



# Magistrates Courts COVID-19 management principles

## Cleaning and hygiene



Alcohol based sanitising gel will be available at the following locations:

- entry/exit to the building
- counters
- public waiting areas
- courtrooms – at the bench, court services officer desk and bar table
- interview rooms

Disinfectant wipes will be available in the following locations:

- courtrooms – at the bench, court services officer desk and bar table
- interview rooms

Court users will be requested to wipe down surfaces before and after use with provided disinfectant wipes (courtrooms and interview rooms)

Signage will be displayed throughout all court building on good hygiene practices

Court users, including legal practitioners, will be asked to reinforce hygiene standards and report any concerns to the registrar

High touch contact surfaces in court buildings will be cleaned twice a day

## Screening and entry



Signage will be displayed on entry to court buildings advising people not to enter if they have COVID-19 symptoms

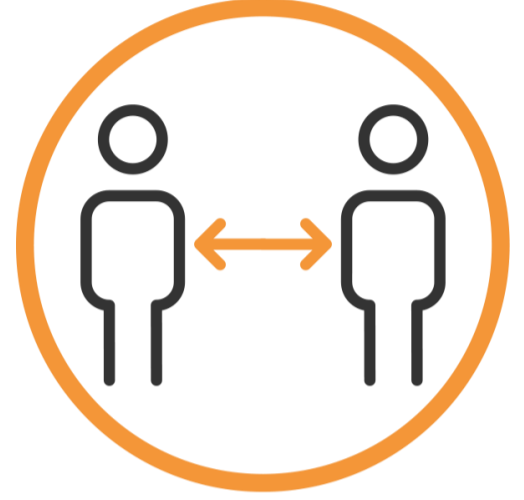
Security will ask screening questions if someone entering the building is displaying COVID-19 symptoms

People may be asked to leave the building if they are displaying COVID-19 symptoms

Court staff may limit the number of people entering the courthouse

If a person demonstrates COVID-19 symptoms while at a courthouse they will be asked to leave and seek medical advice

## Social distancing



Maintaining 1.5 metres physical distance between people and 4 square metres of space per person, where possible

In courtroom public galleries, every second seat will be left vacant

Encouraging electronic adjournments and consent order listings and appearances by telephone or video conference, where possible

Encouraging compliance with social distancing guidelines, including:

- floor stickers to guide standing locations
- signage about social distancing
- signage about the indicative maximum number of people who should be in lifts, courtrooms and interview rooms
- considering the placement and/or removal of furniture and signage in courtrooms and interview rooms

Security and court staff will monitor and encourage compliance with social distancing practices

Court users, including legal practitioners, will be asked to reinforce social distancing practices and report any concerns to the registrar

