



Health & Safety Policy re COVID-19 Pandemic

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If someone becomes unwell in the workplace with a new, continuous cough or a high temperature, they should be sent home and advised to follow the advice to stay at home.

Employees are reminded to wash their hands for 20 seconds more frequently and catch coughs and sneezes in tissues.

Frequently clean and disinfect objects and surfaces that are touched regularly, using your standard cleaning products.

Employees will need your support of Spill Defence Ltd to adhere to the recommendation to stay at home to reduce the spread of coronavirus (COVID-19) to others.

Those who follow advice to stay at home will be eligible for statutory sick pay (SSP) from the first day of their absence from work Spill Defence will use its discretion concerning the need for medical evidence for certification for employees who are unwell. This will allow GPs to focus on their patients.

If Spill Defence Ltd require evidence from an employer, those with symptoms of coronavirus can get an isolation note from NHS 111 online, and those who live with someone that has symptoms can get a note from the NHS website.

Employees from defined vulnerable groups will be strongly advised by Spill Defence and supported to stay at home and work from there if possible.

Symptoms

The most common symptoms of coronavirus (COVID-19) are a new, continuous cough or a high temperature.

For most people, coronavirus (COVID-19) will be a mild infection.

What to do if someone develops symptoms of coronavirus (COVID-19) on site. If anyone becomes unwell with a new, continuous cough or a high temperature in the business or workplace they should be sent home and advised to follow the stay at home guidance.

If they need clinical advice, they should go online to NHS 111 or call 111 if they don't have internet access. In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell with symptoms consistent with coronavirus infection.

It is not necessary to close the business or workplace or send any staff home, unless government policy changes. Keep monitoring the government response page for the latest details.

Spill Defence good practise:

Keep everyone updated on actions being taken to reduce risks of exposure in the workplace.

Ensure employees who are in a vulnerable group are strongly advised to follow social distancing guidance.

Make sure everyone's contact numbers and emergency contact details are up to date.

Make sure managers know how to spot symptoms of coronavirus (COVID-19) and are clear on any relevant processes, for example sickness reporting and sick pay, and procedures in case someone in the workplace is potentially infected and needs to take the appropriate action.

Make sure there are places to wash hands for 20 seconds with soap and water, and encourage everyone to do so regularly.

Provide hand sanitiser (where possible) and tissues for staff, and encourage them to use them.