



Hay, Brecon & Talgarth Sanctuary for Refugees

HBTSR COVID POLICY

Coronavirus disease (COVID-19) is a highly infectious disease caused by a coronavirus identified in January 2020. The coronavirus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes. While Vaccines became available in December 2020, prevention remains the best way to keep people safe and stop the spread of this deadly disease.

This guidance is correct at the time of writing but it is recommended that you read in conjunction with Welsh Government guidance which can be found –

<https://gov.wales/coronavirus>

<https://phw.nhs.wales/topics/latest-information-on-novel-coronavirus-covid-19/>

Signs of COVID-19:

- New, continuous cough
- High temperature
- Loss or change in the normal sense of taste or smell
- But newer variants may have symptoms more like the common cold.

Stay at home if you or someone you live with is displaying any of the above symptoms. Follow the self-isolation guidance and apply for a coronavirus test.

Information:

<https://gov.wales/self-isolation-stay-home-guidance-households-possible-coronavirus>

<https://gov.wales/apply-coronavirus-covid-19-test>

<https://gov.wales/people-increased-risk-coronavirus>

Keep safe by:

- Always observe social distancing (2 metres)
- Wash hands regularly with soap and water for at least 20 secs. In the absence of soap and water use alcohol-based gel/rub
- It is a legal requirement to wear a face covering in premises that are open to the public, except where the person is aged 11 years or under or the person has a reasonable excuse not to wear a face covering
- A maximum of 30 people (space permitting) are allowed to meet indoors for an organised activity. The number of 30 excludes children aged under 11 years
- Ensure there is adequate ventilation in the venue

- Wear Personal Protective Equipment (PPE). This will depend on the activity being undertaken and the risk assessment undertaken
- Avoid handling cash if possible but if cash is used then gloves should be worn or alcohol gel available
- Use own equipment especially for food and drinks
- A record of attendees should be obtained. Inform them that the information may be passed onto the Test Trace Protect Scheme should they need to undertake contact tracing. The information should be kept in a safe (locked) place for 21 days (cf GDPR and Data Protection Act 2018)
- An NHS COVID-19 app has been launched and organisations are encouraged to display the NHS QR poster on entry so that those who have downloaded the app can use their phones to check in
- Cleaning protocols should be in place. The cleaning and recording should be displayed. The cleaning duties are often discharged to the hirer. Frequently touched surfaces should be cleaned frequently eg. door handles, light switches, phones, keyboards. Periodic deep cleaning should also be undertaken. Magazines and soft furnishings should not be used.

The evidence remains clear that the most effective way to protect yourself and others from infection is to follow social distancing rules, wear a mask, avoid touching surfaces and your face, and wash your hands regularly.

Information:

<https://gov.wales/coronavirus-social-distancing-guidance>

<https://gov.wales/taking-all-reasonable-measures-minimise-risk-exposure-coronavirus-workplaces-and-premises-open>

<https://gov.wales/face-coverings-guidance-public>

<https://gov.wales/test-trace-protect-coronavirus>

<https://gov.wales/businesses-urged-prepare-nhs-covid-19-app>

<https://gov.wales/nhs-covid-19-app-guidance-businesses-and-organisations>

How long does the coronavirus survive for?

Transmission from surfaces is a much lower risk than from person to person.

Coronavirus can stay on surfaces for varying lengths of time depending on the type of surface eg –

- Plastics – 3-4 days
- Stainless Steel – 2-3 days
- Cardboard – 24 hours
- Glass – 5 days
- Fabric/ shoes – not much research available but probably 2-3 days

<https://www.webmd.com/lung/how-long-covid-19-lives-on-surfaces>

Remember also:

People from a Black, Asian and minority ethnic background and older people are more likely to get seriously ill from coronavirus

<https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/whos-at-higher-risk-from-coronavirus/>

Minimising the risk of exposure to or the spread of coronavirus:

For any activity undertaken by HBTSR members/volunteers, the person responsible for the activity must complete and produce a risk assessment for that activity.

See risk assessment tool at the end of this guideline

Information:

<https://gov.wales/covid-19-workforce-risk-assessment-tool>

[https://www.hse.gov.uk/coronavirus/index.htm?
utm_source=hse.gov.uk&utm_medium=refferal&utm_campaign=coronavirus&utm_content=home-
page-banner](https://www.hse.gov.uk/coronavirus/index.htm?utm_source=hse.gov.uk&utm_medium=refferal&utm_campaign=coronavirus&utm_content=home-page-banner)

<https://www.hse.gov.uk/coronavirus/working-safely/risk-assessment.htm>

<https://www.hse.gov.uk/simple-health-safety/risk/risk-assessment-template-and-examples.htm>

Regulation 3 of the Health and Safety at Work Regulations 1999 (1) - [https://
www.legislation.gov.uk/uksi/1999/3242/regulation/3/made](https://www.legislation.gov.uk/uksi/1999/3242/regulation/3/made)

Useful signs:

<https://gov.wales/safety-and-physical-distancing-signs-employers-coronavirus>

Other information:

<https://thirdsectorsupport.wales/app/uploads/2020/07/Volunteering-After-Lockdown.pdf>

<https://gov.wales/health-protection-coronavirus-restrictions-wales-regulations-2020-amended>

HAY BRECON TALGARTH SANCTUARY FOR REFUGEES

RISK ASSESSMENT – COVID-19

| What are the hazards? | Who might be harmed? | What controls are in place? | What additional controls are in place? | Action by who? | Date |
|------------------------------|-----------------------------|------------------------------------|---|-----------------------|-------------|
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Risk assessment completed by

Date