

# Fact Sheet 7: COVID-19

## Protecting Your Health-The College & You

### Danford College Policy Statement

The College takes the health and safety of its employees and students seriously and abides by all health and safety legislation as stipulated by Worksafe Victoria in minimising the hazards and harm to all. The College recognises the roles and responsibilities of all parties including the employer, employees, staff and students in ensuring the College is safe. Danford College takes all reasonable steps and precautionary measures to stop the spread of Corona Virus 19 in line with Australian state and Federal health departments and international best practice models.

### What is Corona Virus 19?

Coronaviruses are a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases.

### How is Corona Virus Transmitted?

COVID-19 spreads through close contact with an infected person and is typically transmitted via respiratory droplets (produced when an infected person coughs or sneezes). It may also be possible for a person to acquire the disease by touching a surface or object that has the virus on it and then touching their own mouth, nose or eyes, but this is not thought to be the main way that the virus is spreading in this pandemic.

### What are the symptoms of Corona Virus?

Symptoms of COVID-19 can range from mild illness to pneumonia. Some people will recover easily, and others may get very sick very quickly. People with coronavirus may experience symptoms such as:

- fever
- respiratory symptoms
- coughing
- sore throat
- shortness of breath

Other symptoms can include runny nose, headache, muscle or joint pains, nausea, diarrhoea, vomiting, loss of sense of smell, altered sense of taste, loss of appetite and fatigue.

### How do I know that the College is safe place to study?

The College eliminates or reduce risks of coronavirus (COVID-19) exposure for those who work on or attend the College by ensuring that:

- The College is cleaned regularly and thoroughly
- Everyone practices physical distancing & good hand hygiene (hand washing facilities are well stocked and in good functioning order)
- The layout of the College promotes physical distancing where possible
- Anyone who is identified to be close contacts of a person with coronavirus (COVID-19) by DHHS do not attend the college until told by DHHS that their quarantine period has ended
- Anyone who is unwell stays home, particularly if they are awaiting a coronavirus (COVID-19) test result or have been confirmed to have coronavirus (COVID-19)
- Visitors to the College who are not staff and not essential to its functioning are limited

- The number of people at the College at any given time is limited
- All staff are provided with clear information and appropriate training and instruction on measures that will reduce their risk of contracting coronavirus (COVID-19) which could include hand washing, how to clean and disinfect surfaces, and when to stay at home.
- Everyone knows what to do if they feel unwell or suspect they've been infected, according to the information provided by DHHS (<https://www.dhhs.vic.gov.au/victorian-public-coronavirus-disease-covid-19>)

The College has implemented a number of measures to limit exposure to the virus and protect the health of staff, students and visitors. These include:

Danford College has a detailed COVID SAFE Plan in place and enforces strict protocols for social distancing, cleaning and sanitation, the wearing of masks and hand sanitation as required.

### What are my responsibilities regarding COVID?

- a. Your Health: Protecting the health of everyone is our priority and so if you are planning to come into the College it is vital that you are well. Please do not come to College if you are suffering any of the following symptoms: sore throat, cough, temperature, shortness of breath. Please go and get tested and cleared by a medical professional before you come to College. For more information on corona virus testing visit: <https://www.dhhs.vic.gov.au>
- b. Entering the College & Signing In: Entering the College will be via the main door which will be opened by ringing the doorbell. It is necessary that the College has a record of everyone who enters the College and so you will be asked to sign the Register at Reception and provide your mobile phone number for traceability. Your trainer will also mark your attendance.
- c. Wearing of Masks: As designated by the Department of Health and Human Services it is mandatory that whilst travelling on public transport.
- d. Hand Sanitation-Sanitising hand gels have been placed at Reception and in each class room. It is necessary that you sanitise your hands upon entering and leaving the class room and the College and clean and sanitise your hands thoroughly before and after eating, and after blowing your nose, using the toilet, coughing etc. Please observe strict personal hygiene measures to keep everyone safe.
- e. Student Lounge Areas: Once your class is finished please arrange to go home. Please do not congregate in the student kitchen or lounge areas due to social distancing measures and to minimise contamination.

### Where can I get help if I want to discuss my personal or academic issues?

Your Trainer is always available to discuss any issues related to your study.

### Student Support Services

A team of student support officers are available to all students to assist with their queries through phone calls and email.

### Counselling Services

The registered counsellor will arrange for video call should you require help or where you are facing issues dealing with the spread of coronavirus.

### Where to obtain more information

<https://www.dhhs.vic.gov.au/coronavirus>

[Department of Health, DFAT Smart Traveller  
the World Health Organisation.](#)

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/how-to-protect-yourself-and-others-from-coronavirus-covid-19/quarantine-for-coronavirus-covid-19>

<https://www.healthdirect.gov.au/flu-vaccine-faqs#:~:text=Generally%2C%20children%2C%20adults%20and%20pregnant,apart%2C%20in%20their%20first%20year.>

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert/coronavirus-covid-19-restrictions>

<https://www.dhhs.vic.gov.au/victorian-public-coronavirus-disease-covid-19>

<https://www.worksafe.vic.gov.au/coronavirus-covid-19>

<https://www.dhhs.vic.gov.au/planning-and-responding-coronavirus-covid-19> <https://www.dhhs.vic.gov.au/preventing-infection-College-covid-19>

<https://www.business.vic.gov.au/disputes-disasters-and-succession-planning/coronavirus-covid-19/coronavirus-business-support> <https://www.business.vic.gov.au/disputes-disasters-and-succession-planning/coronavirus-covid-19/coronavirus-business-support>

<https://www.dhhs.vic.gov.au/preventing-infection-College-covid-19>

<https://www.dhhs.vic.gov.au/planning-and-responding-coronavirus-covid-19>

<https://www.worksafe.vic.gov.au/coronavirus-covid-19>

<https://www.business.vic.gov.au/disputes-disasters-and-succession-planning/coronavirus-covid-19/coronavirus-business-support>

*Disclaimer; The information provided in this Fact Sheet is up to date as per the latest guidelines published by the Victorian Government Department of Health & Human Services at April 2021. This information is subject to change and the College will update the guidelines in accordance with the any changes in government directives*