

COVID-19 – Premises Declaration Form F646c

We are sending this declaration to you as we will be visiting or using your premises as part of our work activities. Please read and sign this declaration which confirms that you have undertaken an assessment of your workplace, confirming your COVID-19 Secure arrangements are in place and include the following:

Visitor safety

- Appropriate information relating to visitor safety on the site will be provided about the safety arrangements to follow on your premises
- Contact records are maintained for 21 days

Cleaning and disinfection

- Cleaning frequencies have been increased where required and frequently touched surfaces for example, door handles, light switches and work surfaces are cleaned and disinfected twice a day as a minimum.
- Appropriate cleaning products are used, for example detergents and chlorine based disinfectants.

Social distancing and premises arrangements

- Arrangements are in place to ensure 2 metre distance between staff and staff and visitors at all times
- Site markings are provided to encourage social distancing for everyone using the site
- Meeting rooms have been assessed and altered to ensure social distancing
- There are no face to face interactions
- Work areas are well ventilated with fresh air

Hygiene measures

- Liquid soap, hand towels (or hand dryers) are provided for handwashing.
- Toilet facilities are marked to enable social distancing (queuing and for handwashing) and regularly cleaned.
- Hand washing and drying stocks are checked regularly and replenished.
- Hand sanitiser is provided at all appropriate points at the premises to encourage hand hygiene including at entrances and in all public areas.
- Tissues and waste bins are provided for use

Staff

Arrangements are in place to ensure that staff:

- Have received appropriate instruction in all new safe working practices.
- Go home immediately if they develop symptoms at work, no matter how mild
- Isolate in line with household isolation requirements and tracing requirements.
- Obtain testing if they are symptomatic

Safe arrangements review

Arrangements are in place for the venue to update their arrangements in line with government guidance and normal safety arrangements review.



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I confirm that we have implemented all COVID-19 secure requirements, including those listed above and that I am authorised to sign this declaration on behalf of the organisation (with responsibility and authority for safety management at the venue e.g. Director or Senior Manager).

Premises name:	Thomas Bullock Primary Academy
Signature	<i>Shannon O'Sullivan</i>
Name	Shannon O;Sullivan
Position	Headteacher
Date	29.09.2020