

Karori Community Centre - Alert Level Two – Requirements for Opening

*Karori Community Centre is currently planning to open when Wellington is in Alert Level 2
Our instructions from Wellington City Council may change this decision.*

*This document has been developed using the resources from the Ministry of Health covid19.govt.nz
(there is a link at the bottom of this document)*

In summary, there are three important aspects for Centre Users and their group members for Karori Community Centre to be used in a safe way at Level 2:

People present at Karori Community Centre

1. On arrival, they wash and dry their hands
2. Record their details on a contact tracing log
3. Maintain physical distancing – people MUST keep 1 metre apart

Please check with the Karori Community Centre staff that your room is appropriate for the size and activity of your group.
If you need a larger room, we will endeavour to accommodate you.

The detail is available on the following pages. This table lists all of the actions required by:

1. Karori Community Centre (highlighted in pink)
2. Centre Users (highlighted in yellow)
3. the Group Members (highlighted in turquoise)

After you have studied this information, if you have any questions, please contact Kay Webster manager@karoricommunitycentre.org.nz or 021 2685355

	Whose responsibility		
	Karori Community Centre	Centre Users	Group Member
General Public Health Advice			
Regularly disinfect surface	As well as regular cleaning, frequently touched surfaces will be cleaned twice daily	There will be a bucket of cleaning products in Room 1, Room 3 and Youth Room. You are invited to use them to clean frequently touched surfaces before your event	
Wash and Dry Hands		Centre User	Group Member
Cough into Elbow Don't Touch Your Face			Group Member
Stay Home if you're sick		Centre User	Group Member
Report flu-like symptoms		Centre User	Group Member
Contact Tracing		Group Leaders are to record all people present for your event (including the adults dropping children, if appropriate)	
Personal Movement			
People asked to stay at home where possible. Participating in sports and recreational activities is allowed, subject to conditions on gatherings.		Centre User	Group Member
People at higher-risk of severe illness from COVID-19 (e.g. those with underlying medical conditions, especially if not well-controlled, and the elderly) are encouraged to take additional precautions when leaving home.			Group Member
<i>Continue on following page</i>			

Gatherings			
Gatherings only allowed for up to 100 people indoors	Unusual for KCC to host an event of this size		
For a social event (including all groups at Karori Community Centre)		Maximum of TEN people	n/a
Physical distancing (ONE METRE) and infection prevention and control requirements must be met.	If a person is known to the group, and has recorded their contact tracing details, then 1 metre distance MUST be kept. If a person is a stranger, and their contract tracing details are not available, then 2 metres distance MUST be kept	Centre User	Group Member
All gatherings must record attendees to ensure contact tracing may be conducted if necessary.		Centre User	
No participants allowed who have COVID-19 symptoms or who need to be in isolation/quarantine for any reason.			Group Member

This document has been developed using the information provided by the Ministry of Health
<https://covid19.govt.nz/assets/resources/tables/COVID-19-alert-levels-detailed.pdf>

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