



COVID-19 update

The health and safety of staff and clients is our top priority

11 March 2020

State Library is closely monitoring the situation, with daily updates received from the State Health Emergency Coordination Centre. We remain in the 'lean forward' phase of the [Queensland Health Pandemic Influenza Plan](#). 'Lean forward' means preparing the organisation in case the situation worsens.

The Senior Management Team and Crisis Management team met this week for an update on COVID-19.

Business continuity

There are no changes to business operations at this time. However, people leaders will begin assessing the ability of staff to work from home should the situation change.

Leave arrangements

If you are unwell, please stay at home. Contact your People Leader as per your normal absence reporting procedures. If your absence is COVID-19 related, your People Leader will work with HR to ensure the most up-to-date leave provisions are applied.

Talking to our clients, stakeholders, suppliers

There is no specific messaging about COVID-19 at this time. We are working with Arts Queensland to establish consistent messaging for all Cultural Centre partners. Signage has been placed in State Library restrooms emphasising advice on personal hygiene. Sanitizers have been made available for public use and increased cleaning is taking place around high traffic areas of the library.

Event cancellations

There is no specific messaging about the possible cancellation of State Library events due to the COVID-19 at this time. Teams will be updated when messaging is available.

Minimising risk

The Carer's Room on level 5 can no longer be used to accommodate sick children. If your child is unwell, they should be cared for at home. Department of Health advice on personal hygiene remain in place.

Novel Coronavirus

What are the symptoms?



Fever



Cough



Fatigue



Sore throat



Shortness of breath

How to stop it spreading



Wash your hands regularly



Cover your coughs and sneezes



Stay home if you're unwell

If you're concerned, visit your GP or call 13HEALTH (13 43 25 84)



Useful links

- [State Library Pandemic Management Plan](#)
- [Department of Health website](#)
- [Fact sheet](#)