

# Covid-19 update

Guidance and information based on  
Risk Assessment

14<sup>th</sup> May 2020

# Staying COVID-19 Secure in 2020

We confirm we have complied with the government's guidance on managing the risk of COVID-19

## • FIVE STEPS TO SAFER WORKING TOGETHER •

- ✓ We have carried out a **COVID-19 risk assessment** and shared the results with the people who work here
- ✓ We have **cleaning, handwashing and hygiene procedures** in line with guidance
- ✓ We have taken all reasonable steps to **help people work from home**
- ✓ We have taken all reasonable steps to **maintain a 2m distance** in the workplace
- ✓ Where people cannot be 2m apart, we have done everything practical to **manage transmission risk**

Should you need information, help or support, then please contact your line manager in the first instance.

The Health and Safety Executive are available at [www.hse.gov.uk](http://www.hse.gov.uk)

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# Risk Assessment

Following this weeks update from the UK government, the risk assessments regarding operations on sites during the Covid-19 outbreak have been reviewed. Currently, no changes to the control measures outlined in the assessments are required, which means we should:

- Continue to adhere to social distancing guidelines and keep 2m distance from all others
- Continue to practice good personal hygiene – wash hands for 20 seconds with soap and hot water frequently, and particularly after touching anything
- Wear gloves when carrying out cleaning/patrol activities
- Use hand sanitizer available on all sites regularly
- Report any issues to line manager which might affect the ability to implement these control measures

There is currently no clear evidence that wearing masks is an effective control measure, other than when social distancing cannot be observed.

We will continue to review the risk assessments whenever guidance or circumstances change, and update control measures accordingly.

# PPE

- There is no necessity for PPE to be worn
- Social distancing and personal hygiene is the best defence mechanism
- Your own safety is paramount above everything else
- PPE will be provided if you would like to make use of it
- PPE used is done so at your own risk

# How to – Wash your hands



Rub hands palm to palm.



Rub hands palm to palm with fingers interlaced.



In a circular motion rub the tips of fingers in the palm of the opposite hand.



Clean thumb by holding it in the other hand and rotating.



Interlock fingers and rub back of fingers on opposite palms.



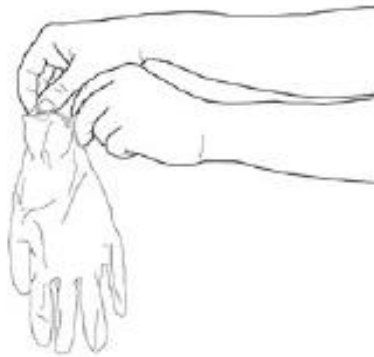
Rinse hands with water.

# How to - Gloves

## I. HOW TO DON GLOVES:



1. Take out a glove from its original box



2. Touch only a restricted surface of the glove corresponding to the wrist (at the top edge of the cuff)



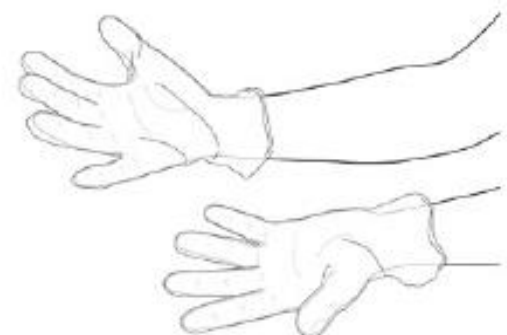
3. Don the first glove



4. Take the second glove with the bare hand and touch only a restricted surface of glove corresponding to the wrist



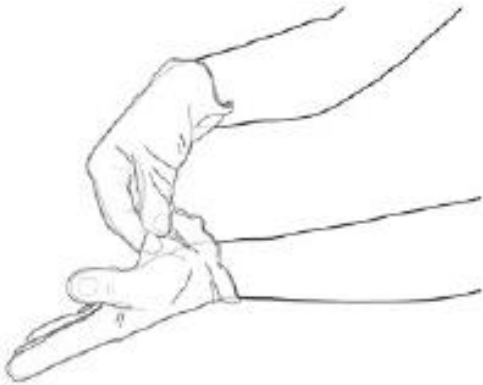
5. To avoid touching the skin of the forearm with the gloved hand, turn the external surface of the glove to be donned on the folded fingers of the gloved hand, thus permitting to glove the second hand



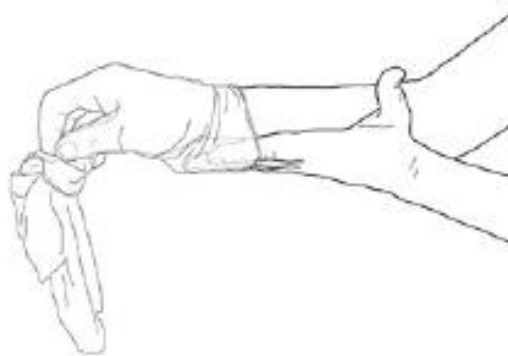
6. Once gloved, hands should not touch anything else that is not defined by indications and conditions for glove use

