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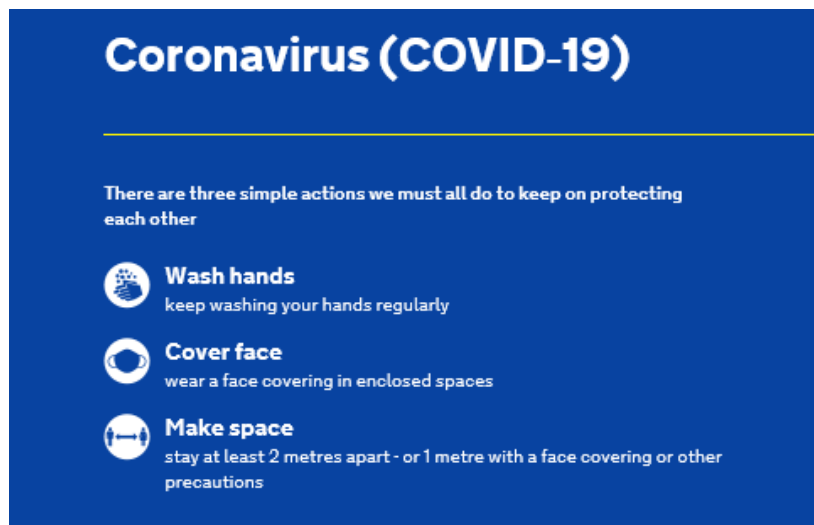
Date: Wednesday 16<sup>th</sup> September 2020 # 16

**Coronavirus (COVID-19): Latest information and advice.**



## Introduction

As a country, a region, a site, teams, families and individuals we are all aware of the raising number of COVID cases. Now is a time to remain resilient and aware of the group and individual controls to limit the spread of the virus. ICL Boulby and Teesdock are committed to maintaining COVID Secure sites - providing resource and guidance to achieve this. Together we are and can continue to manage the viral hazard that is COVID-19.



**From Monday 14 September, you must not meet with people from other households socially in groups of more than 6.** This will apply indoors and outdoors, including in private homes. This change will simplify and clarify the rules on social gatherings, so they are easier to understand and easier for the police to enforce. There will be a limited number of exemptions. COVID-19 Secure venues, such as places of worship, restaurants and hospitality venues, can still host larger numbers in total but groups of up to 6 must not mix or form larger groups. This rule will not apply to individual households or support bubbles of more than 6 who will still be able to gather together. Education and work settings are unaffected, and organised team sports will still be able to proceed, as will weddings and funerals up to 30. From Monday, this limit will be enforceable in law.

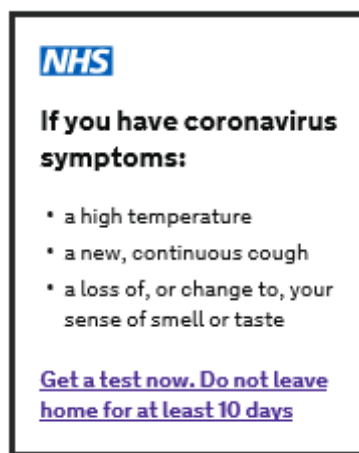
Further information can be found here <https://www.gov.uk/government/news/coronavirus-covid-19-what-has-changed-9-september>

## What to do when your child is sent home from school

If your child is sent home from school because someone else in their class has Covid-19 Symptoms, however your child does not have symptoms, then there is no need for you or the rest of your household to isolate even though the school has asked your child to isolate. If your child then goes onto develop symptoms, then your household must isolate.

If however your child is sent home from school because they have Covid-19 Symptoms, then your household should go into isolation for 14-days. You should arrange for your child to be tested (so long as they are aged 5 or older). If the test result comes back negative, then your household is able to come out of isolation so long as no one else develops symptoms. If your child has a positive test, then your household should continue to isolate as per government guidance.

The Government have advised that you should only have a test if you have symptoms or you are told to have a test by the NHS/Public Health England. Therefore, if someone in your household has symptoms, but you do not, then you need not have a test but the person in your household should.



If you **have symptoms of COVID-19** however mild, **self-isolate for at least 10 days** from when your symptoms started. You should arrange to have a test to see if you have COVID-19 – go to [testing](#) to arrange or **call NHS 119**. Do not go to a GP surgery, pharmacy or hospital.

If you are not experiencing symptoms but **have tested positive for COVID-19**, self-isolate for at **least 10 days**, starting from the day the test was taken. If you develop symptoms during this isolation period, restart your 10-day isolation from the day you developed symptoms.

**After 10 days, if you still have a temperature** you should continue to self-isolate and seek medical advice. You do not need to self-isolate after 10 days if you only have a cough or loss of sense of smell or taste, as these symptoms can last for several weeks after the infection has gone. See the ending isolation section below for more information.

**If you live with others**, all other household members need to stay at home and not leave the house for **14 days**. The 14-day period starts from the day when the first person in the household became ill or if they do not have symptoms, from the day their test was taken. If anyone else in the household starts displaying symptoms, they need to stay at home for at **least 10 days** from when their symptoms appear, regardless of what day they are on in their original 14-day isolation period. The ending isolation section below has more information.

