



# Health & Safety Bulletin

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**From:** Nick Gilroy, Quality & Compliance Manager  
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Currently, many of the legal measures in place across the UK to address the COVID-19 pandemic have been removed or relaxed. However, the legal duties on businesses in terms of health and safety, employment and equalities remain.

Businesses must continue to protect their staff, visitors and customers from COVID-19. Corps Security has implemented measures to accommodate this, and we are constantly reviewing measures to support and to minimise disruption to our businesses activities and operations. **This is particularly important while the number of COVID-19 cases remains high.**

All of the measures listed below apply to everyone, whether they are fully or partially vaccinated, or not vaccinated.

For the most up to date COVID-19 information, please visit:

[Coronavirus \(COVID-19\): guidance and support - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/coronavirus-covid-19-guidance-and-support)

What we must do by law.

Corps Security & Corps Monitoring continue to have legal responsibilities with regards to Health and Safety laws and regulations, such as the *Health and Safety at Work, etc Act 1974*, and the *Management of Safety and Health and Work Regulations 1999*. These outline the duties businesses have to ensure the health, safety and wellbeing of their employees, visitors and contractors, and to ensure that nobody is harmed by our business activities.

## **COVID-19 remains a workplace hazard!**

### **Self-isolation**

Anyone with symptoms of COVID-19 must self-isolate immediately and get a PCR test. Members of their household should also self-isolate. They are also advised to inform anyone they may have come into close contact with within 48 hours of either developing symptoms/ taking a test to self-isolate. This all helps to stop onward transmission.

If someone develops symptoms while at work, they are advised to go home immediately, ideally avoiding public transport. Face coverings should be worn during their journey, over both the mouth and nose.



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From 16<sup>th</sup> August, people who are a contact of a confirmed positive COVID-19 case, but who have been double-vaccinated or who are under 18 years old, will not need to self-isolate.

It is still possible to catch and pass on COVID-19 if you have been fully vaccinated. It's for this reason that if someone has been in close contact with a person who has tested positive for the disease, it is advised that they take a PCR test as soon as possible, and still consider self-isolating (for example, if they are able to work from home).

They should also be advised to take extra precautions for ten days from their last contact with the positive case. This could include minimising contact with other people, especially indoors, as well as measures like wearing a face covering.

These actions can help to stop the potential onward spread of the virus to others, including those who may be clinically extremely vulnerable to COVID-19 and/or those who are unvaccinated.

## Our key priority actions

1. We continue to complete health and safety risk assessments that includes risks from COVID-19, looks at the hierarchy of controls, and considers reasonable adjustments for specific groups within our workforce, for example, people who are Clinically Extremely Vulnerable (CEV) to COVID-19, people with disabilities, who are pregnant, those who may be experiencing Long COVID, and those who may have particular anxieties about the relaxation of restrictions. The risk assessments are available via the Corps Security website – [www.corpssecurity.co.uk](http://www.corpssecurity.co.uk) – Covid 19 updates

We have considered activities relating to the nature of our business, often in conjunction with our customers specific requirements, as well as additional activities, such as the provision of First Aid and CPR. The overall aim is to consider the different ways COVID-19 can spread, and put in place measures to reduce the risk of each of these different ways.

Additional First Aid advice via St John Ambulance [How to do CPR on an adult: COVID-19 update](#) and [COVID-19: advice for first aiders](#)

2. An additional requirement and ongoing recommendation is to consider the airborne risks of COVID-19 and provide adequate ventilation by bringing outside air in, for example through a mechanical system that draws in fresh air, such as air conditioning, or by opening external windows/doors. Opening internal doors can also assist with air circulation, however, should only be used as supplementary – and not instead of – letting in air from outside. Opening windows/ doors should be in line with the premises' fire safety and security measures, and considerations around thermal comfort (colleagues having to sit next to open doors/windows). We have considered the maintenance of air conditioning units, etc and will continue servicing arrangements with specialist companies.

We may consider the use of a CO2 monitor to help identify if a space is poorly ventilated if current occupancy levels increase significantly.

3. Cleaning routines need to be maintained or increased as occupancy rates rise, including frequently-touched surfaces, shared equipment, workstations, and communal spaces (such as kitchens, toilets, changing rooms and vehicles). Colleagues and visitors must continue to exercise good hand hygiene by regular washing or sanitising of hands, particularly when entering the premises, and before eating.

Where there are significant numbers of people on-site, or in a high-footfall location, consider maintaining extra handwashing facilities and hand sanitiser.

4. Access arrangements. We need to continue to enable people to check in at our premises (through the NHS QR code), to assist with contact tracing – although there is no legal requirement to maintain contact details. We are conscious that not everyone working at or visiting our premises has access to the NHS QR code application (App), and so we should continue to ask visitors who don't have the QR code App to complete the existing medical questionnaire (which should be retained securely on site for reference)
5. We continue to communicate and train our colleagues, contractors and visitors on safety measures and their purpose and value. This may also include specific training for hosts of visitors to our customers sites to provide to visitors themselves. Consider the needs of individuals who do not have English as their first language, or who may have limited literacy.

As with any health and safety measures, these will be monitored and kept under review and amended as needed, to ensure they remain relevant.

### **Returning to the workplace**

While the number of COVID-19 cases remains high, the government expects and recommends a gradual return of workers to the workplace over the summer.

A return to the workplace should be discussed to ensure working arrangements meet both business and individual needs. This is also a good opportunity to explain why additional or different measures may be in place within the workplace, compared with the measures colleagues may see within their home or social settings. We will be reviewing the return to work checklists to ensure they accurately reflect the working arrangements.

### **Additional infection prevention control measures**

No single control measure is 100% effective. Using several different measures at the same time is the best way to mitigate the risks presented by COVID-19.

A printable version of the Hands, Face, Space Fresh Air poster is available as an Appendix to this Bulletin.

### **Physical distancing and barriers**

Where possible, continue to observe physical distancing and barriers as a control measure. Review the layout of the offices as more people return and occupancy increases

### **Wearing of face coverings**

Good quality and well-fitting face coverings worn over both the mouth and nose continue to help to reduce particles emitted by someone infected with COVID-19 reaching others around them.

In addition, but to a lesser extent, they can also provide some protection to someone who is not infected, but wearing a face covering.

Government expects and **recommends** that people continue to wear a face covering in crowded, enclosed spaces and other settings (the law differs in Devolved Nations).



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You may want to consider the continued wearing of face coverings by visitors as part of our risk control process, but it is also important to bear in mind that some individuals may be exempt.

## **COVID-19 testing**

Both PCR and Lateral Flow (rapid) COVID-19 tests are **free** and provided by the NHS (for non-travel purposes).

PCR tests are for people **with** symptoms of COVID-19.

One in three people with COVID-19 do not display any symptoms. It is therefore advised that anyone **without** symptoms of COVID-19 tests **twice a week** with Rapid Lateral Flow Tests (LFT), as this can help people to realise when they are infected and self-isolate quickly without further spreading the virus to others.

Ideally, colleagues and visitors will be testing at or near to home before travelling to the workplace. Results show in 30 minutes (although often far quicker).

Regular rapid testing has helped to stop potentially large workplace outbreaks within local businesses and are a recommended control measure. LFT are readily available through a variety of sources including pharmacies and via:

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing>

## **Encouraging and supporting colleague vaccination**

Corps Security encourages colleagues to get vaccinated, and while there is an element of personal choice, latest NHS guidance on vaccination is available at:

[Coronavirus \(COVID-19\) vaccines - NHS \(www.nhs.uk\)](https://www.nhs.uk/vaccines/coronavirus-covid-19)

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