

Cerebral Palsy Midlands – Covid 19 Guidelines

Staff/Tutors/Volunteers

- Everyone to carry out both PCR and lateral flow tests.
- Those persons who have received Covid 19 vaccinations to carry out 1 PCR test per week and lateral flow tests every other day
- Non-vaccinated persons to carry out 2 PCR tests and 5 lateral flow tests per week.
- A lateral flow test to have been completed on first day of commencing working – i.e. following a Bank Holiday, annual leave etc.
- Everyone to register all test results on government website. (gov.uk) Link to register your Lateral Flow Test Result <https://www.gov.uk/report-covid19-result>
- All persons to send test results via email to janet@cpmids.org.uk
- Evidence of test results will be recorded by Janet Kirkham.
- All persons responsible for ordering their own lateral flow test kits

Link to order lateral flow test By Telephone: Ring 119 or email details as below

<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

- Lloyds Pharmacy offer free Lateral Flow Test <https://lloydspharmacy.com/pages/covid-19-lateral-flow-test-kits>
- PCR kits available via CPM
- All persons adhere to Covid guidelines, social distancing, hand washing and sanitizing at all times.
- Tutors will be encouraged to remain within their teaching areas
- Staff room - for lunch breaks etc. No more than 2 persons allowed in room at any one time.
- All persons or carer/guardian to sign waiver of liability document (Cerebral Palsy Midlands not held responsible to anyone contracting Covid 19) A stamped addressed envelope is provided for your use. It would be appreciated if you would please return this signed document as soon as possible.

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Transport.

- All persons accessing transport must be in possession of a negative test result, entry on vehicle will be refused if no test is presented. This result should be shown to driver/escort on vehicle.
- Face masks advised to be worn where possible
- Hand sanitizer will be in situ.
- Cleaning and sanitizing of vehicles to be carried out after each use.
- People arriving by transport other than CPM will be met and greeted at the door by a staff member

Entering building

- Entry into building will be refused if showing any covid symptoms e.g raised temperature, dry persistent cough, loss of taste/smell etc.
- All persons entering to be in possession of negative test result which will be witnessed and recorded.
- Temperature taken and recorded, hand sanitizer to be used.
- Social distancing to be adhered to at all times.
- Visitors allowed for ESSENTIAL APPOINTMENT ONLY and must adhere to all guidelines.
- NO UNAUTHORISED Persons will be allowed to enter the building
- All persons entering will be met and greeted by staff member. Security doors will remain closed
- No persons will be allowed to access the building without showing evidence of a negative result

Guidelines for citizens

- Citizens to confirm having received covid vaccinations (first/second)
- All citizens to complete lateral flow test for each day BEFORE they attend the day centre. This must show a negative result before attending.

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- Citizens to bring test strip in to the centre, staff will record and help register the test results and give any support where required.
- Citizens/family member to sign waiver of liability document (Cerebral Palsy Midlands is not held responsible for any persons contracting covid)
- Citizens to bring own packed lunch. Drinks and light refreshments will be provided free of charge by Cerebral Palsy Midlands. No money will be exchanged at present.
- All citizens to respect social distancing, hand washing and sanitizing at all times, one way system to be followed when entering and exiting the building
- Wearing of face masks is advisable where possible but not obligatory.
- If anyone feels unwell they will be quarantined in the designated room or outside the building if weather permits, appropriate arrangements will be made for the return home i.e. to be collected by family member or returned on CPM transport.
- If any citizen needs extra support not already identified please contact us . Details (telephone numbers etc) are stated at the end of this document.

Cleaning

- A designated cleaner will be employed to provide sanitization and continual cleaning of all high risk areas. E. g door handles, tables etc.

Kitchen

- One authorized person only will be allowed into the kitchen at any one time. All cleaning and sanitizing guidelines to be adhered to at all times.

Personal Care

- Full PPE (Personal Protection Equipment) will be worn when providing personal care at all times.

General



- All online activities and outreach work will continue to be provided.
- Any questions/queries relating to this document please contact us

Details below:

Gary Watson – Centre Manager . Tel. No 01214273182 gary@cpmids.org.uk

Sarah Lilly - Development Officer. Tel No 01214273182
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IF YOU HAVE COVID SYMPTOMS YOU MUST TAKE A PCR

TEST AND SELF ISOLATE:

Symptoms are : Dry persistent cough Raised temperature

Loss of taste and smell

PLEASE NOTE:

The information included in this document is subject to change – following government guidelines and will be updated accordingly.



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