

	<h2>Scout Group Audit Checklist (COVID-19)</h2>	Form #:	F38
		Version:	09/2020
		Pages:	2

Checklist is to be completed and signed by nominated person.

Group Leader to sign as noted.

District Commissioner to send to Branch Facilities Team - [facilities@scoutsgld.com.au](mailto:facilities@scoutsgld.com.au)

**Refer to QBSI 7.15 Resumption of face-to-face Scouting with easing COVID-19 restrictions.**

(Scout Group)	(District)	(Section observed during audit)

ITEM	CHECKED	ACTIONS
Signage instructing parents not to enter Den displayed		
Signage instructing social distancing 1.5 metre apart displayed		
Signage to use sanitiser before entry displayed		
Hand sanitiser available at entry door		
Evidence that bathrooms/toilets are being maintained in a clean condition		
Refrigerators are clean		
Evidence that Kitchen/food preparation areas have been thoroughly cleaned		
Hand washing signs are at all sinks		
COVID compliance sign on display		
Evidence that the F35 is being completed after each meeting		
Evidence that attendance lists are being completed and stored for 56 days then securely destroyed		
Evidence that parents/caregivers are not congregating around doorways or inside the building(s)		
Adults are seen to be maintaining 1.5m separation		
There are no persons present that are either unwell or have obvious signs of COVID-19 illness		
Through discussion, it is apparent that Leaders present can broadly state the requirements of QBSI 7.15		
Maximum occupancy signs are displayed, and they appear to be correct		
Maximum occupancy of the building does not exceed one person/2 square metres for buildings <200 sq metres or one person / 4 square metres for larger buildings		
Physical separation to some extent by youth is happening when not in the field of play		
There is separation between departure times of one Section and arrival times of the next Section to avoid intermingling where the two Sections do not normally meet at the same time		

**NOTES:**

**Any issues within QBSI 7.15 that could be improved:**

	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>District Commissioner completing checklist:</b>			
<b>Noted by Group Leader:</b>			
<b>Date submitted to Branch:</b>			