



# U3A Maitland Newsletter

(INC1301059)

## Message from President

7 March 2021

Good News Members!

After a meeting with our Leaders it has been decided we will restart our U3A Maitland activities at the beginning of Term 2.

The Leaders were informed of the COVID Safety Plan and given a copy for their safe keeping. Some venues already have COVID plans in place, however others will need the Leader and hopefully help from the members to set up the venue to ensure safety for all concerned. All necessary items will be provided to the Leaders.

**MEMBERS WILL NEED TO BE MINDFUL OF THEIR HEALTH WHEN ABOUT TO ATTEND AN ACTIVITY OR COURSE. IF YOU HAVE ANY SYMPTOMS, PLEASE DO NOT ATTEND.**

**ALL** enrolments will have to be completed after courses have been reposted on our website [www.u3amaitland.org.au](http://www.u3amaitland.org.au). If you have enrolled already the enrolment will be void and you will need to enrol again when the Term 2 activities are posted on the website.

**THE COURSES LISTED CURRENTLY HAVE NOT BEEN UPDATED SO YOU WILL BE ADVISED WHEN ENROLMENT CAN BE ACTIONED.**

Once you are able to enrol, please open our website, [www.u3amaitland.org.au](http://www.u3amaitland.org.au), and at the bottom of the first page you will find your "Sign In" Section. Use your Badge No for sign in and password. Look for "Enrol in Courses". The instructions follow.

If you would like to lead an activity or course using your skills please let us know. The Committee email addresses are listed on the "ABOUT" menu at top of our site.

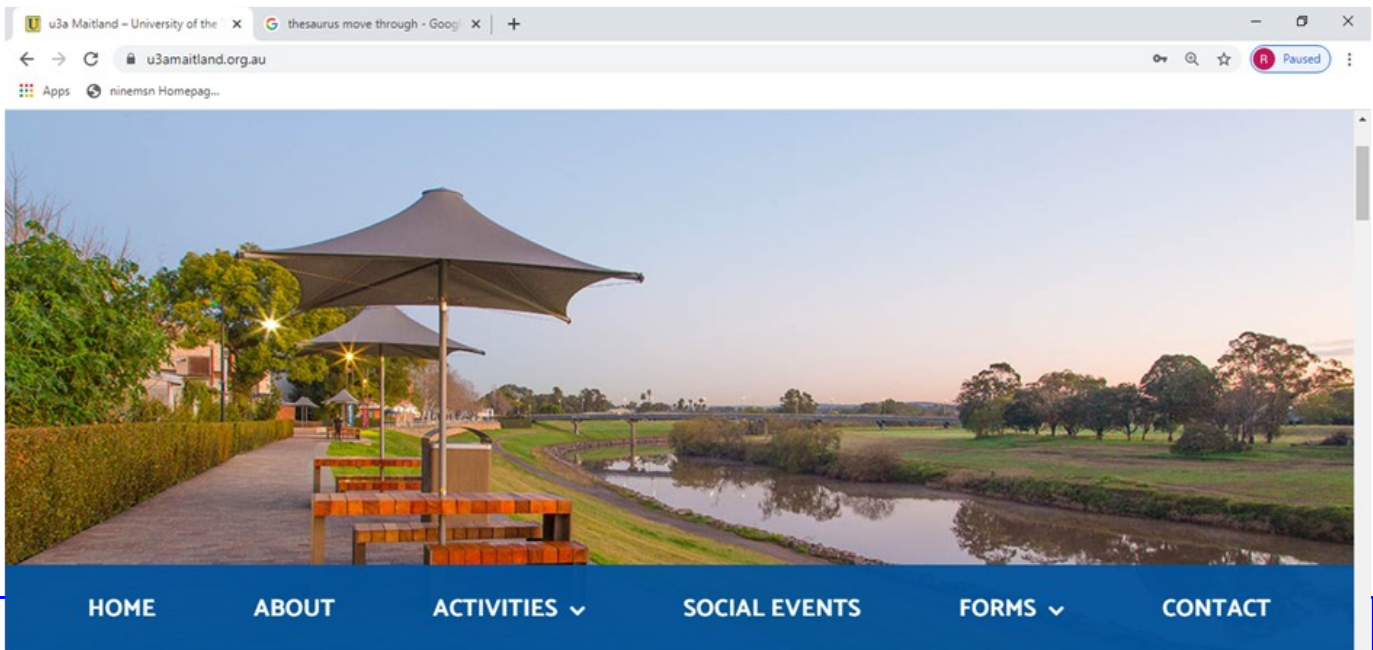
## Enrolment Day

We are planning on having an Enrolment Day on **Friday 9th April 10:00 to 12:00** at the **Maitland Uniting Church Hall**, Ken Tubman Drive Maitland (near Reading Cinema).

