

At this current time of reduced movement & therefore postponement of H&S meets in each region we have created a Compliance Bulletin that we intend to communicate each Tuesday

Section A - Coronavirus

Working & Living Safely Poster

It's **NOT** gone away yet so Do **NOT** get complacent ensure **YOUR** teams maintain Nurtures Social Distancing & Hygiene Procedures at all times

Refresh Your Office / Depot Information Posters by displaying 2 posters on link below in a prominent position [Posters Aug 20 living safely.pdf](#)

CORONAVIRUS WORKING AND LIVING SAFELY

A Avoid crowded situations (if unavoidable avoid face-to-face contact)



B Book a test and stay at home if you have symptoms – telephone NHS: 119



C Clean your hands and surfaces more frequently than usual for at least 20 seconds using soap and water or alcohol-based sanitiser. Always wash or sanitise your hands before and after travelling to work and/or being in communal spaces



D Keep your distance! 2m is safer than 1m. If 2m is not possible, take other steps to reduce risk such as opening windows, wearing a face covering, avoiding face-to-face contact



E In enclosed spaces where you can't keep your distance, wear a face covering/mask or other recommended Personal Protective Equipment



F Follow your employer's and government advice to help protect yourself and others



The Main symptoms of Coronavirus (Covid 19) are

A high temperature

This means you feel hot to touch on your chest or back (you do not need to measure your temperature)



A new, continuous cough

This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

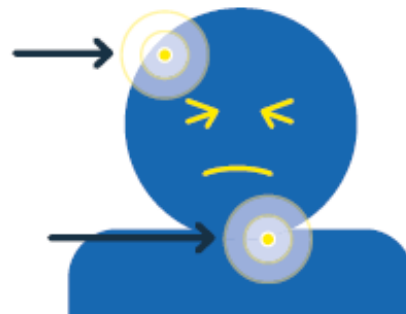


A loss or change to your sense of smell or taste

This means you've noticed you cannot smell or taste anything, or things smell or taste different to normal



Early signs of infection could be a sore throat or headache



To protect others, do not go to places like a GP surgery, pharmacy or hospital if you have any of these symptoms. Stay at home (self-isolate) and get a test.

Catch it



Bin it



Kill it



HACCP – where appropriate employers should complete all necessary workplace risk assessments to make sure their businesses are COVID secure to keep employees safe.

Keep up to date with the most current guidance by attending briefing meetings, reading posters or leaflets on COVID-19

Just because YOU are a Co-worker does NOT necessarily make you a close contact

What Happens when a Worker develops symptoms & orders a test

If a worker develops symptoms, they should request a free test as soon as their symptoms start.

Once they have ordered the test, they'll be asked by the NHS Test and Trace service to provide details of anyone who they have been in close recent contact with. **This will not automatically be all their co-workers, but anyone who meets the definition of a close contact.**

A **close 'contact'** is a person who has been close to someone who has tested positive for COVID-19 anytime from 2 days before the person was symptomatic up to 7 days from onset of symptoms (this is when they are infectious to others). This could be a person who:

- spends significant time in the same household
- is a sexual partner
- has had face-to-face contact (within one metre), including:
 - being coughed on
 - having skin-to-skin physical contact, or
 - contact within one metre for one minute
- has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes
- has travelled in a small vehicle, or in a large vehicle or plane

Where an interaction between 2 people has taken place through a Perspex (or equivalent) screen, this would not be considered sufficient contact, provided that there has been no other contact such as any of those indicated above.

Alerting Close Contacts

When someone first develops symptoms and orders a test, they will be encouraged to alert the people that they have had close contact with in the 48 hours before symptom onset.

If any of those close contacts are co-workers, the person who has developed symptoms should consider asking their employer to alert those co-workers.

Close contacts at this stage do not need to self-isolate unless requested to do so by NHS Test and Trace or a public health professional, but they should:

- avoid contact with people at high increased risk of severe illness from coronavirus, such as people with pre-existing medical conditions
- take extra care in practising social distancing and good hygiene
- watch out for symptoms and self-isolate if they also show signs of coronavirus

Employers may need to keep staff informed about COVID-19 cases among their colleagues. However, employers should not name the individual.

If a co-worker is at risk because of close contact with the positive case, then they will be notified to self-isolate by the NHS Test and Trace service. Employers should make sure their workplaces are safe by regular cleaning and by encouraging good hygiene practice.

If a test is positive

If the person with symptoms tests positive for COVID-19, the **NHS Test and Trace service will notify their close contacts and instruct them to self-isolate.**

This will occur by either a phone call, text message, email or letter. The period of self-isolation will be for up to 14 days, from the point of most recent contact with the person who has tested positive for coronavirus. When Test and Trace advises contacts to self-isolate, the service does not tell them the identity of the person who has tested positive.

Full Current Government advice on Track & Trace in the workplace link below

[NHS Test and Trace service in the workplace - GOV.UK.html](https://www.gov.uk/guidance/nhs-test-and-trace-service-in-the-workplace)

If a test result is negative test result

If you and your household are isolating because you are experiencing coronavirus symptoms, **you and your** household are able to end self-isolation early if you receive a negative test.

However, if you are isolating because you live with someone who has symptoms, you must continue to isolate for 14 days even if you receive a negative test. You may only end isolation early if the person with symptoms in your household receives a negative test.

If you are isolating because you have been contacted by NHS Test and Trace or because you are required to under public health measures at the border, you must continue to isolate for 14 days even if you receive a negative test.

New Countries added to requiring a period of Quarantine

The following have been removed from the exempt list for arrivals from 4am Saturday 22nd August 2020.

- **Austria**
- **Croatia**
- **Trinidad & Tobago**

Then they will now need to have a period of quarantine upon their return to the UK & therefore will not be able to attend the workplace

However you can now travel to & from Portugal without the need to quarantine on your return

Full list of countries that are exempt from the quarantine requirement are found below

<https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors#updates-to-the-travel-corridor-list>

Risk Assessments

Companywide documents have been reviewed & updated

Ensure that **YOU** only display the latest versions - Check your notice boards & update where necessary

Latest Nurture Covid 19 – Risk Assessment

[RA-C25k Dangers of catching Coronavirus \(Covid 19\) UPDATED 3rd August 2020.docx](#)

Main Office Assessment - [Office risk assessment reviewed 3rd August 20.docx](#)

See your regional folder for each regional office assessments: [K:\Office RA](#)

Good Practice Solutions

Mental health during the Coronavirus outbreak

Don't be afraid to ask for help and advice during these difficult times

Remind your team that we operate an Employee Assistance Programme called 'LifeWorks'.

Mental Welfare Support From Lifeworks app

The APP has lots of useful information about self-care, mental health and well-being and has Covid-19 toolkit for individuals too.

If employees haven't yet registered, Busy Bees that operate the platform, are re-issuing the invitation to the app, so please encourage staff to download it on their phones, its free and could be helpful to many.



Helping people in horticulture
Perennial

Perennial's helpline is operating as usual on 0800 093 8543 or visit Perennial.org.uk to fill out the [contact form](#). The confidential helpline is currently open Monday and Wednesday, 9.30am – 5pm and Tuesday, Thursday and Friday, 9am – 5pm.

Sharing best practice is very important companywide & if any of you have suppliers of vital equipment or you have introduced good processes forward information to Robin.Jackson@nurturelandscapes.co.uk which we will include details of in the next bulletin.

The next Compliance bulletin will be Tuesday 8th September 2020