

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

Covid Update

Positive Covid Tests @ 1 of our depots

The situation arose after a Staff member tested positive for Covid-19 the day after his wife tested positive (following interaction with a positive case at the school she worked at) a subsequent staff member who shares the van also has tested positive. This all happened in the space of 72 hrs and we closely monitored other members of the teams that share the yard with the two positive cases, although we are fairly sure they have had little or no interaction with the positive pair.

Thankfully all other team members remain clear but are being closely monitored

This further highlights with the opening of schools and Universities the potential for a rapid development of Covid-19 within staff groups if we are not on top of our game and ensuring working 'bubble groups' stay in their 'bubbles'.

This is particularly highlighted with mobile teams sharing yards and chatting before and after work with colleagues and mechanics etc.

It is therefore very important that you re-iterate to staff that they work and interact within their designated bubbles and keep apart from other colleagues not assigned to their bubble. It is also worth looking in to staggered times for teams operating out of yards if you have not already done so.

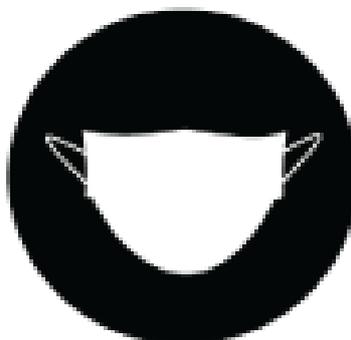
Please can you remind all staff that the risk of catching Covid-19 is at an increase at the moment and that people should not mix with staff outside of their working 'bubbles' and keep safe distances between colleagues.

COVID-19 Guidance

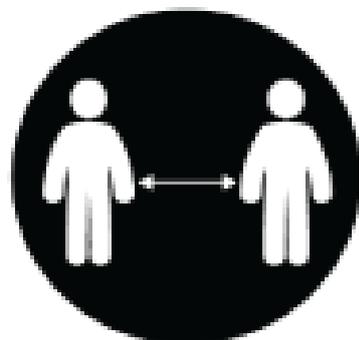
Wash your hands, cover your face, make space.



HANDS



FACE



SPACE

#StaySafe

Ensure YOUR teams maintain Nurtures Social Distancing & Hygiene Procedures at all times

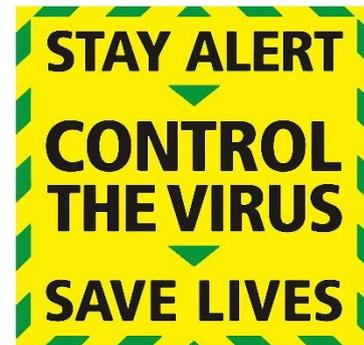
The most important thing we can do is to stay alert, control the virus, and in doing so, save lives.

It is critical that everybody observes the following key behaviours:

HANDS - Wash your hands regularly and for 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 or increasing ventilation indoors).



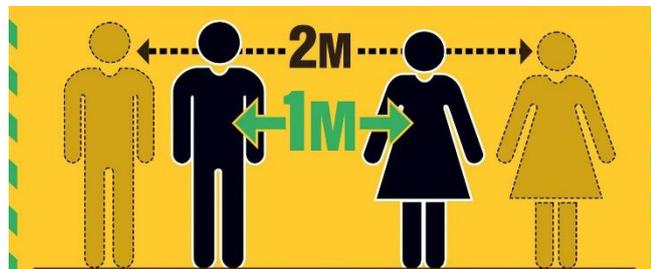
Hygiene & Social Distancing

It is paramount to controlling the virus for us to maintain our hygiene & social distancing procedures

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 operative social distancing at all times, this may involve staggered start and finish times
- where it is not possible to remain 2 metres apart, staff should work side by side, or facing away from each other, rather than face to face if possible
- where face-to-face contact is essential, this should be kept to 15 minutes or less wherever possible
- Dual teams to remain in the same personnel throughout (cohorting)
- Stagger break times to ensure no interaction thus reducing risk.
- Cleaning down of multi-use machinery or vehicles before transferring to another user.
- Sanitising hands at regular intervals along with machinery and vehicles using wipes provided
- Regular washing of hands for at least 20 seconds.
- Using screens or barriers to separate people from each other



If social distancing guidelines cannot be met in full, consider whether that activity needs to continue, and if so, take all mitigating actions to reduce risk.

