

Information for canteens regarding the Coronavirus (COVID-19)

The Department of Education has updated the Week 4, Term 2, 2020 Operating Guidelines for Western Australian Public Schools. Relevant details from the guidelines, specific to canteens (and P&C's), are included in this update. As always, canteen staff should consult their Principal when making plans to manage the impact of COVID-19.

School grounds

- As of Monday 18 May 2020, all students are expected to attend school, except for those medically referred to learn from home
- A targeted re-engagement model has been developed to assist schools to re-engage students not attending school
- Parents/carers and visitors will continue to drop students at the gate unless for a pre-arranged appointment.

Canteens

- School canteens can continue to operate with the following:
 - takeaway service
 - a dine-in service; limit up to 20 people; must meet social distancing requirements
 - physical distancing practised inside the canteen
 - physical distancing practised by students waiting to be served
- Parent and other volunteers **can** work in a school canteen **only** where:
 - the canteen cannot operate without volunteer assistance and the canteen provides an essential service
 - the canteen operation adheres to physical distancing requirements and conducts increased cleaning of used areas
 - parents minimise contact with the broader school population
- Canteen Supervisors should:
 - ensure all volunteers have completed appropriate training
 - provide onsite orientation about canteen procedures, including but not limited to, safety and hygiene practices; using gloves and sanitisers; and social distancing measures
- Training
 - All canteen staff and volunteers are strongly encouraged to complete the new [FREE Hospitality & Tourism COVID-19 Hygiene Course](#). The course has been backed by the WA Government and is designed to provide you with hygiene awareness and procedures
 - All canteen staff and volunteers must complete FoodSafe Food Handler training (or its equivalent) as per compliance with the Department of Education's *Healthy Food and Drink policy*. FoodSafe is available FREE online via the [WASCA website](#).

Canteen communications

- Using your schools preferred method of communication, promote the canteen; including procedures that you are putting in place to provide a safe food service for their children i.e. hand washing, sanitiser, gloves etc.
- Advertise the operating days/hours; and ordering process
- Online ordering and cashless systems are encouraged
- Consider staggered service/collection times to limit the number of students at the canteen
- Make items that will keep over a longer period; ensure any items left at the last service time are discounted
- Make items that store well and can be frozen
- Implement pre-ordering system only to reduce wastage
- Arrange separate delivery of lunches to the staff room.

Canteen cleaning and sanitising

- You should already have in place regular, scheduled cleaning of your canteen. Ensure any areas visited by workers or customers (e.g. canteen servery) are cleaned more regularly and ensure cleaning activities are documented in a cleaning register and sighted by management, where relevant
- Frequently touched areas and surfaces should be cleaned continually throughout the day. This includes EFTPOS equipment, handrails, counter tops, doorknobs, and sinks
- Disinfect all surfaces that are exposed to respiratory droplets immediately after someone has coughed. Make sure you use an appropriate disinfectant solution
- Ensure that there are adequate amounts of cleaning products, sanitisers and wipes for customers and staff, especially at high risk areas such as entry, service points and toilets.

School cleaning

- Cleaning guidelines are based on, and continuously reviewed in line with, advice from the Department of Health
- Cleaning has increased in Term 2, with cleaners present throughout the school day to undertake continuous cleaning regimes
- All schools have cleaning staff on site during the school day to regularly clean and disinfect high-contact surfaces that are frequently used by students and/or staff
- Schools continue to be required to confirm the revised cleaning requirements have been complied with on a weekly basis
- Playgrounds are open and play equipment is being cleaned before school and after each break

Personal hygiene and distancing

- Arrangements are in place for regular and thorough hand-washing for students and staff
- Supplies of soap and other cleaning agents are available for all schools. The Department will continue to support any school that experiences supply issues
- Posters and visible messaging regarding handwashing and cough-sneeze hygiene should be displayed in schools
- Students and staff should consider the following guidelines to reduce contact:
 - Avoid direct social contact (handshakes, hugs, etc.)
 - Utilise staggered start and break times; combine or split year groups and classes as appropriate
 - Unwell staff or students to remain at home.

School activities

- Interschool activities and camps will not be conducted
- Incursions for the purpose of course completion (senior school subjects) should proceed. However, they should not exceed 20 people in total, and supervisors/staff are to maintain social distancing
- Assemblies and other school community events should not be conducted at this time
- P&C, School Board/Council and staff meetings can resume after hours for up to 20 people when adhering to social distancing and enhanced cleaning requirements
- Visitors to school sites should be limited to essential health, wellbeing, case management and maintenance providers, and occur only when the school can assure adherence to social distancing requirements, enhanced cleaning of used areas and minimise contact with the broader school population.

Staff and vulnerable populations

- Staff who are considered to be vulnerable populations in the [Australian Health Protection Principal Committee \(AHPPC\) guidelines](#) include:
 - Aboriginal and Torres Strait Islander people 50 years and older with one or more chronic medical conditions;
 - people 65 years and older with chronic medical conditions;
 - people 70 years and older; and
 - people with compromised immune systems as determined by the Department of Health.
- Staff who fall into these criteria may need alternative working arrangements. These arrangements should be developed and agreed by the Principal and the staff member based on a risk assessment for the staff member and consideration of the available options to manage those individual circumstances
- When making decisions on applying this guidance the following should be considered:
 - The AHPPC definition of vulnerable populations is based on age and underlying medical conditions [underlying medical conditions](#) that are limited and considered relatively serious.
 - The AHPPC advises that there is a relatively low risk of Coronavirus (COVID-19) transmission in schools.

Keep in touch with WASCA

We are here to assist you in any way we can. Please keep in touch:

- Send WASCA an email and let us know what the plans are at your school - wasca@education.wa.edu.au
- Follow us on Facebook for updates, competitions, training and events - <https://www.facebook.com/wascainc/>
- Visit the WASCA website for updates, recipes and other helpful resource - <https://www.waschoolcanteens.org.au/>
- For morning information about COVID-19 symptoms visit <https://www.health.gov.au/resources/apps-andtools/healthdirect-coronavirus-covid-19-symptom-checker>
- For more information about cleaning and sanitising visit:
 - https://ww2.health.wa.gov.au/Articles/A_E/Cleaning-and-sanitising-food-premisesand-food-equipment
 - <https://www.health.gov.au/sites/default/files/documents/2020/03/environmentalcleaning-and-disinfection-principles-for-covid-19.pdf>