

	<h1>Campsite/Activity Centre Audit Checklist (COVID-19)</h1>	Form #:	F39
		Version:	09/2020
		Pages:	2

Checklist is to be completed and signed by Leader whose direct responsibility includes oversight of Scout campsites or activity centres.

Campsite/Activity Centre Chair to sign as noted.

Leader whose direct responsibility includes oversight of Scout campsites or activity centres to send to Branch Facilities Team - facilities@scoutsqld.com.au

Refer to QBSI 7.15 Resumption of face-to-face Scouting with easing COVID-19 restrictions and Scouts Queensland Campground COVID Safe Operational Plan

(Campground/Scout Group)	(Activity observed during audit)	(Within Formation)

ITEM	CHECKED	ACTIONS
Signage instructing social distancing 1.5 metre apart displayed		
Signage to use sanitiser / wash hands displayed at each building		
Hand sanitiser available where practical		
Evidence that bathrooms/toilets are being maintained in a clean condition		
Signage to indicate no entry for someone with COVID-19 symptoms, right to refuse services, right to ask people to leave		
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 attendance lists are being completed and stored for 56 days and then securely destroyed		
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 supervisory persons present can broadly state the requirements of QBSI 7.15		
Maximum occupancy signs are displayed for each building 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 groups and arrival times of the next to avoid inter-mingling		

There is no or limited evidence of sharing of equipment for activities		
There is no evidence of sharing of clothing for activities		
There is no evidence of swapping of allocated sleeping tents or bunks		
There is evidence that assigned cooks are maintaining good hygiene, wearing gloves and that cooks only are allocating food		

NOTES:

Any issues within QBSI 7.15 / Template Operational Plan that could be improved:

	Name	Signature	Date
Leader whose direct responsibility includes oversight of Scout campsites or activity centres:			
Noted by Campsite/Activity Centre Chair:			
Date submitted to Branch:			