[Staying alert and safe \(social distancing\) - GOV_UK.htm](#)

Nurture Group current position – re workplace safety

OUR WORKING ENVIRONMENT

- We believe that we have created a safe working environment both for our teams on the ground and across all our offices.
- Numerous measures were put in place months ago and have proved the test of time.
- To date we have spent £82,000 ensuring our employees inside and outside offices can perform their duties safely.

OUTSIDE EMPLOYEES

- Our message to you is that it is very much business as usual following all the sensible precautions that we have been following for months.
- **So please continue to go to work as normal unless you are still on furlough.**
- Thank you for all your efforts since March as you have helped keep your business going.

OFFICE BASED EMPLOYEES

- **The simple message is that our offices will remain open so please do come into work as normal.**
- We only have 12 outside employees left on furlough so 1140 outside employees are back at work keeping Nurture and the wider economy afloat.
- We have a duty to be at our offices supporting these 1140 employees.



Check that YOUR procedures are fully in place & are effective

1. All office / depots have sufficient supply of sanitiser available & is being used by your team members.
2. All your mobile teams have a sufficient supply of hand sanitiser available in their vans
3. Regular cleaning of surfaces is still being undertaken at the stipulated times on your individual office risk assessment
4. Where temperature tests are in place – ALL who attend that site are actually checking their temperatures upon arrival
5. Information posters are displayed in prominent places
6. Workplace screens remain in place & are NOT damaged
7. Any floor markings are still clearly visible & any damaged markings are clearly replaced & are being adhered too
8. Teams are still working in their individual bubbles
9. Ensure your teams are NOT congregating at beginning / end of the days – remaining in their team bubbles.
10. No more than 2 people are being carried in an individual standard 3 seated van
11. Ensure work planned for your teams enables them to maintain a social distance of 2m or 1m with mitigations

Ensure ALL the control measures you have in place at your individual sites are being fully adhered too



Who is eligible to be tested for Coronavirus

If you have any of The MAIN symptoms of the virus are GET A TEST & ISOLATE IMMEDIATELY

1. Get a test to check if you have coronavirus as soon as possible.
2. Stay at home and do not have visitors until you get your test result – only leave your home to have a test.

Anyone you live with, and anyone in your support bubble, must also stay at home until you get your result.

The Main symptoms 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




Stay Alert

If you have symptoms,
play your part; get tested,
protect your friends and family.

All together >

Who Cannot request a test

You **cannot** get a free NHS test **unless** you have symptoms, have been asked to by your local authority, live in England and have been told to by your hospital, or are taking part in a government pilot project.

This applies even if:

- you live with someone who has coronavirus
- you've had close contact with someone who has coronavirus
- you've come to the UK from a high risk country
- you're planning to leave the country
- your employer or school has asked you to get a test

Only get a test if you have coronavirus symptoms or have been asked to get tested. This will help make sure people who need a test can get one.

NHS Test & Trace

The NHS COVID-19 app is an important part of NHS Test and Trace and enhances the contact tracing process by enabling users with a compatible smartphone to check symptoms, order tests and receive results and advice. The app will also provide alerts to self-isolate if a user has been in close contact of a confirmed case. This will help to break chains of transmission, keep people safe, and avoid the need for further societal and economic restrictions.



Encourage your teams to download the NHS test & trace app to their mobile phones & use this at any sites that display The NHS QR Codes

NHS Test and Trace:

- provides testing for anyone who has symptoms of coronavirus to find out if they have the virus
- gets in touch with anyone who has had a positive test result to help them share information about any close recent contacts they have had
- alerts those contacts, where necessary, and notifies them they need to self-isolate to help stop the spread of the virus

Download the NHS COVID-19 app today

The free NHS COVID-19 app is a vital part of the NHS Test and Trace service in England, and the NHS Wales Test, Trace, Protect service.




By following instructions to self-isolate, people who have had close recent contact with someone with coronavirus will be protecting their family, friends, colleagues and other people around them, and will play a direct role in stopping the spread of the virus.

When we MUST ensure our people Self Isolate

You should ensure your employees self-isolate if they:

- have coronavirus symptoms and are waiting for a test result
- have tested positive for coronavirus
- are a member of the same household as someone who has symptoms or has tested positive for coronavirus
- have been in close recent contact with someone who has tested positive and received a notification to self-isolate from NHS Test and Trace, either from a contact tracer or via the NHS COVID-19 app.



You should not share the identity of a worker who has tested positive with other workers.

