

Tips to stay Covid safe – community groups indoor gatherings

This information has been approved by infection prevention and control specialists at Cornwall Council.

Hand hygiene	<ul style="list-style-type: none">• Promote and assist with hand hygiene if necessary, to everyone on the premises• Ensure liquid soap and disposable paper towels are available at all sinks• Alcohol-based hand rub can be used if hands are not visibly dirty. Ensure that it is used correctly it needs to cover all areas of the hands (imagine you are applying moisturising hand cream)• Regular hand hygiene practice audits completed and fed back to employees and members• Gloves, if being worn by attendees, should be removed on arrival at the premises and the individual advised/ assisted to wash their hands. Gloves should not be worn routinely as this tends to reduce the frequency of hand hygiene.
Respiratory hygiene	<ul style="list-style-type: none">• Remember to avoid touching your face, eyes and mouth if possible• Use disposable single-use tissues and dispose of these immediately after use• Clean hands after coughing and sneezing using soap and water if possible• Alcohol based hand sanitiser can be used if necessary.
Cleaning	<ul style="list-style-type: none">• Ensure all surfaces are cleaned regularly• Ventilate indoor spaces where possible• Reduce clutter and remove difficult-to-clean items• Ensure cleaning agents/disinfectants are covid appropriate (i.e. disinfectants are clearly identified as being virucidal) Remember to store and use cleaning/ disinfectant products in line with manufacturer's instructions and COSHH requirements.
Food/ refreshments	<ul style="list-style-type: none">• Avoid buffet stations for beverages and food where possible• Ensure that there is sufficient space to allow social distancing to be maintained in all areas where food and drinks are being served• Avoid shared containers of biscuits etc that multiple people can touch.

Tips to stay Covid safe – community groups indoor gatherings

<p>Unnecessary items and soft items/ furnishings</p>	<ul style="list-style-type: none"> • Remove soft furnishings like cushions, rugs, blankets, soft toys • Use non-absorbent seat coverings over fabric seating and ensure these are part of the cleaning schedule.
<p>Frequently touched surfaces</p>	<ul style="list-style-type: none"> • Think about and list those areas and surfaces (e.g. door handles/plates, grab rails toilet flush handles/taps) that are frequently touched as they will require cleaning between groups/bubbles or individuals in addition to periodic cleaning throughout the session • Try to ensure that where possible items/equipment used during therapy/ activities can be effectively cleaned and that items are not passed from person to person during activities • Ensure that there is a process in place for cleaning toys and other shared items after use by an individual • As a minimum, frequently touched surfaces should be wiped down twice a day: one of these should be at the beginning or the end of the working day • Cleaning frequently touched surfaces is particularly important in bathrooms and communal kitchens, including kettle handles, fridge door handles, light switches.
<p>Risk assessment</p>	<ul style="list-style-type: none"> • Assess attendees prior to arrival for symptoms associated with COVID-19 and if these are reported advise the individual to go home and arrange to be tested • Community groups should take all possible steps to secure safety of users and staff and should decide to remain closed if they are not able to safely adhere to the guidelines outlined in the section on <u>risk assessments</u>.
<p>Face coverings</p>	<ul style="list-style-type: none"> • Volunteers, carers and people using services should wear a face covering unless exempt when: <ul style="list-style-type: none"> • In any public indoor setting • Using shared transport with people outside their household.

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	<ul style="list-style-type: none"> • Face coverings should cover both the nose and mouth and should not be touched when worn as this causes increased risk of contamination of the hands and face • Face coverings should be changed regularly (i.e. if they become wet or soiled) and washed daily • Disposable surgical masks are single use and should not be worn more than once.
Social distancing	<ul style="list-style-type: none"> • Continue to use the two-metre social distancing rule in all settings. If this is not possible, a risk assessment should be undertaken, including the potential to withhold services where safe practice cannot be achieved.
Asymptomatic testing	<ul style="list-style-type: none"> • Testing is an important measure to support community centres to remain open safely. Regular testing can identify staff with no symptoms carrying COVID-19 who may pass this on to other staff members and people who use day care centres. • Staff and volunteers have access to <u>twice-weekly lateral flow testing</u> on premises or via three testing sites in Cornwall. • Ensure that testing takes place in an area that maintains the safety of all should a test return a positive result • Staff should not enter the premises until the result of the LFT is known and is negative.
Test and trace	<ul style="list-style-type: none"> • Providers will need to be familiar with the <u>NHS Test and Trace guidance for employers</u> • It is important that: <ul style="list-style-type: none"> • People attending, families, carers and staff are all aware of what to do if they are contacted, and that they must contact the group • The group keeps up-to-date record as to which individuals have been in contact or possible contact within the day care service or services • Retain a register of attendees at each session for follow-up purposes in case of a positive test being reported

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	<ul style="list-style-type: none"> • Groups understand their duty to report to local <u>Health Protection Teams</u> if there are confirmed or suspected cases of COVID-19.
Self-isolation	<ul style="list-style-type: none"> • If you have been told to self-isolate by the national Test and Trace service, you may then receive a follow up call from <u>Cornwall Council local case review service</u> • <u>Financial support</u> is available for people who are required to self-isolate or care for children and young people who are self-isolating.
Transport	<ul style="list-style-type: none"> • Ensure provisions are met and planned for in advance with regards to transport to meet safety guidelines • It is likely that group vehicles, such as minibuses will have reduced capacity. As well as travel to the activity or centre, arrival, exiting vehicles and entering the venue or building will need planning • <u>Read guidance</u> for transport providers, transport users and using private cars and other vehicles.
Supporting individuals with transition back into a service	<ul style="list-style-type: none"> • Consideration of how to support people to transition back into a group or service will be necessary • Some people returning to face-to-face activities may have experienced a loss of confidence or be anxious about whether they will be able to remember the new measures so there may be a need for detailed planning where people will need to adjust to returning to a group or service.