

## **Staff Covid 19 Information Sheet**

There should be a sufficient number of staff to help ensure and maintain social distancing during sessions/games.

Sign in book for staff and customers with their names and contact details & temperature on entry

Staff working hours maybe staggered

No bar mats

Hand washing kits will be added at exits, entrances & toilets

Staff will be provided with face masks and protective eyewear or face masks & Perspex screens

Bottles of ketchup and mayonnaise will be replaced by individual sachets.

Customers will also be encouraged to sit outside

Requiring use of table service where possible instead of ordering at the bar and assigning a single staff member per table

Encouraging use of contactless ordering from tables where available, such as through an app

Discouraging non-essential trips by staff within venues, such as between the kitchen and front of house, by using radios and other electronic devices to communicate

Encouraging customers to use hand sanitiser or handwashing facilities as they enter the venue

Providing clear guidance on social distancing and hygiene as people arrive on the premises, with signage and visual aids

Information should be communicated by way of email, social media, coach talks, and public announcements where applicable and practicable.

Train all staff on appropriate cleaning disinfection, hand hygiene, and respiratory etiquette. Staff should ensure that hand hygiene/ sanitisation is being undertaken upon arrival, during and leaving the facility.

Awareness and prevention must be considered from arrival. Where possible arrange social distancing in relation to car park spaces. Staff and customers should not congregate in the car park. Discourage the use of car pools to transport participants who do not live in the same household.

The use of shared equipment should be limited whenever possible to all staff and sanitised between uses.

When reopening a building that has stood empty, a robust recommissioning process to use the water system safely may need to be implemented. Buildings that have remained empty with static water systems, or those that have been subject to limited or no flushing, may require recommissioning. Advice should be sought from your local water authority.

Drinking water within buildings may no longer be potable following a period of prolonged stagnation. Consider how the building will need to be sanitised including within the toilets, (e.g. taps, basins, surfaces, door handles etc.) Paper towels and soap provision. Consider social distancing within toilets. The numbers of people using the toilets may need to be controlled and consideration will need to be given to access and egress arrangements to support social distancing measures and to minimise the risk of transmission.

Staff to do table service and the use of individual sachets of ketchup, mayonnaise and brown sauce.

**ALL MAKE SURE EVERYONE IS MAINTAINING SOCIAL DISTANCING AT ALL TIMES.**