

Brighter Access Vehicle Use Protocol – Recovery Stage

Date: 10/6/2020

History:	COVID-19: Brighter Access COVID-19 Action Plan Transition Stage
Location:	All Brighter Access Vehicles and/or private vehicles used to transport Brighter Access participants
Who this applies to:	All staff working within a Brighter Access workplace
Actions:	<ol style="list-style-type: none"> 1. Before accessing a vehicle, wash hands (including participants) 2. Ensure there is a supply of disinfectant wipes (or a suitable alternative) and plastic bags for disposal 3. Participants must sit in the rear passenger side seat of the vehicle to support social distancing 4. Where possible only 1 participant may be transported at a time unless exceptional circumstances with Accommodation Manager approval 5. On arrival at location ensure vehicle is locked and hand sanitiser is taken with you during the outing. Please use hand sanitiser to clean hands before re-entering the vehicle 6. Once returned from the trip, when leaving the vehicle – sanitise hands before touching internal surfaces 7. Dispose of all rubbish in the outside bin to avoid bringing inside
Please Note:	<ol style="list-style-type: none"> a. Maintaining social distancing is extremely difficult during transport for this reason transport so staff should be mindful of safe hygiene practices whilst using transport b. Participants are not to be transported if they are a suspected or confirmed case of COVID-19