



Working for SLH in the Estates and in the Community

- As we come out of the lockdown and return to the workplace we need to look again at H&S. Our work lives are going to be different to normal, we will have a 'new normal'. As with anything new there will be new things to learn and new ways to do them. And there are new risks, SLH must protect you from those risks and train you to avoid them. In the new normal we need to reduce our contact (closer than 2m) with our colleagues and with our clients. We need to understand and follow new behaviors
- To prevent the spread of the Covid 19 virus we will need to;
 - Always maintain social distance from colleagues/clients, at least 2m.
 - Be stringent with hand and forearm washing, if you touch something you didn't clean or bring from home then wash or sanitize your hands, e.g. Materials, Steering Wheels, cups, handles, parcels, taps, bins.
 - Clean your hands before and at the end of every visit to a SLH property.
 - Clean vehicle and tool surfaces frequently.
 - No more than two people to meet or interact (socially distant) and for as short a time as possible
 - One out one in for welfare facilities as far as possible, when you return from the toilet sanitize again.
- Making visits to SLH properties will look and work differently, we will guide this with briefings and an initial induction, e.g. ring before you arrive, knock and stand back, ask tenants to respect social distance, very little paired or team working.
- You will only attend properties that have had a risk assessment and that risk will be known to you so that you can behave safely. If when you attend a visit it is not as you were told, and the risk is greater report back to a manager.
- Your visit for housing management or for maintenance work should be for the shortest practical period for your assigned tasks.
- When you attend a property where there are other people present (e.g. Tenants), clean your hands put on PPE that is appropriate to offer additional virus protection and any other PPE needed for your task. When you leave the property remove the PPE without touching your face and clean your hands.
- Prior to this new way of working on site you will complete an induction led by a colleague, you will record that you have had this by sending an email to your manager, no induction – no attendance.
- Use the PPE you have as normal, you may use more of it that's fine.
 - Paper mask don't provide much protection for you getting the virus.
 - Disposable gloves will give a layer of protection but do not replace thorough and frequent hand cleaning, use them between hand cleaning.
 - At the end of a visit carefully remove your mask without touching your face, hold the mask in one gloved hand and peel the glove off turning it inside out, place this glove and mask in the other hand and remove this glove by pinching the inside of the glove at the wrist and pull off turning inside out over the other glove and mask, dispose of these in a bin or bin liner and sanitise your hands.
- Alcohol wipes and Gel will only be effective if it is over 80% this is because the outer shell of the virus is fat that is resistant to Alcohol.
- Because it is Fat soap and water, detergent or detergent based sprays and wipes are the most effective way to sanitise your hands, your tools and any surfaces that may have become contaminated.
- Prolonged use of high concentration alcohol wipes and gels will damage your skin and could lead to other infection risks, they should only be used when soap or detergent methods are not available. Consider bringing a flask of hot soapy water to work for periodic washing between wipes.
- Remember the virus will survive on a glove longer than on your hand. All other PPE is an additional barrier only and will not protect you if don't use full hygiene routines.

