

Galleries & Museums COVID Safe business plan

PLANNING

Our decision making is guided by government directives and information, industry guidelines and Council procedures.

We followed the timeline and phasing outlined in Queensland State Government's *Roadmap to Easing Restrictions* (Stage 1-3). We are now following Queensland's COVID Safe Future (Stage 4-Stage 6): The stepped approach has three key stages:

STAGE 4 from 1 October 2020 - (subject to results of COVID safe check point)

STAGE 5 from 17 November 2020 - (subject to results of COVID safe check point)

STAGE 6 from 1 December 2020 - (subject to results of COVID safe check point)

This plan also incorporates Queensland State Government's [current restrictions](#).

For each stage we will develop a *COVID SAFE Business Plan* that will be displayed in each venue and on the [galleries and museums website](#). This plan was updated 14 April 2021.

COMMUNICATIONS

We will keep our visitors updated through the following channels:

- [Galleries and museums website](#)
- [Galleries and museums Instagram](#)
- [Galleries and museums NOW newsletter](#)
- Gallery and museum in-venue signage

SOME SERVICES WILL BE LIMITED

- Visitors are welcome to use the visit the venues for an unlimited timeframe following social distancing requirements and wearing a face mask when social distancing is not possible.
- The maximum number of people who can be in each venue, is determined by the one person per 2 square metre rule.
- In-venue events are being re-introduced in a planned staged approach. Each event will comply with a COVID safe checklist. Activities and resources will continue to be offered online.
- In-venue event attendance will be limited in line with social distancing requirements and by the one person per 2 square meter rule. Outdoor events will comply with social distancing (1.5m) guidelines.
- As directed in the [Restrictions on Businesses, Activities and Undertakings Direction](#) -
- contact information (name, phone number, email address, and the date and time period of your visit) of staff and guests entering our galleries and museums will be recorded. For convenient check in, Council is using the [Check in Qld app](#). To download the app or for more information please visit [Check in Qld](#).

SOCIAL DISTANCING, HYGIENE AND RISK MITIGATION MEASURES

Social distancing and hygiene are continuing conditions that will allow us to reopen and help keep everyone safe.

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What you can do

- Comply with the current Queensland Government *Border restrictions Direction* restrictions on people entering Queensland from a COVID-19 hotspot
- Comply with Queensland Health recommendation to wear a face mask when social distancing is not possible
- Maintain a social distance of 1.5 metres
- Practice good hygiene - wash your hands regularly, cough and sneeze into your elbow
- Stay at home if you're sick
- Use cashless payment

What we are doing

- Displaying information to advise visitors to stay home if unwell
- Displaying signage promoting social distancing and hygiene
- Marking the floors to manage social distancing
- Increased cleaning, with priority on high contact areas such as counters, equipment and computers
- Provide visitors and staff antibacterial wipes and hand sanitiser
- Rearranged furniture to facilitate social distancing
- Separate entry and exit points at each venue where possible
- Promoting cashless payment method
- Offering QR code check-in for the convenience of our visitors.