



## Covid-19 Health, Safety and Managing Risk Policy Insert

Instated by trustees on 25th June 2020 for the period of the pandemic.

Level Trust recognises our responsibilities during the Covid-19 pandemic to take measures to protect the spread of the disease. These measures may be hugely disruptive to our work, but our first priority is to keeping our community safe. This policy works in conjunction with our current health, safety and managing risk policy and is relevant during the period of the pandemic only.

1. Level Trust is committed to protecting our staff, volunteers, families, partners and stakeholders from catching and spreading the virus as a result of engaging with us and will do everything reasonable within our power to safeguard against this whilst carrying out our aims and objectives.
2. It is the role of the Health and Safety Officer to ensure they understand the latest government guidance concerning the pandemic. The latest information can be found here: <https://www.gov.uk/coronavirus>.
3. When any changes occur that affect our work, swift action should be taken by Level Trust to follow the guidance. This may mean adjusting or suspending our current projects until it is safe to run them again.
4. Before any projects are undertaken the Health and Safety Officer should put in place strategies to reduce the chances of the virus spreading further as a result of our work. If we cannot adjust them sufficiently enough to satisfy safety, we will not run those projects again until it is safe to do so.
5. Government guidance we should implement to suppress the spread of the virus includes but is not limited to:
  - Facilitating home working for those who can
  - Making our work place 'COVID secure'
  - Protecting those at high risk
  - Cleaning, hygiene and hand sanitiser.
6. The team should be involved in and trained on implementation of these measures and their effectiveness should be reviewed at monthly and if required, weekly, team meetings.
7. Under RIDDOR we recognise our legal duty to report cases of Covid-19 which can be attributed to our work.