

COVID-19 Terms and Conditions

Caboolture Hub - Learning and Business Centre

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This document outlines how the Learning of Business Centre of the Caboolture Hub will operation during the COVID-19 pandemic. These conditions may be updated as requirements change from the Queensland Government. Agreement to the Learning and Business Centre's standard Terms and Conditions found on the Room Hire Application indicate agreement to the COVID-19 conditions listed below.

Commitment

- The Learning and Business Centre are committed to working alongside hirers to prevent the spread of COVID-19, by:
 - Operating under the Retail Food Services Industry COVID Safe Plan, on display in venue; and
 - Providing professionally cleaned and regularly disinfected facilities, multiple hand sanitiser stations, soap and water, individually packaged catering/condiments and single-use tableware.
- Hirers are required to be responsible for the below conditions being met to protect the health and safety of themselves and their group, and those in their vicinity.
- Hirers must ensure that any additional requirements for their specific activity as detailed in the Queensland Public Health Direction are met.
- Hirers must have an up to date Work Health and Safety (WHS) Plan in place, including strategies to manage COVID-19.

Social Distancing and Maximum Capacities

- All patrons are to apply social distancing measures as set by Queensland State Government for indoor venues that is current for the date of their booking.
- Information regarding maximum room capacities and description of available furniture set ups can be found on the Learning and Business Centre's website.

On Arrival to the Venue

- Hirers are required to ensure they and their group:
 - Don't have any symptoms associated with COVID-19 (eg: fever, cough, sore throat, shortness of breath, loss of sense of smell or sneezing/runny nose);
 - Don't have COVID-19 or are waiting for results of a COVID-19 test;
 - Haven't been in contact with any known or suspected cases of COVID-19 in the past 14 days; and
 - Haven't returned or been in contact with anyone else who has returned, from overseas or a hot spot in the past 14 days.
- All patrons are required to sign in using the QLD app at Level 1 reception. Staff will be able to sign in anyone who doesn't have the app.

Use of the Facility

- Hirers and their group are required to follow good personal hygiene practises as outlined by Queensland Health.
- The hired function space will be set up to comply with Queensland Government restrictions and social distancing requirements and will be handed over to the hirer as such.
- The hirer is responsible for the activities occurring within the hired space for the duration of their event, including the cleanliness of the space ie: disinfecting commonly touched surfaces and equipment between use etc.
- Attendee numbers must not increase above the figure nominated on your Room Hire Application form. The Learning and Business Centre reserves the right to refuse entry to additional attendees if required.
- Shared spaces (ie: foyers, coffee stations etc) will be compliant with Queensland Government restrictions and social distancing requirements.
- Mingling in shared spaces is not permitted; hirers and their groups are required to use these areas as needed and return to their hired space directly thereafter.

Refusal of Entry

- The Learning and Business Centre reserves the right to refuse entry to any patron breaching the above measures.