



Staying Safe at Work During the COVID Pandemic

Face coverings

- Wearing a face covering is optional and is not required by law, including in the workplace. If you choose to wear one, it is important to use face coverings properly and wash your hands before putting them on and taking them off.
- Employers should support their workers in using face coverings safely if they choose to wear one.

We will endeavour to support you so please remember to:

- Wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it. When wearing a face covering, avoid touching your face or face covering, as you could contaminate them with germs from your hands.
- Change your face covering if it becomes damp or if you've touched it
- Continue to wash your hands regularly.
- Change and wash your face covering daily.
- If the material is washable, wash in line with manufacturer's instructions. If it's not washable, dispose of it carefully in your usual waste.
- Practise social distancing wherever possible.

Clothing/Laundry

- Wash items in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items.
- Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air.
- Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above.



Cleaning the workplace

- we know this is hard as it's not your home, but it's important you at least try to sanitise the primary area you're working in.
- Frequent cleaning of objects and surfaces that are touched regularly, using your usual cleaning products.
- Arranging methods of safely disposing waste with the householder.
- Removing all waste and belongings from the work area at the end of a shift and at the end of a job.
- If you are cleaning after a known or suspected case of coronavirus then you should refer to the specific guidance.

General Hygiene whilst working

- Washing your hands more often than usual for 20 seconds using soap and hot water, particularly after coughing, sneezing and blowing your nose.
- Reducing the spread of germs when you cough or sneeze by covering your mouth and nose with a tissue or your sleeve, not your hands. Throw the tissue in a bin immediately, then wash your hands.
- Cleaning regularly touched objects and surfaces using your regular cleaning products to reduce the risk of passing the infection on to other people.
- If handwashing facilities are not accessible, you should carry hand sanitiser.

We will endeavour to provide the following:

- Masks
- Aprons
- Gloves (if they want them)
- Sanitiser
- Anti Bac wipes for reinforcers



Handling goods & other materials (reinforcers)

- Ensuring social distancing and hygiene measures are followed when supplies or tools are needed to be delivered to a home, for example building supplies.
- Collecting materials in bulk to reduce the frequency of needing to visit shops to buy or collect materials.
- Removing waste in bulk if possible.

Returning to work

Our objective is to make sure all workers understand coronavirus related safety procedures by:

- Providing clear, consistent and regular communication to improve understanding and consistency of ways of working amongst our workers.
- Engaging with our workers through existing communication routes and worker representatives to explain and agree any changes in working arrangements.

Work related travel

- Where workers need to move between different homes and locations to complete their work, social distancing and hygiene advice should be considered, especially before entering other homes.
- Where workers are required to stay away from their residence, making sure any overnight accommodation meets social distancing guidelines.
- If you are using public transport, by law you will need to wear a facemask or you face a fine.

Interacting with householders

Our aim is to make sure people understand what they need to do to maintain safety. Please ensure you are communicating with households prior to arrival, and on arrival, to ensure the household understands the social distancing and hygiene measures that should be followed once work has commenced.



Moving around when working in a home

- It is recognised that for providers of some in-home services, it will not always be possible to maintain physical distance from customers.
- If it isn't possible to maintain social distancing while working in the home then extra attention needs to be paid to equipment, cleaning and hygiene to reduce risk.
- Working materials, such as tools or domestic appliances, should be assigned to an individual and not shared if possible. If they need to be shared, they should be shared by the smallest possible number of people.
- Discussing with households ahead of a visit to ask that a 2m distance is kept from those working, if possible.
- Asking that households leave all internal doors open to minimise contact with door handles.
- Identifying busy areas across the household where people travel to, from or through, for example, stairs and corridors, and minimising movement within these areas.
- Bringing your own food and drink to households and having breaks outside where possible.
- Limiting the number of workers within a confined space to maintain social distancing.
- Allocating the same workers to a household where jobs are repetitive. Employers and agencies should introduce fixed pairing to have the same individuals allocated to a household where jobs are repetitive in nature.
- On arrival and departure and to ensure handwashing upon arrival.