Please come along if you haven't enrolled online already. The Enrolment Day will be organised along COVID 19 requirements. This will mean that a limited number of members will be able to enrol at a time while we will supply seating in the foyer for waiting members.

## U3A Members' Photographs

This is a message for ALL Members. If you do not wish to have a photograph taken during a U3A Maitland activity, please let us know via email to [the\\_secretary@u3amaitland.org.au](mailto:the_secretary@u3amaitland.org.au).



## HOME

Front page shows general information and links to sections (links shown in yellow boxes).

At the bottom of the page you will see links to **Sign In**. You can log into the system using your existing badge number for sign in and also for your password. Please set up a new password, unique to you, as soon as possible.

## ABOUT

All about U3A's background.

## ACTIVITIES

The information in "Activities" is not current and will be updated to the start up term.

## SOCIAL EVENTS

The Social Committee will be informing members in this section about upcoming social activities.

## FORMS

Newsletters are stored here. Just click on the newsletter date and the newsletter will open.

You also have access to Membership Application and Leaders' Application. These forms can be downloaded and printed.

**The Enrolment Form** can be found at the bottom of the Home page of our site.

## CONTACT

Your opportunity to send an email to the Committee for queries.

## **CORONAVIRUS (COVID19)** **SAFETY PLAN**

**U3A MAITLAND** Management Committee has assessed how best to minimise potential risks to our members from the Coronavirus (COVID-19).

U3A Committees and its members share a duty of care to one and another to act in a manner that is caring and supportive.

In accordance with NSW HEALTH requirements, we have developed our COVID-19 SAFETY PLAN for U3A MAITLAND to comply with the NSW Government's current COVID-19 Health Regulations.

This plan will be amended as situations change on advice according to NSW Government Health Regulations.

### **WELLBEING OF LEADERS & MEMBERS**

#### **Awareness:**

Both the Australian and NSW Governments are publishing information on their websites that is updated at least daily.

<https://www.health.gov.au/health-topics/novel-coronavirus-2019-ncov>

Facebook users can like and follow NSW Health on the Facebook feed for regular updates.

The World Health Organisation website:

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/events-as-they-happen>

The COVID situation is constantly evolving and therefore all members are encouraged to monitor it closely. A Management committee member has been tasked to be the focus of your U3A's response and will advise & update information to members as required.

#### **Attendance at Courses**

Members should advise Course Leaders before attending courses or activities, if they have recently travelled overseas or to Australian designated hotspots. If you have please do not attend any U3A activities and self-isolate at home for two weeks after arriving home.

If you have upper respiratory symptoms – fever, cough, sneezing, sore throat – please avoid classes until the nature of the illness is clear and all symptoms have disappeared.

## **Venues including Home based Courses**

Appropriate protocols for each of our venues is listed below. Leaders, please assist by ensuring the venue remains a safe environment for U3A members during class while the current situation continues.

Ensure adequate supplies of hand sanitizer & cleaning equipment is available.

Monitor the site before and during the course to ensure the cleanliness of the site, including contact surfaces, is not compromised.

No food, tea & coffee allowed at any venue.

All venues will be required to provide COVID -19 SAFETY plans for the building.

## **SOCIAL DISTANCING**

Measures at our venues will be put in place to ensure compliance with the current social distancing requirements.

Class numbers will be set to ensure current social distancing requirements are met.

Mask wearing may be required depending on the nature of the course and the requirements of the venue management.

Participants will maintain a distance of 1.5metres from each other

## **HYGIENE & CLEANING**

Hand Sanitizer, detergents, surface wipes will be available at each venue for cleaning surfaces and equipment used at the venue.

Chairs to be cleaned with antiseptic cloths/wipes before use.

Bathrooms to be stocked with hand soap, paper towels & dryers.

Members and leaders should wash hands using sanitizer before and after class.

Venues to be well ventilated at all times.

## **RECORD KEEPING**

Please ensure all class members make use of each venue's COVID Safe recording system both on arrival and at departure from the building.

The system must record the following details:

**NAME**

**CONTACT PHONE NUMBER**

**ENTRY TIME.**