

## COVID-19 POLICY (QLD) – from 15 Feb 2022

Kallibr Training is continually monitoring the advice from Federal and State Governments regarding the COVID-19 (coronavirus) outbreak. This policy highlights measures in response to the current public health and social measures.

**Given the current information, Kallibr Training has implemented the following protection measures and will continually update these as the situation progresses:**

- While not mandatory, it is encouraged for all staff and individuals attending training to wear masks in the following circumstances:
  - When indoors including training rooms and offices where social distancing is not possible
  - When outdoors and socially distancing cannot be maintained.
- All staff and students **MUST** sign in using the QLD Government check in app located at all entry points.
- Class sign in and out will be undertaken verbally (and recorded by a Kallibr Training employee).
- Class sizes will be limited to allow for greater social distancing between each student (one student per desk where possible) and a maximum of two (2) square meters per person.
- Each classroom will have a hygiene station (with hand sanitizer, wipes & tissues)
- Practical training will be carried out 1-on-1 with the trainer where safe and practical.
- Plant and machinery controls i.e. steering wheels, joysticks etc, will be disinfected regularly.
- Classroom doors will be left open to reduce the need to touch door handles where possible.
- All desks, counters and common areas will be disinfected on a daily basis including door handles, fridge doors, lunch area tables etc.

**As a student, if you meet any of the below criteria you must not attend any training courses at any facility:**

- Those who have a fever or symptoms of respiratory infection (cough, sore throat, shortness of breath).
- Those who have undertaken a COVID-19 test and are awaiting results.
- Those who have tested positive for COVID-19 must not attend any courses until they meet the requirements as outlined on [Ending Isolation – coronavirus](#) on the Queensland Government website.
- Those who have been in close contact with someone who has tested positive for COVID-19 or who has been directed to self-isolate.

### **Working from home:**

We will at all times consider alternative ways of delivering our business practices and services, such as switching to online ordering, payment and delivery. If it is not possible to work from home or redesign practices, it is vital that no worker comes to work if they have any of the following symptoms: fever, cough, sore throat, or shortness of breath.

**John Liddicoat**  
CEO

**kallibr.com.au**  
**Real experience is everything**

Kallibr Group Pty Ltd

**ABN:** 54 636 180 062

**Contact** 1300 668 141

**Sydney**  
3A Williamson Road  
Ingleburn NSW 2565

**PO Box**  
PO Box 274  
Blacktown NSW 2148

**Brisbane**  
Building 2, 492 Beaudesert Road,  
Salisbury QLD 4107

**PO Box**  
PO Box 56  
Salisbury QLD 4107