

## RedR UK COVID-19 Safety Protocol

### Personal Security for Humanitarians (HEAT) Training

Latest update: 24<sup>th</sup> June 2021

RedR UK is committed to the safety of all participants, trainers, staff, and volunteers. The COVID-19 Safety Protocol is designed to ensure safe training can take place while limiting the risk of the virus transmission. This protocol applies to all RedR UK face-to-face training and all involved.

#### Before Training

- **Testing:** All participants, trainers, staff, and volunteers will need to take a Lateral Flow Test 48-hours prior to arriving on site. You will be contacted by a RedR UK member of staff to confirm that you have completed a test and it has shown negative<sup>1</sup>.

If you live in the UK, you can order two free Lateral Flow Tests a week online or at your local pharmacy. Visit this link: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

If you are arriving from overseas, you should check the following link to see which rules will apply: <https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england>.

- **Declaration:** you will be asked to complete a 'COVID-19 Declaration' and submit this to RedR UK stating you are free from COVID-19 symptoms, have taken a test and understand the rules that are in place.

#### On Arrival

- **Checking-in:** you will have to check-in at the Fire Service College reception on arrival. You must download the [NHS COVID-19 app](#) and scan the QR code (which will enable NHS Test and Trace to identify and warn people who may have been exposed to COVID-19).
- **Fire Service College rules:** the FSC site where the course is run has its own specific rules, which must be followed. You can read the [FSC COVID-19 Charter Information Pack](#) prior to arriving too.
- **Bubbles:** delegates will be split into separate contact groups, or 'bubbles', of six people. You will stay in these groups for practical exercises, meals, tea breaks, etc. This limits the spread of COVID-19 between groups.
- **COVID briefing:** you will receive a COVID-19 safety briefing prior to the training starting by a RedR UK trainer, which will include all rules that you must adhere to and the response plan for a confirmed COVID-19 case.

#### During Training

- **Temperature checks:** temperature checks will take place each morning and after lunch each day.
- **Social Distancing:** social distancing of two-metres should be maintained throughout. Room limits are in place allowing a minimum of 4m<sup>2</sup> per person. Chairs should not be moved.

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<sup>1</sup> If your test shows positive, you can be transferred to another course or receive a refund. RedR will keep 10% administration fee.

- **Face coverings:** face coverings are mandatory while inside buildings or vehicles. Face coverings do not have to be worn while seated in training rooms. When taking part in group work, face coverings should be worn again.

### Post Training

- **Symptom reporting:** after the course, if you develop symptoms within 21-days, you should contact the RedR UK staff member administrating the course to let them know.
- **Participant data:** COVID-19 declarations will be kept for 21-days from the last day of the course. Should anyone report symptoms, you will be notified and informed of the likely risk of transmission. This could require you to self-isolate.

### General Measures:

- **Cleaning:** additional and enhanced cleaning will take place throughout the day at the Fire Service College, focussing on high touch points and common areas.
- **Capacity limits:** courses are limited to a maximum of 18 people.
- **Ventilation:** windows and doors will be kept open to allow natural ventilation (it is advisable to bring warm clothing because of this, regardless of the season).
- **COVID-19 response protocol:** as part of the risk assessment, a protocol is in place should someone display symptoms, including an area for quarantine.
- **Restaurant:** there is a one-way system in place in the on-site restaurant. Tables will be limited to six people maximum (of the same six people forming the bubbles). Self-service has been replaced by table service. All food and drink must be consumed at the tables. Face masks can only be removed when eating.
- **Accommodation:** all bedrooms are single occupancy. Bedrooms must not be accessed between 09:00 and 14:00 daily so that cleaning and maintenance can take place.
- **Sharing equipment:** where there is a need to handle equipment (display items, books, pens, etc.) you should ensure that you sanitise your hands prior with hand gel. The Fire Service College has hand-sanitiser stations and can provide wipes upon request. A full COVID-19 risk assessment is carried out prior to training. This will incorporate the latest UK Government advice<sup>234</sup>. You will receive a full briefing when onsite, but can also request to see the risk assessment two weeks prior to the course.

If you have any further questions regarding safety and biosecurity in our PSH training, please contact us on [training@redr.org.uk](mailto:training@redr.org.uk)

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<sup>2</sup> [Guidance: How to stop the spread of coronavirus \(COVID-19\)](#)

<sup>3</sup> [Working safely during coronavirus \(COVID-19\)](#)

<sup>4</sup> [Guidance: Higher education coronavirus \(COVID-19\) operational guidance](#)