# Memo

**To:** All Residents

**From:** Leigh Place Management

**Date: 22 September 2020**

Dear residents and families,

We are pleased to announce that due to the continuous downward trend on the community transmission of COVID19 in the local area the department has allowed a gradual open up of the facility for resident visitors, provided there are no further directives in the meantime from NSW Health.

**Bookings are essential through the Leigh Place website** [**https://www.leighplace.com.au/**](https://apc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.leighplace.com.au%2F&data=02%7C01%7C%7Cfef76dbdbdfc4dfcfc1e08d85ddcfe6e%7C84df9e7fe9f640afb435aaaaaaaaaaaa%7C1%7C0%7C637362551025367024&sdata=N1wEiBS88eIpNn79NQ2ZwTv%2FbzzBSNFm4ictndPYBU4%3D&reserved=0)**.**

Visitor conditions of entry are as follows:

* **Must not have visited or reside in Bankstown (part LGA).**
* Must have a current evidence of flu vaccination 2020 if not yet submitted to reception
* No more than 2 visitors per day per resident, maximum of 1 hour initially
* Visitors will present to reception/gazebo for screening and temperature checking
* Visitors will need to sign a health declaration confirming that they haven’t been to a COVID19 hotspot or areas identified with positive COVID19 contact tracing
* Visitors will need to wear a surgical mask all the time whilst at the facility
* Visitors will need to sanitise hands upon arrival
* Visitors are only allowed to be on communal areas as identified by the lifestyle team/person assisting
* Visitors are prohibited in touching or hugging the residents and must practice strict social distancing

**At this stage visits are allowed Monday to Friday from 9:30 to 3:30, booking is essential.**

Leigh Place management will continue to monitor the status of the local community and the directives from the Department of Health and NSW Health. This all will be considered in the regular review of the facility visitor restrictions.

**Privacy notice:** This information is collected by Leigh Place Aged Care for the purposes of maintaining infection control measures and the safety and wellbeing of our residents and staff. If you do not provide the information requested, you may not be permitted to enter our premises. We may be required to disclose your information to third parties including government or regulators such as the Department of Health or the Aged Care Quality and Safety Commission, or anyone acting on LPAC’s behalf. We will handle your information confidentially, in accordance with our Privacy Policy (Shared Drive\Board & Governance\Standard 1\1.3.f Privacy and Confidentiality Policy) and all applicable privacy laws.