If you have [symptoms](#), try and stay as far away from other members of your household as possible. It is especially important to stay away from anyone who is clinically vulnerable or clinically extremely vulnerable with whom you share a household.

Reduce the spread of infection in your home by washing your hands regularly for 20 seconds using soap and water, or use hand sanitiser, and cover coughs and sneezes.

Consider alerting people who you do not live with and have had close contact within the last 48 hours to let them know you have [symptoms](#) of COVID-19.

### Ending self-isolation and household isolation

If you have had symptoms of COVID-19 or a positive test, then you may **end your self-isolation after 10 days** and return to your normal routine if you do not have symptoms other than cough or loss of sense of smell or taste. If you still have a high temperature, keep self-isolating until your temperature returns to normal and seek medical advice.

After 10 days, if you just have a cough or a loss of, or change in, your normal sense of taste or smell (anosmia), you do not need to continue to self-isolate. This is because a cough or anosmia can last for several weeks once the infection has gone. **The 10-day period starts from the day when you first became ill.**

#### Action to take if you show any of the signs above.

1. Our primary Barrier of Control is 'isolate if showing symptoms' and follow the government advice on length of time for isolating. <https://www.gov.uk/coronavirus>
2. Once you have isolated, inform your manager and the medics (as per current requirements)
3. Book a test on the NHS website or by contacting NHS 119 <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/ask-for-a-test-to-check-if-you-have-coronavirus/>
4. Once you've received your results contact your manager to discuss the findings.
5. The line manager shall notify HR and the medics of the outcome of the employee's results.
6. If negative – the line manager and employee should discuss a return to work plan.
7. If positive – continue to isolate for 10 days from showing symptoms, after 10 days if you do not have a high temperature you can return to work (NHS/ Government guidance). If you have had a test as part of your household and you did not have any symptoms and your results were negative continue to isolate for 14 days from the start of the symptoms shown in the household.
8. The Occ health dept will arrange for the company doctor to contact the employees who have received a positive test result.
9. If you have tested positive before your return the Company Doctor shall contact, you to discuss your symptoms and to discuss your return (confirm you are fit to return 10 days after showing symptoms and your wellbeing etc).
10. Upon return to work, your line manager will complete the return to work form and the Covid 19 checklist (where you tested positive). The return to work form should be sent to HR and the Covid 19 checklist sent to the Occ health dept so that they can ensure that this is reviewed by the Company Doctor and added to your personnel file).
11. Where you have had similar Covid 19 symptoms but had a negative test result, liaise with your Line Manager regarding a return to work start date, upon returning your line manager will complete the return to work form, the form should then be sent to HR.

# COVID-19

**Alert...** the coronavirus has made it through the gate.

As a part of our continuous appraisal of our controls we conduct surface **swab sampling**.

Of sixty samples **we found the virus present on four surfaces:**

- Computer keyboard
  - Door handle
  - Book
  - Telephone

If these were in your area, you will have been contacted already.

Areas of our business are cleaned on a routine by our shared cleaning team.

The majority of areas are managed by individuals and groups

This reminds us of the presence of the virus and the importance of each of our own workplace hygiene routines and personal hygiene... **Ask yourself could you be doing more to strengthen those barriers of control?**



**STAY  
SAFE  
AND  
REMAIN  
VIGILANT**

## Barriers of Control – What we are all responsible to maintain, always.

Then, through audit and review we will continuously plan, perform, monitor and improve to strengthen our barriers of control



### Virus Control

- UK Government advice
  - The Rule of 6, limited travel, social distancing, Stay Alert etc
  - **Self Isolate and Immediately access the UK COVID-19 Testing program** (All persons over the age of 5 years and showing symptoms)
- **Managed footfall** on site (Visitor log books, reduced ICL travel to sites)
- Gatehouse control and Temperature checks
- COVID Controls required in all site Risk Assessments
- Limiting team numbers in one place and modified shift start / end times
- Modified training facilities, offices etc and medical surveillance to COVID Secure essential business activities (risk based approaches).
- Virus transfer control
  - **Personal working distances** – in the work place, whilst travelling and meeting etc
  - Hygiene, Sanitising and Cleaning
  - Point of Work assessments and control (SLAMs / Take 5 etc)
  - **Modified methods of work** / method statements

- Recognised as 'COVID Secure'
  - Essential and safety critical activities protected
  - Regional Stakeholders informed, including HSE

### Site Overall Safety Control

- Managed activities across the site
- Identify essential business activities and manage a return – e.g training
- Critical Tasks and Critical Maintenance activities identified and tracked
- Job planning and procedures
- Major Hazard Audits
- Safety Performance indicators
- Hazard, Near Miss and SPOP reporting
- Emergency Service Provision

- PPE in designated areas, situations & when working <2m
- Continuous Risk Assessment
- Awareness and **Behaviour**
- Signage and communication
- PEEPO Audits to confirm the controls work – if not ... modify



Further updates will be provided as and when appropriate.