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| BB/TBT No | 02/21 : A |
| Dated | February 2021 |
| Subject | Keeping Safe whilst attending <u>WORK</u> during Covid |

We believe that we have created a safe working environment. We believe that at this point in the season our business and service is **critical** in keeping infrastructure, supply chain and emergency departments moving.



- **Hands** – wash your hands regularly and for at least 20 seconds
- **Face** – wear a face covering in indoor settings where social distancing may be difficult, and where you will come into contact with people you do not normally meet
- **Space** – stay 2 metres apart from people you do not live with where possible, or 1 metre with extra precautions in place (such as wearing face coverings)

Nurture Social Distancing - Practice Social Distancing wherever possible

To ensure we are doing everything possible to reduce the risk of infection. Measures put in place by Nurture include;

- Maintain YOUR social distance at all times, this may involve staggered start and finish times
- where it is not possible to remain 2 metres apart, YOU should work side by side, or facing away from each other, rather than face to face if possible
- Dual teams to remain in the same personnel throughout
- Stagger break times to ensure no interaction thus reducing risk.
- Where a 2nd person is travelling in a van **BOTH MUST WEAR a FACE COVERING**
- Clean down YOUR machinery or vehicles before transferring to another user.
- Sanitize YOUR hands at regular intervals along with machinery and vehicles using wipes provided
- Regular washing of hands for at least 20 seconds.



Compulsory Face Coverings in Vans

In this time of heightened risk – We added an extra control measure to our Covid risk assessment in relation to travelling in work vehicles. – **ALL MUST** wear a face covering when more than 1 person in a van

Where this is not possible 2 people are now permitted to travel in a standard van cab or 3 people are now permitted to travel in a Crew Cab vehicle (2 in front & 1 in the back) as long as:

- All operatives **MUST** wear a face covering.
- Passengers Do **NOT** use the front centre seat
- Teams remain the same throughout – Do **NOT** change van personnel
- Wipe all van cab surfaces with sanitizer on a regular basis
- Hand sanitiser provided in each van for teams usage
- Make sure YOUR vehicles are well-ventilated to increase the flow of air, for example, by opening a window.
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If you have any of the main symptoms of coronavirus (COVID-19), get a test as soon as possible. Stay at home until you get the result.

The Main symptoms of Coronavirus 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



If YOU have been told to Self-Isolate by Track n Trace then YOU MUST also Stay @ Home

NOW - Before YOU start Work

- Check you have sufficient Sanitiser available for your use.
- If NOT - Immediately ask YOUR line Manager for more sanitiser
- If you have a FULL Hand Sanitiser bottle – Question YOURSELF are YOU using the sanitiser enough – it's there to be used to protect YOU & YOUR colleagues – so USE IT where required
- Check you have all required PPE - Restock / Replace where required – Gloves, Face covering etc.

Above All – Take Care of Yourselves by following both Government & Nurture procedures

The poster features the HM Government logo in the top left and the NHS logo in the top right. The central text reads 'We must keep on protecting each other.' Below this are three icons: a hand being washed (labeled 'HANDS'), a face mask (labeled 'FACE'), and two people with a double-headed arrow between them (labeled 'SPACE'). At the bottom, a yellow banner contains the text 'STAY ALERT CONTROL THE VIRUS SAVE LIVES'.