

Covid-19 (Coronavirus) - Safe System of Work

C051 Day service Activities onsite & offsite

Version 5 - 25/11/2021

This safe system of work is to help protect everyone who attends, works or visits this building from Coronavirus.

It is important to provide meaningful activities when customers return to day services, but it is crucial that the safety of customers returning is our priority, and that family / carer wishes are adhered to when planning activities.

Activities within Aspire service buildings undertaken by Aspire staff. Activities that are provided within our buildings are permitted as long as the COVID-19 control measures outlined in the *Aspire Organisational Risk Assessment* and their *Service Specific Risk Assessments* can be adhered to. PPE should be worn in accordance with [PPE Staff Guidance Table](#). Infection Prevention and Control measures should be adhered to and good hand hygiene techniques must be followed on a regular basis for both staff and customers.

Activities within Aspire service buildings undertaken by third party staff. Activities provided on site by an external provider have resumed in day services within bubbles and are subject to suitable COVID secure space being identified. Third party staff/organisations should have suitable and sufficient COVID risk assessments in place which have been shared with the Service. Aspire service risk assessment need to be regularly reviewed and shared with third party staff.

- **Request provider to prove a negative lateral flow test on arrival**
- **Room should be well ventilated**
- **Customers and staff to sanitise hands prior to and following the activity session.**
- **Agreed PPE to be worn by all staff involved in the activity**
- **Customers involved in the activity should wherever possible be from the same service bubble.**
- **Surfaces to be cleaned prior to and following the identified activity**

1. Supporting customers to go for a walk by Aspire staff.

- In line with the individual customer Covid risk assessment
- Covered by a generic risk assessment
- Part of a plan agreed with the family in advance
- Agreed by the service manager in advance of the activity taking place.
- Staff will continue to wear masks where social distancing cannot be maintained outdoors

Supporting customers to take part in any other external activity

Customers may now enjoy other activities / facilities where there has been prior agreement with families and this is fully documented in their Covid risk assessment and on the [activities spreadsheet](#)

No mixing of bubbles from within the service and / or other services unless this has prior agreement from both family / carers and management, and a risk assessment is in place.

- **Customers to have regular Lateral Flow Tests where this has been agreed**
- **Customers should be encouraged to wear face masks where they are accepting of this and maintain a safe distance from others.**
- **Customers and staff to use hand gel or wash hands frequently**
- **PPE should be changed and soiled items discarded safely before boarding transport back to the day service**
- **Staff to ensure masks are worn at all times whilst on buses or other modes of transport**