



Are you and your home COVIDSafe?

Coronavirus (COVID-19) Home Safety Plan

**What you need to know to help you,
your family and friends stay safe and well.**



As we take our steps towards COVID Normal, it's more important than ever that we're taking the right actions to keep ourselves, our friends and our families safe.

We've been doing many of these things for months – but as restrictions ease, we must remember to remain vigilant in our fight against this virus.

It's also important that as our state gradually reopens and we begin to take advantage of these new activities, we also understand the additional steps we need to take under COVID Normal.

By reading and filling in the COVIDSafe Home Plan, you can help keep you, your family and friends safe and well.

The essentials

What everyone must do to stay COVIDSafe.

- Practise **good hygiene** and regularly and thoroughly wash your hands
- If you're out, maintain **physical distancing**, keeping at least 1.5 metres away from others
- Wear a **face covering** when you leave home (or if you have people from outside your household in your home eg tradespeople)
- If you feel unwell, **get tested** and return home immediately
- **Cough and sneeze** into a tissue or your elbow
- **Outdoor activities** are safer for everyone

**For up-to-date Victorian information
on coronavirus (COVID-19) visit
www.dhhs.vic.gov.au/coronavirus**

**If you suspect you may have coronavirus (COVID-19)
call the dedicated hotline**

**Coronavirus hotline 1800 675 398
(24 hours, 7 days)**

If you need an interpreter, dial 0.

Please keep Triple Zero (000) for emergencies only



At home

Good hygiene



Good hygiene is critical for slowing the spread of coronavirus (COVID-19). Simple things like washing your hands can make a big difference to slowing the spread of coronavirus (COVID-19).

Washing your hands

How: Wash your hands regularly for at **least 20 seconds**, using soap and water or use a hand sanitiser that contains at **least 60 percent alcohol**.

When: You should wash your hands thoroughly:

- Before eating and preparing meals
- After handling, unpacking and storing food and supplies
- Before putting on, and after removing, your face covering
- After blowing your nose, coughing or sneezing
- After using the toilet
- After changing a nappy
- After you get home from a public place
- After caring for someone sick
- After touching animals or pets
- After doing your laundry

And remember:

- If you sneeze or cough, cover your nose or mouth with a tissue, then throw it away and wash your hands.
- If you don't have a tissue, cough or sneeze into your elbow or upper sleeve.
- Avoid touching your face, eyes, nose and mouth.



At home

Cleaning your home



By regularly cleaning frequently touched objects and surfaces like door handles, light switches, tables, bench tops, phones, keyboards, toilets and taps – you can help keep you and your family safe.

Keeping it clean

The first step is wiping dirt and germs off surfaces. You can use common household detergent products stocked at supermarkets for cleaning.

The second step is to disinfect surfaces. Supermarkets stock common household disinfection products. It is important to use products that are labelled 'disinfectant' – and remember, always follow the instructions on the label.

Where possible, use a disinfectant that has antiviral ability (that means it can kill viruses). Chlorine-based (bleach) disinfectants are one product that is commonly used. Other options include common household disinfectants or alcohol solutions with at least 70% alcohol (for example, methylated spirits).

To help make sure household objects and surfaces are being regularly cleaned, consider a household roster:

Day	Who	Job
Monday morning	Elliott	Cleaning kitchen, bathroom and light switches
Monday lunch		

Washing your face coverings

Not all face coverings are reusable, such as single use surgical masks. Cloth masks can be reused and must be washed properly.

Cloth masks and face coverings need to be changed as soon as they become damp or dirty.

Cloth masks should be washed after each use and stored in a clean container/bag.

Wash your cloth mask in hot water with soap or laundry detergent before you start wearing it and after each use. Make sure it is dried before reusing.

Masks should never be shared.



