

Guideacres

Staying Covid-19 Secure

Outdoor bookings (field and garage block toilets)

Please read the information below and include in the risk assessment for your visit as appropriate.

The Guideacres Committee have put the following in place:

Social distancing

- Limit on numbers of individuals and groups on site at any one time (Outdoors: maximum 4 groups, 60 people)
- Posters reminding of need for social distancing
- A one way system for the toilets - entrance through the toilet door and exit through the shower door - with markings for correctly spaced queueing
- Reduced number of toilets and hand basins available for use

Handwashing and hygiene

- Posters showing correct method of handwashing
- Paper towel dispenser dispensing a single sheet at a time
- Pedal operated bin for disposal of paper towels
- Pink Brilliant Bins for disposal of sanitary protection items

Cleaning

- Removal of all non-essential items from the toilet / shower area and lobby
- Antiseptic in spray bottles, disposable paper roll, gloves and aprons for cleaning
- Sheet for signature after cleaning displayed in toilet / shower area
- Regular checks of toilet facilities and lobby area

Test and Trace

- List of all groups, committee members and contractors on site, with contact details retained for 28 days
- QR code posters for use with NHS Test and Trace app displayed in Lodge, Den and depot windows.

Group leaders are required to put the following in place:

Social distancing

- Stagger arrivals / departures if more than one group is on site at the same time
- Leaders assigned to manage traffic and drop-offs / pick-ups with parents remaining in own cars
- Social distancing maintained at all times and face-coverings to be worn as necessary (see Girlguiding website for current guidance)

- Exterior toilet and shower doors kept open and fastened back
- Queueing (one-in, one out) system for toilets
- Avoidance of mixing between groups if more than one on site (each group to remain in own camping bay or other distinct area)

Handwashing and hygiene

- Own soap and hand sanitiser for use in toilets (please remove after visit)

Cleaning

- Cleaning of toilet / shower area at beginning and end of meeting (sign sheet displayed in toilets to confirm this has been done and send photo of signed sheet to booking secretary)
- Cleaning of frequently touched surfaces (door handles, light switches, toilet flush and seats, taps, sinks) at frequent intervals throughout visit
- Taking home for disposal pedal bin bags containing used paper towels (the Brilliant Bins do not need to be emptied)
- Cleaning of key box, light switches and door handles in lobby at beginning and end of visit.

Test and Trace

- Retention of a list of group members for 28 days after visit

A copy of the full Guideacres risk assessment is available on the County website or on request from the Booking Secretary

To be completed by the Group Leader and returned to the Booking Secretary

Group _____

Date of visit _____

I confirm that I have read 'Staying Covid-19 Secure' information and included in the group's risk assessment as appropriate.

Name _____ (Group Leader)

Date _____