

Health and Safety

COVID AMBASSADORS

Ambassadors are employed by the local councils. They ensure businesses are operating safely and adhering to guidelines and restrictions. Covid-19 Ambassadors make regular visits to local businesses to check whether owners are being compliant with rules and regulations.

As an employer you have a responsibility to keep people safe. You can do this by conducting a risk assessment.

You must:

- Identify what work activity or situations might cause transmission of the virus.
- Think about who could be at risk.
- Decide how likely it is that someone could be exposed.
- Act to remove the activity or situation, or if this isn't possible, control the risk.

More information can be found here:

www.hse.gov.uk/coronavirus/working-safely/risk-assessment.htm

CRITERIA OF PASSING A RISK ASSESSMENT

- Does the premises have a COVID risk assessment?
- Are the staff aware of the risk assessment and its content?
- Is there signage in a prominent place requiring visitors to keep 2m Social Distance?
- Is there a queue management and/ or a one-way system in place?
- Is this being complied with and managed effectively?
- Are there any screens or barriers in place to separate visitors and staff?
- Are there hand washing and/ or sanitisation facilities available for visitors and staff?
- Is the business operating in a COVID-Secure manner in accordance with the government guidance applicable to their business type? (See link overleaf)

ENCOURAGING CUSTOMERS TO SHOP CLICK & COLLECT

Click & Collect services offer a safe way for customers to browse, gather information and make purchases. The only point of contact is collection. This reduces contact, which reduces the risk of spreading coronavirus. This can be implemented into most online e-commerce checkouts as a shipping option and is a convenient delivery option for customers.

SIGNS AND SAFETY FEATURES IN SHOPS

Signage to include in stores

- Social distancing/ 2-metre distance to be kept
- Face coverings must be worn
- Please sanitise your hands
- Card or contactless payments only
- Restrictions on maximum people allowed in the store
- Way in/ way out

Safety features to include in stores

- Hand sanitiser
- Cleaning equipment for baskets/ trolleys
- Perspex screens
- Contactless payment readers
- Staff to wear face coverings/ PPE
- Regular cleaning throughout the store- paying attention to doors, handles, surfaces that people touch regularly
- Keep track of people in store, not going over maximum number

SPECIFIC INFORMATION FOR DIFFERENT TYPES OF BUSINESSES

For information on how to keep your specific business safe in-line with government guidelines please visit:

www.gov.uk/guidance

