



COVID-19 Safe Self-Catered Checklist

15/7/22

As the coordinator for my group I understand that as a self-catered group, in addition to following the *StayKCC COVID-19 Safe Group Checklist*, StayKCC requires me to make sure:

- My group's lead caterer and ideally all those involved in food preparation and serving during our stay have completed the *NSW Food Authority COVID-19 Awareness for Food Service* training and follow the key measures recommended for COVID-19 control. This is a free 20 minute online course found here: https://www.foodauthority.nsw.gov.au/covid-19-awareness-food-service-training?fbclid=IwAR1KnDTcY-A5Jg54xsuDbT5cX_wlmjuTqWJmw4ZZ2hfwNqBxLPdxxR4-Ig
- Extra reminders and strong encouragement is given for people to wash their hands before each meal and to use hand sanitiser provided at the main entry points to the dining room.
- In regards to food service:
 - Areas for, and people involved in, food preparation and serving are to be separated.
 - All food is to be appropriately covered.
 - Food to be served using gloves (preferably coloured), it is optional for servers to wear masks.
 - All plates, cutlery and utensils are to be washed in the commercial dishwasher.
- Meal serveries, tables, food preparation and frequently touched areas used for catering are cleaned and sanitised after every main meal. (StayKCC will provide 2 in 1 cleaner and sanitiser spray bottles for your use. StayKCC staff will also disinfect these areas daily).
- Bins used for catering are to be emptied regularly at least once a day, and preferably after each meal.

On behalf of the named group below, I have read and understand this StayKCC's COVID-19 Safe Self-Catered Checklist above and agree to these conditions and accept that it is my responsibility as the group coordinator to ensure that they are followed and adhered to.

Name of group: _____

Name of group coordinator: _____

Signed: _____ Date: _____