

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 19 Status

For latest Nurture Group advice refer to the following Management Guidance

<U:\Human Resources\CORONAVIRUS\Coronavirus - Manager's guide V2.pdf>

Social Distancing

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 possible vehicles to contain the driver only – where 2nd person present public health recommendations for transportation in cabs is followed.
- Dual teams to remain in the same personnel throughout
- Minimise contact between workers and avoid skin-to-skin and face-to face contact. Where face-face essential, limit to 15 minutes
- 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.

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.

Updated Risk Assessments

Companywide Coronavirus Risk Assessment updated 9th April 20

[RA-C25 Dangers of catching Coronavirus \(Covid 19\) UPDATED 9th April 20.docx](RA-C25 Dangers of catching Coronavirus (Covid 19) UPDATED 9th April 20.docx)

Sanitisation of Company Vehicle

<RA-C27 Sanitization of vehicles to treat & prevent Covid 19 spread.docx>

Temporary Homeworking Risk Assessment - unchanged

<RA-T70 Temporary Home Working.docx>

Covid 19 – Updated Information from Last week

Social Distancing in the Workplace – Updated 7th April

Where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the business to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission between staff. If a 2 metre distance cannot be maintained, staff should work side by side, or facing away from each other, rather than face to face if possible. You should communicate to all staff that they should wash their hands with soap and water for 20 seconds or more and more frequently than normal

[Social distancing in the workplace during coronavirus \(COVID-19\) sector guidance - GOV_UK.htm](Social distancing in the workplace during coronavirus (COVID-19) sector guidance - GOV_UK.htm)

Transportation in cabs – from public health England



Social distancing should be maintained where possible but we recognise that on many forms of transport, staff will not always be able to stay 2 metres away from each other or passengers.


Some examples of the advice are below.

If workers have to share enclosed spaces such as the cabs of vehicles, they should keep the window open for ventilation and they should be careful to avoid touching their face at all times.

On leaving the enclosed space, they should wash their hands with soap and water for 20 seconds or more or use hand sanitiser when they cannot wash their hands.

[Social distancing in the workplace during coronavirus \(COVID-19\) sector guidance - GOV_UK.htm](Social distancing in the workplace during coronavirus (COVID-19) sector guidance - GOV_UK.htm)

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| <p>Bali have produced some frequently asked question documentation</p> | <p>Contractual Guidelines COVID-19 BALI FAQ - Contractual Guidelines.pdf</p> <p>Workforce Guidelines COVID-19 BALI FAQ - Workforce Guidelines.pdf</p> <p>Government Business Support COVID-19 BALI FAQ - Government Business Support.pdf</p> <p>Bali's overall position has been updated BALI reaffirms its position on COVID-19 (coronavirus) following Government updates to guidelines for businesses in England final.pdf</p> |
| <p>Good Practice Solutions</p> | |
| <p>Mental Welfare</p> <p>Get in a routine when Home working</p> | <p>Get a routine – where possible stick to your normal timings, up at the usual time, do all the usual things. There is reassurance and stability in routines.</p> <p>Maintain standards. Get dressed for work, and don't neglect hygiene in any form especially in the current crisis.</p> <p>Set up a normal office facility– chair, table/desk, and lighting. Safety requirements are the same wherever your office is located. You might need some new equipment.</p> <p>Maintain a programme for the week, plan your days and always have a to do list. Set achievable targets.</p> <p>Make sure that you take normal breaks. Just as if you were in your regular work office.</p> <p>Communicate with others regularly. This is very important. Maintain relationships with those you would normally communicate with – why would you stop? Exchange good news as well as bad. Share good practice and new ideas. Try new ways of working. (Microsoft Teams, Zoom conferencing, speakers to make your phone hands free when typing). This is critical for stability, reassurance, well-being, mental good health, maintaining enthusiasm.</p> |
| <p>Mental Welfare Support From Lifeworks app</p> | <p>Remind your team that we operate an Employee Assistance Programme called 'LifeWorks'.</p>  <p>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.</p> |
| <p>Support & Advice available from Perennial</p> | <p>Support and Advice relating to Coronavirus (COVID-19) from Perennial</p>  <p>Our Freephone helpline is operating as usual. If you need support during these incredibly difficult times, please call us on 0800 093 8543</p> |

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| <p>Shortage of Surface Cleaners</p> | <p>A couple of recently sourced products by South Central</p> <p>Huwa-San TR3 supplied by Sherriff Amenity They come in a box of 15 which costs £89.25/ box or £5.95 each They are plus vat and £12.75 carriage Coshh assessment SSCA W081 - Huwa San.doc</p> <p>Virabact supplied by Chartway Janitorial. 5 Litre tubs of Virabact are £21, refillable trigger spray bottles are £2.50ea. Coshh assessment - SSCA W080 - VIRABACT multi surface cleaner.doc</p> |
| <p>De Sanitization of possibly infected van</p> | <p>RA / Procedure RA-C27 Sanitization of vehicles to treat & prevent Covid 19 spread</p> |
| <p>Open Public Toilet Locations</p> | <p>BALI state 'For teams who travel between sites, it would be illogical and unreasonable to expect an employer, or a client, to provide alternative portable facilities during the coronavirus pandemic'. There are however plenty of alternatives which would be regarded as reasonable alternatives: The website https://www.toiletmap.org.uk/. Lists the locations of all public toilets in the UK.</p> |
| <p>April Business Briefs</p> | <p>Subjects are:</p> <ul style="list-style-type: none"> • Corona Situation Update • Lone Working • Busy Bees - Employee Assistance • Perennial - Support & Advice <p>Business Brief April 20.pdf</p> |
| <p>Avoiding attending A&E by avoiding accidents</p> | <p>The last place we want to be visiting is a hospital as a potential patient In these hard operational times please ensure your guys follow all company H&S procedures to help reduce any requirement of need to visit A&E. Controls include:</p> <ul style="list-style-type: none"> • Ensure All wear correct PPE @ all times • Ensure all machines and equipment is fully guarded • Contact your teams on a regular basis ensuring all is well • Ensure Lone Workers do not complete any High Risk Task <p>This is not the time that your teams want to be injured and have to go to an A&E hospital.</p> <div data-bbox="678 1435 1254 1693" style="text-align: center;">  </div> |
| <p>Frequently asked Question</p> | |
| <p>Is it ok to have more than 2 people travelling in a Crew Cab</p> | <p>NO – The priority is to where possible to use single driven vehicles – gritter vans & short term hires are still allowed</p> <p>The problem with crew cabs is that you are NOT sat side by side & the person in the rear is facing the people in the front</p> <p>Dual should still be avoided where possible – but if required you can now do it following Govt guidelines - We must stick with 2 max & ideally singles where possible.</p> |



Compliance Bulletin



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| I cannot always maintain Social distance at all times from my colleague | If a 2 metre distance cannot be maintained, your team should work side by side, or facing away from each other, rather than face to face if possible. Maximum time allowed is 15 minutes |
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Sharing best practice is very important companywide & if any of you have suppliers of vital equipment or you have introduced good processes forward information to Robin.Jackson@nurturelandscapes.co.uk which we will include details of in next week's bulletin.

Next Week's bulletin will be Tuesday 21st April