/protocols in relation to the prevention of coronavirus are effectively implemented and monitored;
- Ensure the environment is appropriately established and there is sufficient seating, hand washing facilities and cleaning regimes; and
- Be present supervising prescribed operations at all times (except where the site operates for 24hrs where at all times means times of high patronage).

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Which activities require COVID Marshal?

A COVID Marshal is required for the following operations:

- The onsite purchase and consumption of food or beverages (indoor and outdoor);
- Ceremonies;
- Supermarkets;
- Hardware stores;
- Distribution centres (including associated transport operations);
- Gymnasiums and fitness centres;
- Swimming pools used by the public;
- Social and sporting clubs;
- Any activity where a COVID Management Plan is required; and
- Any operation which may be defined by the state coordinator.

What businesses need to create a COVID Management Plan?

A COVID Management Plan is required in respect of each of the following:

- if more than 1 000 persons are reasonably expected to be present at or participating in the activity;
- the onsite purchase and consumption of food or beverages at a place where the total number of persons present at the place for the purpose of the purchase and consumption of food or beverages is reasonably expected to exceed 1 000 people;
- the operation of a nightclub;
- the operation of relevant licensed premises.

Does the 1.5 metre rule still apply?

Yes. We strongly encourage people and businesses to practice physical distancing of 1.5 metres wherever and whenever possible.

Are adult entertainment businesses permitted to open?

Yes, but only after an approved COVID Management Plan is approved by SA Health. Entertainment of a sexually explicit nature (being entertainment within the meaning of paragraph (a) of the definition of prescribed entertainment in section 105(6) of the Liquor Licensing Act 1997) may be provided under a condition of the relevant licence.

The operation of the activity is also governed by the 1 person per 2 square metres rule and requires physical distancing.

What is the maximum number of attendees allowed at weddings?

The maximum number of attendee permitted at a wedding is 100 people, or if at a private residence 10 people.

The cap of 100 persons applies regardless of the venue (such as a hotel or other entertainment premises) at which a wedding is held. If a wedding is held at a private residence the maximum number is 10.

If the service includes any food or beverages or provision of a liquid or edible items, shared utensils are not to be used.

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We strongly encourage people to practice physical distancing of 1.5 metres wherever and whenever possible.

What is the maximum number of attendees allowed at a funeral service?

The maximum number attendees permitted at a funeral service (including a wake) is 100 people.

The cap of 100 persons applies regardless of the venue (such as a hotel or other entertainment premises) at which a wake is held, or is 10 people if held at a private residence.

If the service includes any food or beverages or provision of a liquid or edible items, shared utensils are not to be used.

We strongly encourage people to practice physical distancing of 1.5 metres wherever and whenever possible.

Does there need to be a record of attendees at a wedding or a funeral?

Yes, all persons to who attend a wedding or funeral are required to provide their name and phone number or email address. The person providing the service retains a record of those contact details and produces them at the request of an authorised officer.

The Contact tracing form is available for download at www.sa.gov.au.

What is the definition of a nightclub?

Nightclub includes (but is not limited to) licensed premises under the Liquor Licensing Act 1997 where the principal purpose of, or predominant activity at, the premises is the playing of loud, amplified music and dancing.

Do nightclubs have to complete a COVID Management Plan to operate?

Yes. Nightclubs must have an approved COVID Management Plan to be allowed to operate their dancefloor and play loud, amplified music.

Until they have such a plan in place, they are only allowed to operate as a bar/pub (that is, they can open to the public and sell alcohol to seated patrons), but they must keep their dancefloor closed and not play loud, amplified music).

If we have drinking in our bar, but no dancing, do we need a COVID-Safe Plan or COVID Management Plan?

You will need a COVID-Safe Plan if the number of patrons is reasonably expected to be less than 1,000.

You will need a COVID Management Plan if the number of patrons is reasonably expected to exceed 1000, or unless any part of the premises is used for the purpose of playing loud amplified music and dancing (in the manner of a nightclub).

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I want to hold a celebration. Can I, and what are my requirements (capacity and catering)?

The following applies to events such as 21st Birthday parties, engagement, baby showers etc.

Maximum capacity requirements

Note: This does not relate to weddings or funerals (including wakes) where the cap is 100 people.

- **At a private residence....**

At any one time, you are permitted to have 10 visitors at your private residence.

Note: The maximum number of people permitted at private residences at any one time for a private gathering is 20.

Eg. If you have four people residing at your house, the maximum you can have at a gathering is 14 (4 residents + 10 visitors = 14).

The capacity allowed in your private residence is subject to the 1 person per 2 square metres rule.

- **At a public park.....**

There is 100 person maximum permitted if holding a celebration at a public park but, the 1 person per 2 square metres rule applies.

- **On our farm...**

There is 100 person maximum permitted if holding a celebration at a farm or similar but, the 1 person per 2 square metres rule applies.

- **At a hotel/pub/restaurant/function centre....**

The 1 person per 2 square metres rule applies.

If your event is being held at a 'relevant licenced premises' at which more than 1000 people are expected to be present, a COVID Management Plan will need to be completed by either the venue or the event organiser.

Note: Where the event is being hosted at a 'relevant licensed premises' or 'nightclub' as defined by the direction, dancing and the consumption of liquor is not permitted.

Catering requirements

Cocktail functions, self-serve buffets or grazing tables are not permitted.

All alcohol must be consumed whilst seated.

Note: If you remain at the same table, food allocated to your table can be shared amongst people who are at your table.

