



Coronavirus (COVID – 19) Policy

Statement

Westchurch Homes Limited (WH Limited) will manage its operations through **trained** and **competent (skills, experience and knowledge)** staff and to safeguard, insofar as is reasonably practicable, the Health, Safety and Welfare of our Employees and any other persons likely to be affected by our activities.

Westchurch Homes Limited (WH Limited) is committed to providing a safe working environment through the proper planning, design and implementation of the work in which it is involved. In addition, we aim to achieve continuous improvement by setting objectives and targets which performance is assessed and monitored.

Westchurch Homes Limited (WH Limited) are taking informed action as at 29.04.2020 (Rev 1 amendments 11.01.21) to limit the spread of the Coronavirus (COVID -19) to enable our continuity of services to our Clients so far as is reasonable and practicable.

Westchurch Homes Limited (WH Limited) are providing all employees with the relevant information, instruction and training on all aspects of correct distancing messages (2 METRES), visiting construction sites, travel arrangements, welfare arrangements to include kitchen, toilets and safe hygiene practices to try and minimise contact with others and therefore reducing the potential spread of COVID - 19. **Where the guidance cannot be fully complied with WH will assess any risks as a result and implement appropriate mitigation / control measures. Any amendments to current working practices identified as a result of any reviews will be communicated to all employees via training and toolbox talks.**

Information, current advice (HSE, CLC and CITB) and the latest Government Legislation / guidelines / advice is being closely monitored daily, this advice will be reviewed and adapted into our policy / arrangements and clear information / instruction will be given to all employees.

Signature / Name:	
Position:	
Date:	Sept 2022
Review date:	As per requirement
Rev No and date:	Rev 2 Sept 2022

Policy

This policy is intended to cover all employees, subcontractors, visitors to site and the general public, where they may be affected by our activities, from the Coronavirus (COVID-19) pandemic.

The purpose of this policy is to ensure that whilst maintaining business continuity as best as possible, whilst protecting the health and well-being of our employees, clients, consultants, contractors and visitors, **and the general public, where they may be affected by our activities**

Westchurch Homes Limited (WH Limited) will endeavour to be transparent and communicative. Going forward we will provide up-to-date and accurate information on the status of the crisis and the impact on the business via email, mobile phone and virtual team meetings.

COVID-19 Westchurch Homes Limited (WH Limited) response

The Directors will consult with all employees on essential business tasks. Depending on the situation at the time, the specific circumstances and the business need policies may have temporary adjustments made to meet the demands of the business.

Suitable and sufficient Risk Assessments will be produced and recorded by reviewing existing RAMS and ensuring the all current Legislation and guidance is, where reasonably practicable, incorporated and implemented. WH will encourage input from all employees to ensure that the RAMS are suitable and sufficient.

The above Policy has been developed in accordance with the following publications

- [Corona Virus Act 2020 \(England\)](#)
- [The Health Protection \(Corona Virus Restrictions \)No 3 England Regs 2020](#)
- [The Health Protection \(Coronavirus , Wearing of Face Coverings in a Relevant Place\) England](#)
- [CLC V7 Jan 2021 Construction Sector Site Operating Procedures Protecting Your Workforce During Coronavirus \(COVID – 19\)](#)
- [PHE Coronavirus \(COVID -19\)](#)
- [PHE Cleaning and Disinfection Guidance March 2020](#)
- [Latest HSE and CITB Guidance as of Jan 2021](#)



RESPONSIBILITIES

It is the responsibility of all Westchurch Homes (WH) management teams to ensure that this policy is implemented in all areas of WH activities, including sites and offices, and is effectively monitored.

Site Managers will have the responsibility for ensuring that any WH employees adhere to the policy and that any appointed subcontractors and any visitors to site comply.

WH sites are regularly monitored by their appointed H&S consultants Warburton Associates who will also monitor the compliance with the policy and advise where any issues are identified or areas for improvements.

Any changes in working practices, control measures Etc will be communicated to WH employees by WH management teams / site managers. All employees will be expected to fully comply with the policy and inform their site managers should any issues or additional controls be identified so that these may be considered and relevant actions taken.

All subcontractors will be expected to conform with the policy whilst working on behalf of WH.

Subcontractor assessments and working practices **MUST** reflect latest guidance and be in accordance with current Government legislation regarding Coronavirus. These will be reviewed on a site by site basis by the company's H&S Advisors.

All those working for, or on behalf of, WH have a responsibility to ensure that the wider community / persons affected by our activities are protected by adhering to this policy and all associated risk assessments , safe working practices and site procedures.

Sept 2022