



Cleaning and Disinfection

Current official guidance is as follows:

Coronavirus can live on different types of surfaces although the risk of infection transmission is currently thought to significantly reduce after 72 hours. Additional cleaning and disinfection measures should now be introduced. You should:

- Identify all of the places that you or others touch where you hold your meetings including but not limited to; door handles, grab rails, key-pads or buttons, vending machines, table tops, chair backs and arms, computers, phones, all shared surfaces and equipment including utensils, plates and cups, vehicle handles and internal/external vehicle surfaces.
- Where possible and practical introduce a schedule to ensure cleaning and disinfection of these key touch points before and after your meeting.

At Premises

1. If you are considering holding meetings (following government advice) and considering serving food (which at the moment would not be advisable) you should also think of the following
2. How to clean and disinfect surfaces and equipment effectively:

3. Wipe hard surfaces with warm, soapy water using a disposable cloth
4. Disinfect the surfaces using the cleaning products you would normally use, following the manufacturer instructions. Pay attention to the recommended contact time as wiping the product off too early could make it less effective.
5. If you are in any way unsure whether or not the products you are using are effective against the virus, or if you don't have access to specific cleaning products you should use a 0.1% diluted bleach solution, provided it is refreshed every 24 hours to ensure it is effective. The World Health Organisation (WHO) has written guidelines for how to prepare and use this solution.
6. Use gloves and aprons if using chemical or bleach solutions, as per the manufacturer instructions. You can use household rubber gloves, readily available in supermarkets. These can usually be cleaned in warm, soapy water for re-use, in line with the manufacturer instructions.
7. Some surfaces or equipment should not be cleaned with chemical or bleach solutions including keyboards, phones or electronic devices - use disinfectant or alcohol wipes (70%) instead.
8. Wash cooking utensils in warm soapy water using the cleaning products you normally use, dry using paper towels and store as normal.
9. Disposable cloths, wipes, paper towels, gloves, aprons and mop heads should be double bagged and securely stored for 72 hours, if possible and practical, then disposed of along with regular waste, after cleaning has been completed.

Practicing thorough and effective hand hygiene is still the most important way to stop coronavirus from spreading.

Effective hand hygiene

Thorough and frequent hand hygiene is critical to stopping the spread of coronavirus. You should do whatever you can to reinforce this message at all times. There are opportunities for infection transmission wherever people share a physical space, work alongside each other, share equipment or materials so please make sure you follow these steps.

You **MUST** undertake hand washing whenever you:

- sneeze, cough or blow your nose, including with a tissue
- touch your face, especially your nose or mouth
- touch computers, phones, door handles and other surfaces
- touch any shared equipment or materials
- enter and/or exit any premises or vehicles
- enter and/or exit any communal areas, especially toilets
- immediately before and after you deliver any items to someone's home/doorstep

If you are considering starting meetings again then you need to be familiar with effective hand washing techniques and how long you need to spend on washing with soap and water or sanitiser for it to be effective if there are no washing facilities in the hall or premises.

You must use an alcohol-based hand sanitizer as an alternative to hand washing to avoid any transmission of the infection and wash your hands with soap and water at the first available opportunity e.g. when you return to your home.

Some people are choosing, to wear latex or other types of disposable gloves for activities such as grocery shopping and deliveries.

Disposable gloves are single-use items and intended to be used for a single specific purpose, such as an episode of cleaning or carrying out a care activity. If the gloves become contaminated, they will then contaminate anything else that they come into contact with.

They are unlikely to be cleaned (and as a single-use item they are not designed to be cleaned and re-used) and may well give the wearer a false sense of security. If the wearer touches their face, there is the same risk of any contamination getting into their nose, mouth or eyes as there would be from unwashed hands.

Robust and effective hand hygiene is still the recommended way to prevent the spread of the virus, so we suggest that you carefully consider whether the use of gloves is appropriate for the activity that you are involved in.

At someone's home

If you are delivering items to a members' home, remember to practice social/physical distancing and thorough and effective hand hygiene at all times.

It is not possible to guarantee that items being delivered will be completely sterile or virus-free as they will have inevitably been in contact with people at different points in transit. However, there are a number of actions that can be taken to reduce the risk of infection transmission:

- practice thorough and effective hand hygiene immediately before and after delivering or collecting items from someone's home
- follow the 2-metre social/physical distancing rule,

- remind the person whose home you are delivering to that they must wash their hands immediately before and after touching the items
- if possible and practical, non-perishable items such as tins, plastic containers etc. could be washed or wiped and then stored untouched for 72 hours before use
- use normal household disinfectant wipes for wiping items
- if possible and practical, many reusable shopping bags can be washed at 60 degrees

You might be supporting or visiting a member who lives in a block of flats or other accommodation with communal areas. There are many extra touch points in this type of accommodation and infection transmission opportunities are increased.

Many social landlords have stepped up cleaning schedules but it is impossible to guarantee communal hallways, lifts, stairwells, buzzer entry systems, banisters etc. will be sterile or virus-free.

You should be extra vigilant about hand hygiene if delivering items to accommodation with communal areas. Wherever possible and practical you should apply hand sanitizer before entering the building and at each point along the way to the person's home e.g. after touching the buzzer entry, lift buttons, stair bannisters and knocking on the door.

You should not enter a lift if someone else is in it. Remind the person that you are delivering items to, to wash their hands thoroughly after touching the items. Repeat these hand hygiene steps when leaving the building.

Personal Protective Equipment (PPE)

Whilst this will be most unlikely to impact on members, if they are visiting other members, it is worth pointing out the precautions.

Current advice from Health Protection Scotland is that the use of additional PPE should only be needed 'wherever there is a higher level of contamination risk through respiratory secretions from potentially infected individuals. Respiratory secretions in this situation means anything that could spread the virus in droplets from the nose or mouth such as; heavy breathing, coughing, sneezing or from bodily fluids such as saliva.

This is very unlikely to happen for a number of important reasons:

- anyone with symptoms, or part of a household where someone else has symptoms, should be self-isolating in line with the latest Government guidance.
- strict social/physical distancing should be observed at all times, and no one will enter someone's home.
- cloth face coverings should be worn wherever it isn't possible or practical to observe to 2 metre social/physical distancing requirement.

Some people are choosing, or have been asked to wear latex or other types of disposable gloves for activities such as food preparation. Disposable gloves are single-use items and intended to be used for a single specific purpose.

Summary: The current advice is that additional PPE should not be required, over and above what you would normally use e.g. if you are in food handling or preparation where you might use gloves/aprons/hair nets etc.

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