

MED Theatre – COVID-19				
What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?
<p>Spread of Covid-19 Coronavirus</p>	<ul style="list-style-type: none"> • Staff • Participants • Visitors to premises • Vulnerable groups – Elderly, Pregnant workers and participants those with existing underlying health conditions • Anyone else who physically comes in contact staff 	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> • Hand washing facilities with soap and water in place. • Stringent hand washing taking place. • Drying of hands with disposable paper towels. • Staff encouraged to protect the skin by applying emollient cream regularly • Gel sanitisers in any area where washing facilities not readily available <p><u>Cleaning</u></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using</p>	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</p> <p>Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - Posters, leaflets and other materials are available for display.</p>	<p>All staff</p> <p>All staff</p> <p>Artistic Director, Company Development Officer,</p>

	<p>or participants</p>	<p>appropriate cleaning products and methods. Copper tape wrapped round handles.</p> <p><u>Social Distancing</u> Social Distancing - Reducing the number of persons in any work area to comply with gap recommended by the Public Health Agency</p> <p>Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating staff to other tasks.</p> <p>Redesigning processes to ensure social distancing in place.</p> <p>Ensuring sufficient rest breaks for staff and any participants.</p> <p>Meeting outside with participants or practitioners from elsewhere allowed up to 6 in a gathering (or in line with any new guidelines), monitored by management</p> <p><u>Symptoms of Covid-19</u> If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will</p>	<p>Checks will be carried out to ensure that the necessary procedures are being followed.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p> <p>A rota to be set up to ensure that currently no more than three people are planned to be in the studio together</p> <p>Staff to make their own hot drinks with their own mugs, which they will wash up themselves</p> <p>Management checks to ensure this is adhered to.</p> <p>Face to face staff meetings of more than two people to be held outside with social distancing if possible and to be carefully planned</p> <p>The company will offer support to staff who are affected by Coronavirus or has a family member affected</p>	<p>Education Manager</p> <p>All staff</p> <p>Artistic Director</p> <p>All staff</p> <p>All staff</p> <p>All staff</p> <p>Artistic Director, Education Manager</p>
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