# How to - Gloves

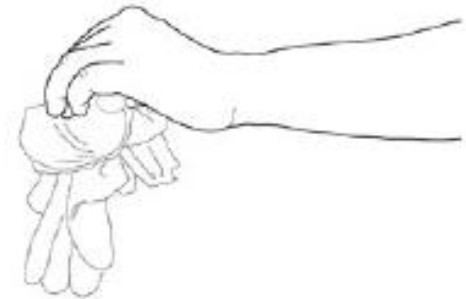
## II. HOW TO REMOVE GLOVES:



1. Pinch one glove at the wrist level to remove it, without touching the skin of the forearm, and peel away from the hand, thus allowing the glove to turn inside out



2. Hold the removed glove in the gloved hand and slide the fingers of the ungloved hand inside between the glove and the wrist. Remove the second glove by rolling it down the hand and fold into the first glove



3. Discard the removed gloves

## REMEMBER!

- Wash your hands BEFORE you apply the gloves
- Wash your hands AFTER you have removed the gloves



# How to – face mask

1



Before putting on a mask, wash hands with alcohol-based hand rub or soap and water

2



Cover mouth and nose with mask and make sure there are no gaps between your face and the mask

Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water

## REMEMBER!

- Wash your hands **BEFORE** you apply the mask
- Wash your hands **AFTER** you have removed the mask

# How to – face mask

3



Replace the mask with a new one as soon as it is damp and do not re-use single-use masks

4



To remove the mask: remove it from behind (do not touch the front of mask); discard immediately in a closed bin; wash hands with alcohol-based hand rub or soap and water

## REMEMBER!

- Wash your hands **BEFORE** you apply the mask
- Wash your hands **AFTER** you have removed the mask

# How to – safety glasses / face shield

- Never touch the front of the device
- Apply and remove the device using its arms, as far away from the front as possible
- Do not put on and take off regularly when in areas where social distancing is difficult
- At the end of your shift, or when needed during your shift, these items must be washed in hot water with soap and then dried with paper towel



## **REMEMBER!**

- **Wash your hands BEFORE you wear the device**
- **Wash your hands AFTER you have removed the device**

# Maintaining social distancing

- This has to be your focus when at work – both with work colleagues as well as with customers and the visitors that you will be milling around
- Your site lead / client will guide you on the specific requirements that you have to observe when at work
- Always do your best to be at least 2 metres from anyone else
- Now, more than ever, your communication skills are very important – if you think there is a need to be closer than 2 metres then think HOW ELSE CAN I DO THIS?
- Make recommendation and share ideas with your site lead / the client if there appears to be a simple solution to a problem that you encounter
- Remember: Good personal hygiene is the best protection!

# First Aid

## Advice for first aiders

As a first aider, in addition to high quality clinical skills, to be effective you need to:

- Be aware of the risks to yourself and others
- Keep yourself safe
- Give early treatment
- Keep yourself informed and updated
- Remember your own needs

In the current climate with the prevalence of the COVID-19 pandemic, these skills become even more important and St John's Ambulance have provided guidance on how you can apply these skills when managing a first aid incident.

# First Aid

## 1. Be aware of the risks to yourself and others

When approaching a casualty there is always a risk of cross contamination – especially when you may have to get close to the casualty to assess what is wrong or to check their breathing. It is always important to be aware of the risks of how this cross contamination has occurred. According to NHS 111 we do not know exactly how coronavirus spreads from person to person but similar viruses are spread in cough droplets.

## 2. Keep yourself safe

In line with government advice, make sure you wash your hands or use an alcohol gel, before and after treating a casualty also ensure that you don't cough or sneeze over a casualty when you are treating them.

The Resuscitation Council (UK) provides some useful advice of how to keep yourself safe when providing CPR, the main change being to not give rescue breaths. [You can read their full advice on their website here.](#)

- Don't lose sight of other cross contamination that could occur that isn't related to COVID-19.
- Wear gloves or cover hands when dealing with open wounds
- Cover cuts and grazes on your hands with waterproof dressing
- Dispose of all waste safely
- Do not touch a wound with your bare hand
- Do not touch any part of a dressing that will come in contact with a wound.

# First Aid

## 3. Give early treatment

The vast majority of incidents do not involve you getting close to a casualty where you would come into contact with cough droplets. Sensible precautions will ensure you are able to treat a casualty effectively.

## 4. Keep yourself informed and updated

As this is a new disease this is an ever changing situation and the government and NHS are continually updating their advice. Make sure that you regularly review the NHS 111 or Gov.uk website which has a specific section on Coronavirus

## 5. Remember your own needs

These are challenging and uncertain times for all. The COVID-19 outbreak has meant a lot of upheaval and worry for people. In order to help others you will also need to look after your own needs. Make sure you take time to talk about your fears and concerns with someone you trust and to take out time to look after yourself

# First Aid

Useful links for further info:

- [Click here to visit NHS 111](#)
- [Click here to visit Gov.uk](#)
- [Click here to visit Resuscitation Council](#)
- [Click here to visit St John's Ambulance](#)