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Covid-19 health and safety guidance for young adults attending Sapphire Partnership

**Arrival**

A member of staff will be on duty in the reception area of St Georges House from 9.30am until approximately 10am. Whilst in the reception area the member of staff will use a temperature gun to take the temperature of each person. If a person’s temperature is 38°C or over then they will be asked to return home.

Once the young adults enter the Sapphire Partnership room they will be asked to sanitise their hands before signing in. There will be a box on the reception desk which will contain tissues, hand sanitiser, antibacterial wipes, face masks and gloves.

**Hand cleaning**

There will be boxes placed around the room containing antibacterial wipes, hand sanitiser and tissues. There will be handwash and a timer available in the kitchen and in the bathrooms. Young adults will be shown how to wash their hands effectively. Young adults will be encouraged to use the sanitiser or wash their hands before starting a new activity, before eating, before leaving for the day and at other times when appropriate.

**Room and activities**

The room can accommodate a number of people which will follow the social distancing rules given by government. Seating areas and dining areas will be spaced out to allow for some social distancing.

There will be a perspex shield on the Sapphire reception desk which people will be asked to stand behind when at the desk. There will be visual prompts around the room and in the bathroom to help the young adults to remember the rules.

Each young adult will be given a cup with which is theirs to use whilst at Sapphire. Alternatively they can bring their own cup in.

Offsite visits will only be applicable when deemed safe and appropriate. Young adults will be briefed about the rules when going

The room will be cleaned every day and throughout the day as necessary.

**Visitors**

All parents and carers must stay in the reception area of St Georges House. A phone call can be made to Sapphire if a parent or carer needs to speak to a member of staff.

All professionals or other visitors must report to St Georges House reception before making their way to Sapphire.

Anyone who enters the Sapphire room must adhere to the rules and follow the health and safety precautions.

**Illness**

If a young adult falls ill and/or shows symptoms of Covid-19 they will be asked to wait in the ‘Share Room’ at Sapphire whilst parents/carers are contacted. Social distancing will be strict at this time and the room will be cleaned after they have left. There may be stipulations to their return depending on the current government guidance.

Staff must be informed if anyone has got Covid-19 symptoms and they must take a test in line with government guidance. No-one must come in to Sapphire if they are showing symptoms.

Staff must be informed if anyone has been in contact with someone with Covid 19 symptoms. A test must be taken and a negative result shown to staff before anyone can return in to Sapphire.

Please ensure all medical information and advice is kept up to date so that staff can provide the best care.