Where workers are asked to self-isolate because they are a close contact of a positive case

If a worker is asked by NHS Test and Trace to self-isolate, you should:

- not ask them to come into work and tell them to stay at home for their period of self-isolation
- continue to communicate with them and provide support
- allow them to work from home if they remain well and it is practicable to do so, for example, by finding alternative work that can be completed at home

If a worker cannot work from home, you:

- must ensure they receive Statutory Sick Pay (SSP) provided they meet the eligibility criteria
- may consider giving them the option to use their paid leave days if they prefer.

Employees in self-isolation are entitled to SSP for every day they are in isolation, as long as they meet the eligibility conditions.

NHS Test and Trace will provide evidence to your worker that they have been told to self-isolate.

You should ask them to follow the [instructions on getting an isolation note](#)

If contacted by NHS Test and Trace, your worker will need to isolate for the full 14 days from when they came into contact with the positive case. They will not be able to leave self-isolation early even if they are not symptomatic as it can take up to 14 days to develop symptoms.

They should not take a test if they are not symptomatic as this could generate a false negative and they may then go on to develop symptoms in the following days.

What is Meant by a 'contact' in terms of Social Isolation requirement

A **'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 10 days from onset of symptoms (this is when they are infectious to others). For example, a contact can be:

- people who **spend significant time in the same household** as a person who has tested positive for COVID-19
- sexual partners
- a person who **has had face-to-face contact (within one metre)**, with someone who has tested positive for COVID-19, including:
 - being coughed on
 - having a face-to-face conversation within one metre
 - having skin-to-skin physical contact, or
 - contact within one metre for one minute or longer without face-to-face contact
- a person who has been **within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes**
- a person who has **travelled in a small vehicle** with someone who has tested positive for COVID-19 or in a large vehicle or plane near someone who has tested positive for COVID-19.

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.

Contacts of a person who has tested positive for COVID-19 need to self-isolate at home because they are at risk of developing symptoms themselves in the next 14 days and could spread the virus to others before the symptoms begin.

If you are a contact of someone who has tested positive for COVID-19, then you will be notified by the NHS Test and Trace service via text message, email or phone. If you are notified, please follow the guidance in this document closely.

If you have not been notified that you are a contact, this means you do not need to self-isolate and should follow the general guidance, for example, social distancing, hand-washing, and covering coughs and sneezes

Risk Assessments

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

Latest Nurture Covid 19 – Risk Assessment

Covid Risk Assessment - updated 7th Sept

[RA-C25L Dangers of catching Coronavirus \(Covid 19\) UPDATED 7th Sept 2020.docx](#)

Main Office Assessment - [Office risk assessment reviewed 8th Sept 20.docx](#)

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

Comparison of COVID-19, flu and cold symptoms

As we head towards winter Common Colds & Flu's will no doubt start to occur which will at times be difficult to identify & many more people will believe they have caught the Covid virus

Below is a table of the main symptoms for Covid 19, Flu & Colds

Symptoms	COVID-19 (symptoms range from mild to severe)	Flu (rapid onset of symptoms)	Cold (gradual onset of symptoms)
Aches and pains	Sometimes	Common	Common
Cough*	Common	Common	Rare
Diarrhoea	Sometimes in children	Sometimes, especially in children	No
Fatigue	Sometimes	Common	Sometimes
Fever or chills*	Common	Common	Rare
Headaches	Sometimes	Common	Rare
Loss of taste or smell*	Sudden	Rare	Sometimes
Nausea or vomiting	Rare	Sometimes	No
Runny or stuffy nose	Rare	Sometimes	Common
Shortness of breath	Sometimes	No	No
Sneezing	No	No	Common
Sore throat	Sometimes	Sometimes	Common

*A new continuous cough, a high temperature and a loss or change in sense of smell or taste are the main symptoms of COVID-19.
Sources: NHS^{[2],[6],[7]}, World Health Organization^[10], Centers for Disease Control and Prevention^[11]

Remember

If someone displays any of the 3 main Covid 19 symptoms they MUST seek a test & self isolate

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

New Countries added to requiring a period of Quarantine

The following have been removed from the exempt list for arrivals from 4am Saturday 3rd October 2020.

- **Bonaire**
- **St Eustatius**
- **Poland**
- **Turkey**

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

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

[Travel-corridor-list](#)

Public Health England Launch Every Mind Matters

Looking after your mental health

Having good mental health helps us relax more, achieve more and enjoy our lives more. NHS have expert advice and practical tips to help you look after your mental health and wellbeing.



See link below full access to Every Mind Matters documentation

<https://www.nhs.uk/oneyou/every-mind-matters/>

In Scotland its <https://clearyourhead.scot/>

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.