

## WEST MEON VILLAGE HALL

### COVID-19 treatment plan

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 other members of your group to provide their contact details if you do not have them
- c) Ask the rest of your group to leave the premises, observing the usual hand sanitising and social distancing precautions
- d) Advise them to launder their clothes when they arrive home
- e) **Inform** the Hall Booking Clerk on 01730 829584 or 07941 280399.
- f) If the unwell person needs to wait for a lift: -
  - (1) Remove them to the safe waiting area, which is the long corridor – a chair and washing bowl should be provided
  - (2) Put on a mask, face shield, gloves & apron to protect yourself
  - (3) Provide them with tissues, a plastic rubbish bag, a bowl of warm water & soap for handwashing & paper towels
  - (4) Once they have been collected: -
    1. Remove gloves, apron and face mask to the rubbish bag and place this in the outside red bin
    2. Leave face shield on top for disinfection
    3. Wash your hands for at least 20 seconds with warm soapy water
    4. Once home - launder all your clothes and wipe down / disinfect your car