



Statement for Instructors, Sub-contractors, Volunteers and Clients

Nathan Beard Ventures expects to assess workplace risks as a normal practice and will consult other providers, sub-contractors and clients to ensure good practice.

It is important for instructors / sub-contractors / clients to note that if you, or a member of your household, are unwell with symptoms of Coronavirus you should inform the event Chief Instructor immediately and should not travel to or attend the venue. If you are at the venue already then you should cease activities immediately, contact the Chief Instructor, and take steps to isolate and remove yourself.

All work where possible will take place from home, where working from home is not possible (for example including on-site events delivery, shopping for a course. Nathan Beard Ventures will comply with the government 'working safely during Coronavirus COVID-19' guidelines for people who work in or run outdoor working environments, published by the Department for Business.

All instructors and sub-contractors should familiarise themselves with the following guidance:

- <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/construction-and-other-outdoor-work>
- <https://assets.publishing.service.gov.uk/media/5eb97021d3bf7f5d43765cbf/staying-covid-19-secure.pdf>
- <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- <https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19>

Event Specific COVID-Secure Methodology Statement

Operation: running of all event activities with adherence to government specific advice

Site: Main Events - Hyde Estate – East Sussex
Other Client Specific Locations for Bespoke events

Training: This document forms part of the training for instructors / sub-contractors for managing a COVID Secure workplace.

Activity and actions expected:

1. Instructors, sub-contractors and clients must at all times remain 2 metres apart - there should be no hand shaking, kissing, contact at all.



2. Events at the Hyde Estate will have no more than 15 clients.
3. Where possible instructors, sub-contractors and clients should not sit facing each other
4. Instructors, sub-contractors and clients must increase the frequency of hand washing. In practice this means there is a requirement to hand wash every 2 hours during the teaching day. Hand washing stations shall comprise a suspended jerry can with elbow-lever tap to ensure water flow, and solid soap suspended beneath the tap on a cord. In this way the risk of cross infection is minimised.
5. All clients are requested to bring their own anti bacterial gel.
6. Activities requiring high exertion should be undertaken minimum of 5m from others.
7. A face guard is available for any instructor or subcontractor who wishes to use one. Face guards once issued, must only be used by one person.
8. Instructors, sub-contractors, and clients should alert the Chief Instructor if they are within the clinically vulnerable, or extremely clinically vulnerable category, or if they live with anyone who is in either of these two groups. A separate risk assessment will be undertaken for those individuals.
9. The risk assessment will be available for instructors, sub-contractors and clients.
10. We maintain an objective of keeping 2 metres social distancing wherever possible while arriving at and returning from work, and whilst in work and travelling between venues. Where this is not possible the activity should be agreed with the Chief Instructor beforehand, and it will be kept to as short a time as possible, with increased hand washing and the use of PPE or good practice.
11. There should be no sharing of equipment unless the client has washed their hands before and after use- e.g. bow saw.
12. Where appropriate to the activity all clients shall be provided with their own cutting tools, (knife and saw), these tools shall be disinfected before and after each course. These tools will be issued using a 'leave-in-situ' approach whereby the tool/s are left on a stump / patch of ground and the clients may pick them up once the instructor is at least 2m away.
13. Kitchen surfaces (e.g. table) should be disinfected before and after each use.
14. In case of emergency evacuation people do not have to maintain 2 metre distancing if it is unsafe to do so.
15. In case of first aid provision particular care should be applied in relation to sanitation.
16. Any personal litter should be burnt or removed at the end of the event and taken home.
17. If cleaning needs to take place after contamination of an area by someone known to have or suspected to have COVID-19 the following guidelines should be followed:
<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
18. All instructors, sub-contractors and clients should avoid touching their face. If they must cough or sneeze this should be done into a tissue and disposed of in the fire, after which hands must be either washed or sanitised immediately. If no tissue is available sneezing or coughing should be done into the crook of an elbow.
19. It is not practical to put up signage within the woodlands however the key messages of social distancing and cleaning will be communicated as part of the safety brief.
20. Toilets are to be cleaned by the user after each use with the disinfectant provided.
21. Handling of large items requiring two people should be avoided if they are not from the same household.
22. Government advises that additional PPE specifically for COVID-19 is not usually beneficial; a specific risk assessment will be undertaken if additional PPE is suspected of being necessary.



23. Evidence suggests that wearing a face covering does not protect you against contracting COVID-19, but it may protect others if you are infected but have not developed symptoms. However the risk is deemed to be extremely low when operating in an outdoor environment.
24. A face covering can be very simple and may be worn in enclosed spaces where social distancing isn't possible. It simply needs to cover the mouth and nose. It is not the same as a face mask, such as surgical masks or respirators used by health and care workers. Similarly, face coverings are not the same as PPE used to manage risks like dust and spray in an industrial context. Face coverings are available for any instructor or sub-contractor who wishes to use them for work purposes. Where face coverings are being used the following guidelines should be followed:
 - a. wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and after removing it.
 - b. when wearing a face covering, avoid touching your face or face covering, as you could contaminate them with germs from your hands
 - c. change your face covering if it becomes damp or if you've touched it
 - d. continue to wash your hands regularly
 - e. change and wash your face covering daily
 - f. if the material is washable, wash in line with manufacturer's instructions. If it's not washable, dispose of it carefully in your usual waste
 - g. practise social distancing wherever possible
25. Direct passing of equipment between staff/customers is to be avoided, items should be issues using a 'leave-in-situ' approach i.e. placed on a stump or the ground for the recipient to pick up.
26. Nathan Beard Ventures will minimise non essential travel.
27. Instructors and sub-contractors should use their own vehicle to travel to the woodlands alone wherever possible.
28. Where sharing a vehicle is essential there should be only be two persons present, one in the driver's seat and one in the second row seat behind the front passenger seat.
29. All team members should be aware of the government guidance on the mental health and wellbeing aspects of Coronavirus (COVID-19), and should speak to the Chief Instructor if they, or a team mate, may be experiencing mental health or wellbeing issues.
30. All employees must ensure they have a change of clothing in case of a contamination incident.
31. All course equipment should be disinfected prior to departing for the woodlands and upon conclusion of the course.
32. Prior to course beginning hand washing facilities should be set up ready for demonstration
33. Distancing of 2m and 5m shall be demonstrated during the welcome / safety briefing.
34. Pre course information to clients shall include; a reminder to socially distance, to bring anti bacterial gel, and a requirement to confirm their fitness to attend the event at the time of booking, and upon arrival in relation to advised symptoms of COVID-19.
35. Clients will be refused entry at the instructors discretion based on appearance of potential symptoms.
36. No resuscitation breaths are to take place in case of collapse, only chest compressions whilst facing away from the collapsed person and at the sole choice of the first aider.

**Nathan Beard Ventures
COVID-Secure Event Plan**



I have read and understood my obligations as an instructor, volunteer or subcontractor regarding the necessary requirements for operating COVID-Secure events with Nathan Beard Ventures. I confirm that I will follow the plan as written.

Name:

Signature:

Date: