

# ADVICE THAT A WORKER IS CEASING WORK

**CENTRE NAME:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**DIRECTOR NAME:** \_\_\_\_\_

**CENTRE ADDRESS:** \_\_\_\_\_

Dear Centre Director,

This letter is to inform you that I have a concern that I am at imminent risk of contracting COVID-19 due to the lack of safety procedures and protocols at my workplace.

COVID-19 is a highly infectious virus. The centre listed above has not taken the necessary steps to protect staff and children from this virus. I have requested that the following steps be implemented:

1. Pre-entry screening;
2. Adequate Personal Protective Equipment;
3. Adequate time for workers to take precautions;
4. Adequate cleaning;
5. Adequate staffing; and
6. Hygiene.

I have provided you with the United Workers Union Rules to Stop the Spread of COVID-19 which outlines the details of these steps. You have refused to implement these Rules.

I now request that you provide me with alternative work that can be performed in a safe location where I am not at risk of contracting COVID-19.

**Should you be unable to provide me with safe alternative work then I will cease to work in the centre named above at this date: \_\_\_\_\_ at this time: \_\_\_\_\_.**

I am committed to the safety and welfare of children at this centre. I wish to give parents every opportunity to come and collect their children. I will work with you for one hour to contact parents and inform them that they will need to collect their children due to an imminent risk of contracting COVID-19.

**NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_