

Covid19 – Practitioner arrival and departure procedure

Premises: The Therapy Centre, 57 Winchester street, Salisbury, SP1 1HL
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Procedure / Policy: Practitioner arrival and departure procedure

Occurrence	Action
1. Travelling to work	<ul style="list-style-type: none">- Practitioners should not come to work if displaying any symptoms that could be related to Covid-19- A fever is common even if no other symptoms are present, therefore practitioners should take their temperature before departing for work- Practitioners should have clothes for travelling to/from work that are different from their work attire- They should also bring a bag for clothes to be stored in whilst at The Centre- Practitioners should wear a face mask / covering for travel to work.
2. Arrival at Centre	<ul style="list-style-type: none">- Immediately use hand sanitiser in reception- Proceed to staff room (1 occupant at a time only) or staff toilet to get changed
3. Getting changed (start of day) <i>Guidelines currently suggest having separate travel and work clothes</i>	<ul style="list-style-type: none">- Please change into your work clothes and place your travelling clothes into your bag, use the hooks outside the staff toilet for storing items.- If needed items of value can be locked away securely using existing facilities

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	<ul style="list-style-type: none">- Replace mask with a fresh one before leaving staff room
4. Leaving the Centre (end of day)	<ul style="list-style-type: none">- Ensure you have completed any relevant cleaning tasks.- Please change back into your travel clothes and take your work clothes home to wash.- Leave wearing a mask and hand sanitise in reception before you leave