

Covid-19 (Coronavirus) - Safe System of Work

C052 Staff & visitor toilet usage - Protocol

Version 3 - 10/08/2021

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

Toilet Facilities

Service Managers should:

- display the safe number of users on a poster on the outside of the toilet. For example, if you have a communal area within the toilets please display a sign to request no more than 2 people in that area.
- inform staff of the safe number's of people allowed to use the toilet facilities at any one time
- identify the number of sinks available to use at any one time to allow social distancing whilst washing.

Staff should

- wash their hands (for a minimum of 20 seconds) before and after using the toilet facilities
- ensure that adequate supplies of paper towels are available – these need to be replenished daily or sooner if needed
- ensure that toilet cubicles have a supply of sanitizing wipes and / or sprays to wipe down toilet seats/lids, taps and other high touch areas before and after each use.
- ensure that disposable gloves will be available in the toilet areas
- toilet areas have 'lidded' bins which are emptied regularly.

Please note:

- No more than 2 staff members in the communal toilet area at any one time
- Sanitising of door handles, keypads and toilet flush systems and other high touch areas will also be done 4 x per day as part of the regular daily cleaning schedule by the caretaker, if a caretaker is not available this should be allocated to staff on a rotational basis.
- Staff to ensure that hand hygiene techniques are promoted to customers when using the toilet facilities and throughout the session
- Ensure that hand washing posters such as 'C019-NHS Handwashing Poster' are clearly displayed in hand washing areas.
- This protocol is to be used in conjunction with 'C008- Good hygiene procedure'