At home

Be prepared at home



Setting up your COVIDSafe station

You can set up a COVIDSafe Station at the front door of your home, with everything you need as you leave home or return from outside. This could include:



Face coverings



Hand sanitiser



Disinfectant and a cloth or disinfectant wipes to clean phones, keys and wallets



Container to store used face coverings

Know the symptoms

Knowing the symptoms is important to identifying coronavirus (COVID-19) quickly. The symptoms to watch out for are:



Fever



Chills or sweats



Cough



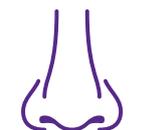
Sore throat



Shortness of breath



Runny nose



Loss or change in sense of smell or taste

If you have any of these symptoms, however mild, you should seek advice and get tested.

For a testing site near you, visit www.dhhs.vic.gov.au/where-get-tested-covid-19. Stay home after your test and wait for your results.

To get further advice, call the **24-hour coronavirus hotline 1800 675 398**, your general practitioner or visit www.dhhs.vic.gov.au/coronavirus-self-assessment for an online assessment tool.



At home

Be prepared at home



Preparing for possible illness

Keep a record of the places you and your household have been and the people you have seen to assist with contact tracing. A simple guide is included in this document.

Install the COVIDSafe app on your phone and keep Bluetooth on.

Choose a room in your house that can be used to separate sick household members from others.

Consider who you need to notify if you or someone in your home needs to isolate or quarantine due to coronavirus (COVID-19).

Consider who might be able to help with your shopping, caring for pets or other essential jobs.

Consider whether you have the basic supplies you need, including medicine, if you had to isolate or quarantine.

If you're a parent or carer, make plans in case your child becomes unwell and cannot attend childcare or school. Discuss with your employer if necessary.

Who can help if I need to isolate or quarantine:

Picking up groceries or supplies _____

Caring for pets _____

For a friendly phone call _____



At home

Be prepared at home



Keeping a record of where we've been

By keeping a record of the places we've been, we can help assist contact tracers if we do happen to contract coronavirus. Consider using the below template as a guide.

Who	Job	Date	Time
Mae	Local supermarket	14 September	1:40pm-2:05pm

Keeping a record of who we've seen

We can also stay safe by keeping a record of the people we've seen. By keeping a small social circle, and keeping a record of everyone you see, you can help limit the spread of the virus.

You should also ask everyone in your social circle to keep their own record. Again, this will help contact tracers identify close contacts in the event of a confirmed coronavirus (COVID-19) case.

Who	Activity	Date	Time
Robert	Walk around the lake with Fay	17 September	5:45pm – 6:30pm



Outside the home

Being prepared outside the home



Leaving home

In line with the restrictions in your area, you should minimise the time spent away from home. If you have to be out, there's some simple things that will help keep you COVID Safe.

Keep your distance

- Greet people with a smile or wave – don't shake hands, hug or kiss as a greeting.
- Stay at least 1.5 metres away from people you don't live with.
- Avoid crowds, especially indoors.
- When waiting in line or walking through busy areas, be patient, give others space so they can give you yours.

Shopping

- If possible, sanitise the handles of shopping trolleys or baskets before shopping.
- Try to touch a minimum of surfaces and carry your own hand sanitiser.
- Sanitise your hands when you enter and leave the shop or place you are visiting.
- Be prepared. Write a list so you don't need to spend any more time than you need to.

When you return home

- Wash your hands for at least 20 seconds with soap and water or use alcohol-based hand sanitiser containing at least 60 per cent alcohol.
- You also need to wash your hands thoroughly after handling and storing what you have bought.



Outside the home

Being prepared outside the home



Wearing a face covering

You must wear a face covering when you leave home unless you have a lawful reason for not doing so. It's also really important you know how to use your face covering:

Putting on your face covering:

- Make sure your face covering is clean and dry.
- Wash your hands with soap and water, or sanitiser, before putting on your face covering.
- Your face covering needs to cover your mouth, nose and chin and should fit snugly on your face. There should be no holes.
- Wash your hands again after putting on your face covering.
- Try not to touch your face while wearing it.
- Do not share your face covering with other people or wear other people's face coverings.



