

Covid 19: Protecting Customers and Staff

We are following the latest UK Government advice and have the following procedures in place at Allnatt Swanage and Allnatt Isle of Wight.

Protecting Customers

1. We require all customers to use the hand sanitisers at each building entrance on entering the buildings.
2. An isolation room is provided with a surgical mask, tissues and bin with a tight fitting lid and a comfortable chair. Otherwise the room will be as bare as possible.
3. If somebody becomes unwell we will follow <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-isolation-for-residential-educational-settings> at all times. Individuals will be picked up by parent, guardian or taxi and taken home as soon as possible.
4. Sanitisers have been provided in Dining Rooms / Meal queues for meal times.
5. Soap will be provided for all Groups to put into practice PHE advice to wash hands regularly and thoroughly (for 20 seconds at least) on arrival at both venues and throughout the visit
6. Allnatt staff will regularly sanitize shared surfaces and door handles plus any other areas identified identify as high risk areas for the spread of bacteria e.g. kettles
7. RA's for our activities and programmes are currently being updated in light of Covid 19 to keep people safe. This updating and adjusting will continue and be monitored on receipt of Govt advice to ensure alignment.

Protecting our staff

1. Soap will be provided for Staff to put into practice PHE advice to wash hands regularly and thoroughly (for 20 seconds at least) on arrival at work and before and after eating at break times and all other significant times in the working day. Freelancers and contractors are included in this policy.
2. Breaks to be taken outdoors / in dining room to allow 2m distancing
3. Alcohol wipes are provided for shared vehicles
4. Alcohol wipes are provided to sanitise all desk tops and keyboards etc as well as the usual hygiene routines
5. No more than 3 people in an office at one time to allow for 2m distancing
6. Parcels and Letters to be left outside premises and collected after 1 hour or using gloves
7. Staff are provided with gloves upon request
8. Tasks to be undertaken individually where possible with clear communication links maintained between all staff (radios)
9. Separate PPE kit is available for housekeeping staff and written hygiene / cleaning procedures must be followed at all times

Coronavirus Outbreak at Allnatt Swanage

For the purpose of Self-isolation, Allnatt Swanage will be treated as 7 households; Coast, Cliff, Bay, Beach, Seaside, Lower Staff Accommodation and Upper Staff Accommodation. Where a group is split between 2 or more households, this will be joined to become 1 'household'.

Staff ratios must be maintained within these households at all times. This ratio is to be set by the school / visiting group is their responsibility to maintain.

Consideration will need to be given to arrangements to bring meals and other essential commodities to the areas where self-isolation is occurring.

Non-resident (to a specific household) staff who enter the households should apply careful infection control. This includes staff at Allnatt Swanage entering the households during an isolation.

When symptoms are present, the visiting group leader should arrange private transport for the group members to return home immediately to self-isolate in their family homes. The emergency flowchart should be observed in these circumstances.

Prior to visit, groups will be contacted to ensure no symptoms are present in either the group members or visiting staff before travelling to Allnatt Swanage.

Isolation rooms within households are:

Coast - Room 5 and 1st floor toilet block (teacher to move to leaders lounge until room can be cleaned)

Cliff - Room 1 and disabled washroom (teacher to move into leaders lounge until room can be cleaned)

Bay - Room 19 and single toilet (teacher(s) to move to leaders lounge until room can be cleaned)

Beach - Room 2 and single toilet 1st floor (teacher(s) to move to leaders lounge until room can be cleaned)

Seaside - Ground Floor spare room and single toilet

Staff Accommodation (Lower and Upper) - Single rooms, able to isolate in own room. Single toilet to be allocated to those showing symptoms. Whole household to isolate for 14 days after symptoms detected.

Coronavirus Outbreak at Allnatt Isle Of Wight

For the purpose of Self-isolation, Allnatt IoW will be treated as 4 households; Main House, Staff Accommodation, Coach House and The Lodge. Where a group is split between 2 or more households, this will be joined to become 1 'household'.

Staff ratios must be maintained within these households at all times. This ratio is to be set by the school / visiting group is their responsibility to maintain.

Consideration will need to be given to arrangements to bring meals and other essential commodities to the areas where self-isolation is occurring.

Non-resident (to a specific household) staff who enter the households should apply careful infection control. This includes staff at Allnatt IoW entering the households during an isolation.

When symptoms are present, the visiting group leader should arrange private transport for the group members to return home immediately to self-isolate in their family homes. The emergency flowchart should be observed in these circumstances.

Prior to visit, groups will be contacted to ensure no symptoms are present in either the group members or visiting staff before travelling to Allnatt IoW.

Isolation rooms within households are:

Main House - Room 18 and adjacent shower / toilet unit

Staff Accommodation - Single rooms, able to isolate in own room. Single toilet to be allocated to those showing symptoms. Whole household to isolate for 14 days after symptoms detected.

Coach House - Room 29 and adjacent shower / toilet unit

The Lodge - Whole household to isolate for 14 days after symptoms detected.