

# memo

memo no: 809  
to: All Staff and Volunteers  
from: Bronwyn Mitchel, CEO  
date: 30 March 2021  
subject: COVID-19 Update – Brisbane Lockdown – 30-3-2021

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Hi everyone,

In Queensland there is ongoing COVID-19 community transmissions within the Greater Brisbane area including Brisbane City, Morton Bay, Logan, Ipswich and Redlands.

Staff working in home or group service must wear a mask until further notice. Staff working in the office do not need to wear a mask provided they can maintain 1.5 metres social distancing. Office staff are encouraged to work from home for the remainder of the week unless there is an essential requirement for them to be in the office.

Staff who have been in the Greater Brisbane region as detailed in the attached NSW Health Media Release must adhere to lockdown requirements. Staff who have been in the Bryon Bay region must follow the guidelines as per the attached NSW Health Media Release.

Please get tested immediately if you are experiencing any symptoms. You must isolate until you receive your results.

Staff must be excluded from work who:

- Have a fever (37.5°C or higher) or [symptoms of COVID-19](#).
- Have been to Brisbane City, Moreton Bay, Logan, Ipswich and Redlands Regional Council areas since 11th March 2021.
- Have been to any Queensland [contact tracing locations](#).
- Have been to NSW [close contact](#) locations in [Byron Bay LGA](#).
- Live in a household with a person who is currently self-isolating.
- Are a close contact of a person with confirmed COVID-19 and are within their self-isolation period.
- Are waiting for a COVID-19 test result.

Regularly visit the [NSW COVID-19 website](#) for updates on areas of active community transmission.

Staff are reminded to remain vigilant at all times by washing and sanitising hands regularly and maintaining social distance.

Kind regards



Bronwyn Mitchell  
CEO