

# Unite against COVID-19



## CSQ COVID Stakeholders' responsibilities (on court premises)

### Physical distancing

Ensure COVID related posters displayed at entrances and public areas are read, understood and complied with.

Support the Queensland Courts to ensure compliance with the 5 ways to [stop the spread](#):

1. Stay home if you're sick. If you have COVID-19 symptoms, get tested.
2. Clean your hands regularly with soap and water or alcohol-based hand rubs.
3. Cover your nose and mouth with a tissue or bent elbow when coughing or sneezing.
4. Avoid touching your face, nose and mouth. And avoid shaking hands.
5. Keep 1.5 metres away from others as much as you can — think two big steps.

Where practical and feasible:

- meet with clients not on court premises to minimize the time required to be at court
- if a client matter is being dealt with by the court "in person" encourage your client to bring only essential people with them to court. Court staff and security may ask non-essential people to leave the building.

Utilise any electronic lodgement or electronic filing arrangements that have been agreed for each Court.

***Support the courts to maintain social distancing in areas which are occupied by members of the general public.***

### Handwashing and Hygiene

Do not enter a court premises if any of the following apply:

- Currently experiencing a fever, cough, sore throat, shortness of breath, or have done so in the past 72 hours
- Had a test for COVID-19 and are awaiting results
- Been identified as a contact of someone who is a confirmed case of COVID-19, and the last contact was in the last 14 days
- Travelled interstate in the last 14 days
- Been ordered to be in self-quarantine
- Been in a declared COVID-19 hotspot in the last 14 days.

Advise court users (where relevant) to not attend a court premises if any of these factors apply.

Security may ask a series of screening questions if they see a person demonstrating COVID-19 symptoms on entry to the building.



If a court user demonstrates or advises they are experiencing COVID related symptoms whilst at court they may be asked to leave. The following steps may be taken by court staff:

- Move the person away from others, provide with hand sanitizer and a face mask to wear (subject to availability) and request that they leave the premises
- Advised to contact their doctor or attend a COVID fever clinic  
[https://www.health.qld.gov.au/\\_data/assets/pdf\\_file/0027/953730/fever-respiratory-clinics-list.pdf](https://www.health.qld.gov.au/_data/assets/pdf_file/0027/953730/fever-respiratory-clinics-list.pdf)
- Asked where they have been to enable the local cleaner to disinfect hard surfaces
- Will encourage the person to avoid public transport (noting this is not always feasible). The person will be advised to keep the mask on, ensure good hygiene and limit contact with others
- Support the member of the public to arrange to be picked up or to contact a taxi
- Will call an ambulance depending on the severity of the symptoms.

Hand sanitiser will be available for use on entry/exit of court premises, and in areas occupied by the general public.

Limit contact with others (including clients) – no shaking hands or touching objects unless necessary.

If you notice that hand sanitiser or disinfectant wipes are missing from a public space, notify a court staff member as a priority.

Monitor the use of water bubblers to ensure it is in accordance with the available signage.

Queensland Courts (on advice from Queensland Health) will not be undertaking temperature checks or requiring face masks and gloves to be worn by attendees to be building. If a person is unwell, they should not attend a courthouse.

## **Cleaning**

Utilise disinfectant wipes to clean the bar and interview room tables in accordance with signage displayed.

Dispose of used wipes in the provided bin.

## **More information**

Further information regarding Queensland Courts and the COVID response can be found by contacting the relevant court registrar or by reference to the courts website:

- Court contacts - <https://www.courts.qld.gov.au/contacts/courthouses>
- Courts COVID response - <https://www.courts.qld.gov.au/about/covid-19-response>