

COVID-19 treatment plan – What to do if someone falls ill with suspected C19 symptoms

In the event of someone becoming unwell with suspected COVID-19 symptoms while at the hall you should:

- a) Send them home immediately
- b) Ask all other members of your group to provide their contact details if you do not already have them
- c) Ask the rest of your group to leave the premises, following the one way system and observing the usual hand sanitising and social distancing precautions
- d) Advise them to launder their clothes when they arrive home
- e) **Inform Jenny Cobb on 01438 869 348**
- f) If the unwell person needs to wait for a lift: -
 - (1) Remove them to the safe waiting area, which is the **Ladies or the Mens toilet** in the main entrance foyer
 - (2) Collect the Covid 19 Treatment Box from the kitchen
 - (3) Put on a mask, face shield, gloves & apron to protect yourself
 - (4) Provide them with tissues. A plastic rubbish bag, warm water & soap for handwashing & paper towels should already be available in the toilet area
 - (5) Once they have been collected: -
 1. Remove gloves, apron and face mask to the **rubbish bag***
 2. Leave face shield on top for disinfection
 3. Wash your hands for at least 20 seconds with warm soapy water
 4. Wait for **Jenny Cobb or another designated committee member** to arrive
 5. Once home – launder all your clothes and wipe down disinfect your car

- * Note that the waste should be double bagged and kept for 72 hours before being collected.
- * Put C-19 rubbish bag in the designated black wheelie bin in the rear car park. Fill in the notice on the designated black wheelie bin: Date, Time, Group affected, Date rubbish bag can be moved to regular black bin collection (at least 72 hours/three days later).

Benington Village Hall Committee: 28 August 2020