COVID SECURE ASSESSMENT OUTCOMES:
WHO, WHEN AND HOW

bellrock
INNOVATIVE. TRANSPARENT. COMPLIANT.

Site Readiness

Based on the results from the Who, When and How section of our Covid secure assessment, the following key recommendations should be considered in order to adhere to Government guidance on reducing risk within your workplace, and to help ensure your organisation is Covid secure in 2020.

The UK Government offers further guidance on working safely during Coronavirus.

Assessment Criteria

1. There is a site capacity plan against which all occupancy levels are monitored

2. There is a Covid officer or designated person to monitor occupancy

3. There is a daily / weekly calendar of who is on site in place

4. Plans have been made and communicated to stagger entry and exit times, and where possible, avoiding peak hours

5. There is clarity that occupiers with potential symptoms should not come to site or procedures to temperature check arrivals

6. Proposals around how to minimise the use of public transport or guidance offered on PPE and social distancing have been laid out

COVID SECURE ASSESSMENT OUTCOMES:
WHO, WHEN AND HOW

INNOVATIVE. TRANSPARENT. COMPLIANT.

Guidance

Knowing who will be coming to your site, when they will be on site, and how they will get to site will assist you in understanding what the sustainable capacity levels for your site are when you re-open your doors. There are several considerations to assist you in managing occupation levels that you may wish to put in place.

What should you be doing now?

▶ If not already completed, perform a capacity Study which will identify areas of a building that are being re-opened. It will assist in developing a comprehensive guide for entry and exit planning, circulation flows, seating and access to high usage areas whilst maintaining social distancing guidance.

▶ Appoint a designated site Covid officer to monitor and manage occupancy levels. A Covid officer could be responsible for daily / weekly calendars monitoring who is on site and when.

▶ To assist in maintaining new occupancy levels, consider shift patterns and rotas where possible as well as staggering entry and exits. Staggered shift patterns will also assist those travelling on public transport in avoiding peak travel periods.

▶ Ensure communication has been maintained to all who regularly attend site, with clear messaging around when they are able to come to site (capacity schedules ensuring a Covid secure status) and when they should not (ie. If they are displaying any symptoms).

How can Bellrock help?

In addition to providing a record of your sites estate and ppm records, our Concerto suite can hold your capacity plans, risk assessments and your attendance plans in one central library. Site re-occupation can be managed within the platform, with the ability to record that the necessary COVID-19 risk mitigation has been installed on site, e.g. signage, screens, distancing; with exceptions visible via dashboard reports and notifications. Room booking, and calendar systems can offer additional tools to increase visibility of who is on site and what they are doing.