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I live with a large family which has more than 10 people in it and we all reside in one house. How many people can we have over to visit for a gathering?

As your family has 10 people in it that reside in one house, you are permitted to have 10 visitors and therefore a maximum of 20 people at your gathering.

Can people dance in nightclubs?

Yes, as long as you have an approved COVID Management Plan.

Our licensed premises has a band/DJ/musician playing. Can our patrons dance and drink?

Yes, as long as the business has a COVID Management Plan.

We are a Karaoke venue. Can our patrons dance and drink?

Yes, as long as the business has a COVID Management Plan.

How do I calculate the maximum number of people allowed at my business/premises?

There is a [calculator](#) on the sa.gov.au where you can enter the dimensions of a room or space, in metres, to find out the area and maximum number of people allowed.

What is the maximum number of people I can have over at my house for a gathering?

The maximum number of people permitted at private residences for private gatherings is 10. This includes children.

Are dance classes permitted? How many participants are allowed?

Yes, indoor group fitness classes are permitted and are subject to the 1 person per 2 square metres rule. So the size of the room/venue will determine the capacity.

Do we have to be seated for eating and drinking at cafés, restaurants and licensed venues?

Yes. Food and drink service must be seated at all cafes, restaurants and licensed venues.

Can we drink and stand to watch soccer/football/netball at our local club?

No. The consumption of alcoholic beverages by spectators at a sporting event is only permitted while seated.

Can I open the buffet bar / salad bar?

No. Communal food service areas are not permitted to be opened, including buffet and salad bars which includes self-service.

Can I serve share plates (e.g. tapas, pizza, bread) at tables?

Yes. You can serve share plates to a table if it is to be shared amongst people who are part of the same group.

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Can I sit at the bar at the pub and eat and drink?

No. Food and beverages (including alcohol) are only consumed by patrons while seated at tables that are physically separate from any bar or other area for taking orders.

If we go to a restaurant as a group, do we have to physical distance?

No. The physical distancing principle does not apply to people who attend a restaurant (or similar) as a group and are seated at the same table together.

Can I serve platters/boards?

As above, you can serve shared platters/boards to a table if it is to be shared amongst people who are part of the same group.

For example, you cannot have a platter available for all guests attending an event, but you can have a platter available for people seated at a table together that are part of the same group.

Do I have to separate the tables at my café by 1.5m?

We strongly encourage people and businesses to practice physical distancing of 1.5 metres to the best of their endeavours.

Note: The capacity allowed in your café is subject to the 1 person per 2 square metres rule.

My restaurant has booth seating, how do we manage the 1.5 metre rule and capacity?

We strongly encourage people and businesses to practice physical distancing of 1.5 metres to the best of their endeavours.

Note: The capacity allowed in your restaurant is subject to the 1 person per 2 square metres rule.

Can I hold a BBQ/sausage sizzle (e.g. at a community club)?

Yes, this is considered as takeaway food, but certain measures must be taken to reduce the risk of infection, including:

- > People being served must practice physical distancing when lining up to order and practice good hygiene.
- > No self-service of condiments etc. (person serving the food must apply condiments).
- > Cooked food must be protected from contamination and stored away from the area where orders are placed.

Are food courts open?

Yes. Food courts are open for seated dining.

Can I purchase food or drink from an automated machine at a service station or take away?

Yes, it can be consumed on or off site however self-serve condiments from a buffet cannot be provided.

Can we serve food and drink at our mini-golf/pool hall/tenpin bowling business?

Yes. At recreational facilities such as mini-golf, pool tables, tenpin bowling, food and beverages may be consumed by patrons while using those facilities provided that:

1. the consumption of food and beverages occurs in an area that is physically separate from any bar or other area for taking orders; and

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2. patrons remain generally in the vicinity in which they or their group (as the case may be) are using the recreational facilities; and
3. shared equipment (such as golf clubs, pool cues or bowling balls) and frequently touched surfaces are cleaned between use by different individuals or groups (as the case may be).

I manage a golf course. Can we sell food and alcoholic beverages for consumption on the golf course?

Yes, that is permitted if you sell food and beverages for consumption on the golf course at a place that is physically separate from the bar and patrons generally remain on the golf course.

Are fitness classes still restricted in size?

Fitness classes are subject to the 1 person per 2 square metre rule and must maintain contact tracing records.

I own a Shisha bar. Can I open?

Yes, however the use of Shisha/Hookahs at these venues is not permitted, but the sale of food and beverages is permitted.

I own a beauty/nails/tattoo/massage business. What is the capacity I am allowed?

These businesses are subject to the 1 person per 2 square metres rule, so the size of the business premises will determine the capacity.

We strongly encourage people and businesses to practice physical distancing of 1.5 metres wherever and whenever possible.

For contact tracing, all persons to whom the services are provided are required to provide their name and phone number or email address. The person providing the service retains a record of those contact details and produces them at the request of an authorised officer.

The Contact tracing form is available for download at www.sa.gov.au.

Are spas and saunas permitted to be open?

Yes, spas and saunas are permitted to be open and are subject to the 1 person per 2 square metre rule. We strongly encourage people and businesses to practice physical distancing of 1.5 metres wherever and whenever possible.

Can we open the communal showers at our premises?

Yes, communal showers are permitted to be open.

Can indoor play centres open?

Yes, indoor play centres are permitted to be open.

The 1 person per 2 square metres rule applies and so the size of the venue will determine the event capacity. We strongly encourage people and businesses to practice physical distancing of 1.5 metres wherever and whenever possible.