

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

### Help avoid the 2<sup>nd</sup> Spike

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



This week the Government have updated their Working Safely with Coronavirus guidelines highlighting priority actions to take - what businesses need to do to protect staff and customers

Seven steps to protect yourself, your staff and your customers during coronavirus.

**1. Complete a COVID-19 risk assessment.** Share it with all your staff.

**2. Clean more often.** Increase how often you clean surfaces, especially those that are being touched a lot. Ask your staff, customers, visitors or contractors to use hand sanitiser and wash their hands frequently.



**3. Ask your customers or visitors to wear face coverings** where required to do so by law. That is especially important if your customers or visitors are likely to be around people they do not normally meet. Some exemptions apply. **(Mainly Shops)**

**4. Make sure everyone is social distancing.** Make it easy for everyone to do so by putting up signs or introducing a one-way system that your staff and visitors can follow.

**5. Increase ventilation** by keeping doors and windows open where possible and running ventilation systems at all times.

**6. Take part in NHS Test and Trace** by keeping a record of all staff, customers, visitors and contractors for 21 days. From 18 September, this will be enforced in law.'

**7. Turn people with coronavirus symptoms away.** If a staff member (or someone in their household) or a visitor has a persistent cough, a high temperature or has lost their sense of taste or smell, they should be isolating.

Full document - <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/construction-and-other-outdoor-work>

**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).



## REMEMBER FACTS FOR A SAFER BRITAIN

<b>F</b>	<b>Face coverings</b>	
<b>A</b>	<b>Avoid crowded places</b>	
<b>C</b>	<b>Clean your hands regularly</b>	
<b>T</b>	<b>Two metre distance</b>	
<b>S</b>	<b>Self isolate and book a test if you have symptoms</b>	

## The MAIN symptoms of the virus – if any of these symptoms observed – GET A TEST & ISOLATE IMMEDIATELY

### 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



If not already done Refresh Your Office / Depot Information Posters by displaying 2 posters on link below in a prominent position.

[Posters Aug 20 living safely.pdf](#)

### Rule of 6

From Monday 14 September, when meeting friends and family you do not live with you must not meet in a group of more than 6, indoors or outdoors.

From 14 September - when the new rules apply - it will be against the law to meet people you do not live with in a group larger than 6 (unless you are meeting as a household or support bubble). The police will have the powers to enforce these legal limits, including to issue fines (fixed penalty notice) of £100, doubling for further breaches up to a maximum of £3,200.



There are exceptions where groups can be larger than 6 people, including: **for work,**  
Full list of exceptions are found on link below

<https://www.gov.uk/government/publications/coronavirus-covid-19-meeting-with-others-safely-social-distancing/coronavirus-covid-19-meeting-with-others-safely-social-distancing>

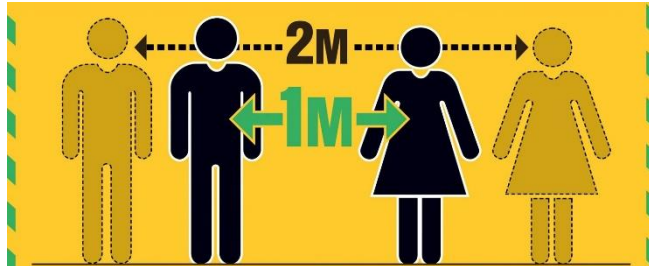
## Hygiene & Social Distancing

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](#)

## 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

Companywide documents have been reviewed & updated

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 7<sup>th</sup> 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](#)

## New Countries added to requiring a period of Quarantine

The following have been removed from the exempt list for arrivals from 4am Saturday 29<sup>th</sup> August 2020.

- **French Polynesia,**
- **Hungary,**
- **Portugal and Réunion (not including Madeira and the Azores)**

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

**However you can now travel to & from Sweden without the need to quarantine on your return**

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

<p><b>Mental health during the Coronavirus outbreak</b></p> <p>Don't be afraid to ask for help and advice during these difficult times</p>	<p>Remind your team that we operate an Employee Assistance Programme called 'LifeWorks'.</p> <p><b>Mental Welfare Support From Lifeworks app</b></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>Helping people in horticulture <b>Perennial</b></p>	<p><b>Perennial's helpline is operating as usual on 0800 093 8543 or visit <a href="http://Perennial.org.uk">Perennial.org.uk</a> to fill out the <a href="#">contact form</a>. The confidential helpline is currently open Monday and Wednesday, 9.30am – 5pm and Tuesday, Thursday and Friday, 9am – 5pm.</b></p>

**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](mailto:Robin.Jackson@nurturelandscapes.co.uk) which we will include details of in the next bulletin.**

**NOTE:**

**The next Compliance bulletin will be Tuesday 6<sup>th</sup> October 2020**

**We will be missing the next couple of weeks & then we will be producing fortnightly .**