

## Covid 19 – Policy statement

This policy statement has been prepared in response to the ongoing public health threat posed by the Coronavirus (Covid 19) outbreak.

Age UK Cheshire East will do all it can to prevent the transmission of the disease in its premises and amongst staff, volunteers and service users. We are monitoring Government advice on a daily basis to ensure that our actions are in line with that advice.

The current precautions we have taken are as follows:

- All staff and volunteers are being requested to report any holiday plans which they may have scheduled abroad, so that we can decide on any necessary action upon their return. If appropriate, this may be to require them to not return to the workplace in line with 'self-isolation' guidance for a period of at least 14 days. *(Presently, no members of staff have notified us of holidays to affected areas)*
- If any staff, volunteer or service user is diagnosed with Covid 19, the place in which they have work/volunteered/attended will be closed on a temporary basis until such a time that a deep clean can be carried out, in line with Public Health guidance. Once this has taken place, the location will be re-opened.
- Extra precautions are being taken within our places of work, including reminding staff that of the need to regularly wash hands to avoid the possibility of spreading the virus (if it is present)
- Additional cleaning of our New Horizons Centre, including cleaning of areas which are regularly touched by individuals, such as door handles, will be undertaken.

All of the above is relevant as of 4 March 2020, and will be updated if/when the Government advice changes.

*Posted: 4 March 2020*