

## ATC- EPCC

### COVID-19 treatment plan

In the event of someone becoming unwell with suspected COVID-19 symptoms while at the centre 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 Alcester Town Council on 01789 766084 or email [clerk@alcester-tc.gov.uk](mailto:clerk@alcester-tc.gov.uk) as soon as possible who will then alert the cleaner**
- f) If the unwell person needs to wait for a lift: -
  - (1) Remove them to the safe waiting area, which is the Wellbeing Room in the foyer – a plastic chair, Covid 19 First Aid Box and washing up bowl are already in the room. Please look in the cupboard for the First Aid box etc
  - (2) Put on a mask, face shield, gloves & apron to protect yourself
  - (3) Tissues, plastic rubbish bags are provided. You will need 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.
    2. Double bag the rubbish and label it. Leave for disposal by the cleaner- it needs to be kept for 72 hours before being collected
    3. Leave face shield on top for disinfection
    4. Wash your hands for at least 20 seconds with warm soapy water
    5. Once home - launder all your clothes and wipe down/disinfect your car