Wearing your face covering:

- Your face covering needs to cover your mouth, nose and chin.
- Your face covering is your barrier to the outside world. A mask with two or three layers of material is better than only one layer.
- Try not to touch your face while wearing it. If you do touch your face covering – make sure you wash or sanitise your hands afterwards.
- When you're wearing a face covering, don't pull it down around your chin or below your nose.



Removing your face covering:

- Carefully remove your face covering by grasping the ear loops or untying the ties. For face coverings with a pair of ties, unfasten the bottom one first, then the top one.
- Fold your reusable face covering and put it directly into the laundry or into a disposable or washable bag for washing.
- Single use surgical masks should be disposed of responsibly in the rubbish bin.
- Clean your hands again by washing them or using alcohol-based hand sanitiser.





Outside the home

Being prepared outside the home



Seeing others

As we take our next steps towards COVID Normal, we will be able to see more of the people we love. Follow these steps to keep friends and family safe.

- Most importantly, if you're feeling unwell – stay home, get tested and don't see other people.
- Make sure you understand and follow the restrictions for your area. Visit www.dhhs.vic.gov.au/coronavirus.
- Remember to keep your distance of at least 1.5 metres – no hugs, kisses or handshakes.
- Wash or sanitise your hands as you arrive, and before touching any shared objects or surfaces
- Wear a face covering unless you have a lawful exception.
- If you do choose to catch-up, try to make it an outdoor environment. The latest evidence shows being outdoors is safer.
- Don't share drink bottles, glasses, crockery or cutlery other than with people you live with. If you're eating together, consider asking people to bring their own food, drinks, glasses and utensils to help limit the potential spread of the virus.
- Avoid food that requires people to use shared utensils or serving spoons.
- Celebrating a birthday? Blowing out candles may unintentionally spread the virus. Consider putting candles in a single slice of cake instead.
- Wash your hands once people leave. If you're at home, clean and disinfect any of the surfaces your visitor may have come into contact with.
- Record any close contacts and the places you have been. If you develop coronavirus (COVID-19), this will help contract tracers



Outside the home

Being prepared outside the home



Use this checklist to help guide your get togethers – and make sure you're following the restrictions for your area.

Picnic in the park checklist:

- | | |
|--|--------------------------|
| Check the rules for my local area | <input type="checkbox"/> |
| Face coverings | <input type="checkbox"/> |
| Hand sanitiser | <input type="checkbox"/> |
| Disinfectant wipes | <input type="checkbox"/> |
| Separate plates, utensils and glasses for everyone | <input type="checkbox"/> |
| Encourage everyone to bring their own food and drinks.
Don't share food and drinks. | <input type="checkbox"/> |
| Keep a record of everyone who attended | <input type="checkbox"/> |

Need to isolate or quarantine

Extra precautions and restrictions are in place if you need to isolate or quarantine if you have coronavirus (COVID-19), or have come into contact with someone who does.

Support – including financial payments and emergency relief packs including food and supplies – is also available.

Please visit www.dhhs.vic.gov.au/coronavirus for more information.



COVIDSafe Plan

Remember: your home is your safe space.

Share your plan with everyone in your household and make sure everyone understands their role and responsibilities.

And by undertaking these steps, you can help keep yourself and your community safe as we reach COVID Normal.

Important contacts

Ambulance, Fire, Police (emergencies)	000
Coronavirus hotline, including support payments and services	1800 675 398
Translating and Interpreting Service	131 450
Poisons Info Line	13 11 26
Lifeline	13 11 14
BeyondBlue	1300 22 46 36
Doctor	
Vet	
Council	
Gas	
Telco	
Power	
Water	

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To receive this publication in an accessible format email the Department of Health and Human Services <COVID-19@dhhs.vic.gov.au>

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