


# Coronavirus (Covid-19): protecting our businesses and customers

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*Working together for a safer Slough*





As a Slough workplace you have a vital role to keep us all safe by remaining vigilant and follow national and local guidance to keep us all safe.

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### **Make sure you have Covid-19 controls in place**

You need to:

- Carry out a Covid-19 risk assessment [www.hse.gov.uk/coronavirus/working-safely/risk-assessment.htm](http://www.hse.gov.uk/coronavirus/working-safely/risk-assessment.htm)
- Develop and put in place enhanced cleaning, handwashing and hygiene procedures.
- Ask your visitors to wear face coverings when required by the law (and ensure relevant staff wear face coverings too).
- Make sure everyone is social distancing.
- Increase ventilation in the workplace.

There is guidance available for different workplaces at [www.gov.uk/guidance/working-safely-during-coronavirus-covid-19](http://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19) and on the HSE website at [www.hse.gov.uk/coronavirus/index.htm](http://www.hse.gov.uk/coronavirus/index.htm)

### **Do your bit for NHS Test and Trace**

- Take part in NHS Test and Trace, keep a record of all staff and contractors for 21 days. The requirements vary depending on what type of business you run. Make sure you check the guidance for your sector (see link above). In some cases you will need to provide a NHS Test and Trace QR code.

- Turn people with coronavirus symptoms away. If a staff member (or someone in their household) or a visitor has a persistent cough, a high temperature or has lost their sense of taste or smell, they should be self isolating and should arrange to get tested.
- Make sure any 'close contacts' self-isolate if asked to. You should make sure anyone in your workplace self-isolates if instructed to do so by the NHS Test and Trace service.

Information about NHS Test and Trace in the workplace can be found at

[www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance](http://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance)

Use the contacts below for testing:

- Residents - online [www.nhs.uk/ask-for-a-coronavirus-test](http://www.nhs.uk/ask-for-a-coronavirus-test) or by calling 119.
- Essential workers - online [www.nhs.uk/ask-for-a-coronavirus-test](http://www.nhs.uk/ask-for-a-coronavirus-test) or via the 'employer referral portal'.

- Health and Social Care workers - email [ebpc.covid19@nhs.net](mailto:ebpc.covid19@nhs.net)
- Care homes - online: [www.gov.uk/guidance/coronavirus-covid-19-getting-tested](http://www.gov.uk/guidance/coronavirus-covid-19-getting-tested)
- Hospital patients and staff can be tested in the hospital.

### What we are doing

On the 30 June we published our Local Outbreak Management Plans for Covid-19. The plan summarises how we aim to protect our residents and communities by minimising further spread or recurrence of Covid-19 in Slough. We know that Covid-19 is likely to be with us until better treatments and/or a vaccine is available. So we must continue to work to contain the spread of the disease.

The key aim of the plan is to detail roles and responsibilities in prevention and management of Covid-19 as well as to recognise and respond to outbreaks and prevent the further spread and recurrence of infection. Ongoing communication with local businesses and other settings is an integral part of the plan.

## Please let us know

- If you think someone has Covid-19 in your workplace, school or other setting
- if you have concerns about Covid-19 controls in a premises you work in or
- if you need advice on how to control Covid-19 in your workplace
- Phone **01753 475111** (9am to 5pm, Monday to Friday) or email **CV19notifications@slough.gov.uk**

If you have two or more confirmed cases of Covid-19 with an onset within 14 days of each other then also please let Public Health England know. Our local team is based in Oxfordshire. Their number is 0344 2253861. More information about notifying PHE and the type of information they might need from you is available on the sector specific action cards which can be found at this link: <https://coronavirusresources.phe.gov.uk/reporting-an-outbreak/>

## Keeping up to date

Links to the latest guidance are on the Coronavirus page of the Slough Borough Council website [www.slough.gov.uk/health-and-social-care/coronavirus.aspx](http://www.slough.gov.uk/health-and-social-care/coronavirus.aspx)