5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
L/ /S	1	2	3	4	5

SLH Covid 19-Risk Assessment-Staff working in the estates and community



ACTIVITY	PERSON AT RISK	SIGNIFICANT HAZARDS	RISK*			RISK CONTROL MEASURES	RESIDUAL RISK**		
			L	S	DR		L	S	DR
Carrying out arranged visits to SLH and SLH client properties	All Staff that work for SLH remotely, SLH clients, the general public.	Catching Covid 19 and developing a reaction to the virus that leads to a significant illness resulting in hospitalisation and potential end of life	3	5	15	<ul style="list-style-type: none"> Be Alert, any job or visit that you make to an SLH or SLH client property must have been risk assessed when arranged and staff must be aware of that assessment and be properly prepared. Be Aware, consider that the job or visit is as described, report any additional risk before proceeding with the visit. Be Prepared, ensure that you have the resources to complete the job or visit, particularly with PPE and the ability to sanitise before and after the visit. Be Distant, maintain social distance(+2m) at all times, from all other people Be Self Protecting, SLH supports all staff to have zero tolerance on social intrusion, if others will not stay distant then leave the property and report to a manager for resolution. Be Considerate, do not cause an unmeant contamination in others, you may have the virus without showing symptoms 	1	5	5
Working for SLH on property designated as a construction site	All staff that are involved in construction and Maintenance activity	Catching Covid 19 and developing a reaction to the virus that leads to a significant illness resulting in hospitalisation and potential end of life	3	5	15	<ul style="list-style-type: none"> Be Alert, remember you are not in the place you remember, and some new risks exist. Staff must be aware of the new environment and traffic routes. Observe the rules and the signage at all times, you don't know better this time. Staff must be aware whilst moving around the site. Where they're going, who else they might affect, what they come into contact with. Maintain social distance, don't rush, SLH wants safe healthy staff first and productivity later. 	1	5	5
Meeting staff from other organisations during work activities.	All staff responsible for construction and maintenance activity delivered by others	Catching Covid 19 and developing a reaction to the virus that leads to a significant illness resulting in hospitalisation and potential end of life	3	5	15	<ul style="list-style-type: none"> Be Alert, any job or visit that you make to an SLH or SLH client property should have a minimum no. of people present. Do not over congregate in restricted areas Be Aware, consider that the job or visit is as described, report any additional risk before proceeding with the visit. Be Prepared, ensure that you have the resources to complete the job or visit, particularly with PPE and the ability to sanitise before and after the visit. Be Distant, maintain social distance(+2m) at all times, from all other people 	1	5	5

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Being in the vicinity of other people that object to the risk you pose	All Staff that work for SLH remotely, SLH clients, the general public.	The risk of adverse reactions from stressed members of the public leading to verbal or physical assault	3	4	12	<ul style="list-style-type: none"> Be Alert, have a broader awareness of the environment and the situation and the stress that others may be feeling. Be Calm, try to avoid the escalation of a situation, your task may not be as important as you feel and not worth the stress it may cause Be Prepared, You, are a lone worker at all times in this environment, you must have your phone, your SoloProtect device and others must know where you are going and when you return 	1	2	2
Leaving a secure place, home. Contracting Covid 19 from a person not of your own household	All staff that change from working from home or Furlough	Developing a reaction to the Covid 19 virus that leads to a significant illness resulting in hospitalisation and potential end of life	3	5	15	<ul style="list-style-type: none"> Be Alert, consider each part of the time spent away from home and each potential interaction with other people. Maintain strict social distance (+2m) from others at all times. Wash hands and forearms thoroughly for at least 20 seconds as soon and as often as you are able Consider others and the risk you may pose to them without knowing 	1	5	5
Leaving a secure place, home. Contracting Covid 19 from contact with surfaces and articles handled by others e.g. door furniture	All staff that change from working from home or Furlough	Developing a reaction to the Covid 19 virus that leads to a significant illness resulting in hospitalisation and potential end of life	3	5	15	<ul style="list-style-type: none"> Be Prepared, have PPE, have the ability to sanitise with soap or detergent based products. Consider; detergent based anti-bacterial wipes, a flask of warm soapy water and a personal towel, several pairs of disposable gloves, a scarf, buff or snood or several disposable masks, Do not share vehicles or use a vehicle that is not normally only used by you or your household until it is sanitised. Once in a vehicle that is known to be clean consider it a safe place and reserve PPE use for higher risk activity. Consider PPE for actions like fuelling vehicles, entering other buildings. Use contactless payment methods and avoid handling cash. 	1	5	5

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						<ul style="list-style-type: none"> Wash your hands and forearms for at least 20 seconds before leaving home or any other clean safe place and wash them again when you arrive at a clean safe place, Wash your hands after any welfare activity such as preparing refreshments or using the toilet, and after moving through a building. 			

LIKELIHOOD (L) = Frequent (5) - Probable (4) - Occasional (3) - Improbable (2) - Remote (1)
 SEVERITY (S) = Catastrophic (5) - Major (4) - Reportable (3) - Serious (2) - Minor (1) Degree of Risk (DR) = LIKELIHOOD x SEVERITY
 * Numbers used are for illustrative purposes only. ** Residual risk is the level of risk that remains after suitable and sufficient control measures are introduced.

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