**Best practice for managing COVID at Radio Adelaide**

**MIC SOCKS**

* Always use a clean and dry mic sock.
* Presenters are advised to buy their own mic sock and have a clean bag and a dirty bag to carry it to and from the station. Purchase a Rode WHS
* Collect clean mic socks from Production 1 and place in white bucket near sink when used.
* Never use a microphone without a mic sock
* Never put a damp or wet mic sock on the mics
* Last program team of the night to clean mic socks in warm soapy water and place by fan in production 1

**HEADPHONES**

* Bring your own headphones and jack
* Clean headphones after use at the station

**PRACTICE PHYSICAL DISTANCING**

* Keep 2m between you and other people
* Studio 1 & 3 – 3 people max
* Studio 2 - 4 people max
* Production 1 – 2 people max
* Production 2 – 1 person max

**CLEANING**

* Treat every surface as potentially contaminated
* Wash your hands frequently
* Don’t touch your face at the station
* Wipe down benches and surfaces with soapy cloth but do not use too much water and leave surfaces wet

**STAY HOME**

* Evenif you’re only slightly sick stay home
* If you or close family and friends have been travelling interstate or overseas
* If you have been in close contact with anyone who has been recently sick

**The health and safety of our community is everyone’s responsibility**