

Title: **Coronavirus SARS-Covid-19**

HAZARDS		HARM				
Catching SARS COVID-19 virus from, or passing virus to: <ul style="list-style-type: none"> ▪ co-workers ▪ other site occupants ▪ others during commuting ▪ general public during rest breaks etc 		Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhoea. Can lead to severe respiratory problems, pneumonia, lung scarring which can be fatal, particularly for clinically vulnerable people or people with unknown existing medical conditions.				
Severity	Normal Population	M		Clinically Vulnerable	VH	
Likelihood with Controls	Furloughed	L	Site Working – Normal Population	M	Site Working – Clinically Vulnerable	M-H
Persons at Risk:	Staff		Other Site Staff		Normal General Public	Clinically Vulnerable Individuals and Essential Workers

During the Covid-19 Pandemic the following rules are to be followed.

Awareness of Coronavirus

All staff are to read and understand the symptoms of, and control measures to mitigate the spread of Covid-19, using <https://www.nhs.uk/conditions/coronavirus-covid-19/> as a reference.

Risk Control Measures to Reduce the Chance of Spreading Coronavirus

1. From Monday 13th December office workers who can work from home should do so. Anyone who cannot work from home should continue to go into work - for example, to access equipment necessary for their role or where their role must be completed in person. In-person working will be necessary in some cases to continue the effective and accessible delivery of our service to clients. If you need to continue to go into work, all staffs are encouraged to take lateral flow tests regularly to manage their own risk and the risk to others.
2. Workers are encouraged to undertake Lateral Flow Tests at least twice a week (every 3 to 4 days) and report via the NHS Covid App the result (positive, negative, or void). See daily testing notes below when in contact with a positive COVID19 case.
3. To protect themselves and others all workers are encouraged to receive Covid-19 inoculations but cannot be forced to as this would infringe their human rights. All staffs are encouraged to ensure their inoculations are up to date at all times and to take boosters as soon as they are offered.
4. No person to attend the office or site if they are showing any symptom that could possibly be associated to Covid-19.
5. Meet people outside if possible.
6. Open doors and windows to let in fresh air if meeting people inside. Have air conditioning on open circulation.
7. Limit the number of people met and avoid crowded places wherever possible.
8. Maintain social distancing where possible.
9. Wear a face covering. From 10 December, face coverings will be required by law in most indoor public places and on public transport, including taxis. It is recommended to wear a face covering in all crowded areas when it's hard to stay away from other people. Face coverings must be worn by law in shops, on public transport and transport hubs. Employees are required to follow customer / local owning manager rules regards face covering policies, and are to follow site rules in other premises.
10. Wash hands with soap and water or use hand sanitiser regularly throughout the day.
11. Clean surfaces regularly using a disinfecting surface cleaner.
12. Individuals not to touch eyes, nose, or mouth if hands are not clean.

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What to Do if an Individual gets Symptoms or a Positive Test

If you develop COVID-19 symptoms, self-isolate immediately and get a PCR test, even if your symptoms are mild. This is because many people experience mild symptoms from COVID-19, but may still pass on the virus to others.

The most important symptoms of COVID-19 are recent onset of any of the following:

- A new continuous cough
- A high temperature
- A loss of, or change in, your normal sense of taste or smell

You should self-isolate at home while you get a PCR test and wait for the results. You must self-isolate if you test positive. You must self-isolate from the day your symptoms started and the next 10 full days, or from the day your test was taken if you do not have symptoms and the next 10 full days. This is the law, regardless of whether you have been vaccinated. Self-isolating is important because you could pass the infection on to others, even if you do not have symptoms. You must isolate for the full amount of time you are told to, because this is the period when the virus is most likely to be passed on to others.

If you are a close contact of a positive COVID19 test (whether Omicron or any other variant) or are contacted by NHS Test and Trace

- From Tuesday 14 December 2021, people who are fully vaccinated and identified as a contact of someone with COVID-19 – whether Omicron or not – should take an NHS rapid lateral flow test every day for 7 days to help slow the spread of COVID-19.
- If your rapid test comes back positive or you develop COVID-19 symptoms should self-isolate and take a confirmatory PCR test to verify the result. If the PCR result comes back positive, you must self-isolate for 10 days from the day you took the positive rapid test or developed symptoms. You do not need to continue taking rapid tests during that 10 day isolation period. If the PCR result comes back negative, you can leave self-isolation but should continue to take rapid tests for the remainder of the 7 days.
- Anyone with a negative rapid lateral flow result is still strongly advised to limit close contact with other people outside their household, especially in crowded or enclosed spaces and with anyone who is more vulnerable. They should also follow government guidance on wearing a face covering and working from home where possible.
- Unvaccinated adults are not eligible for this new daily testing policy, they must self-isolate for 10 days if they are a contact of someone who tests positive for COVID-19 – Omicron or not – unless eligible for an existing workplace daily contact testing.

NHS Test and Trace will contact you to let you know that you have been identified as a contact and check whether you are legally required to self-isolate. If you're not legally required to self-isolate, you will be provided with formal advice on testing and given guidance on preventing the spread of COVID-19. Even if you do not have symptoms, you may be advised to get a PCR test as soon as possible.

Guidance for those who have been Abroad

For individuals who arrive in England from abroad if they have travelled from a red risk country they may need to quarantine when they arrive. This will be dependent on that country being on the Red List as per <https://www.gov.uk/guidance/red-list-of-countries-and-territories>.

Mental Health

Should employees be suffering from mental health issues including anxiety, stress or bereavement, then Directors shall refer them to a mental health charity like Mind (www.mind.org.uk).

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