



Braintree Youth Project Charity

Covid-19 Procedures

Braintree Youth Policy Charity will ensure all government advice is followed as and when it is updated, in order to be as Covid-safe as possible. BYPC will use the government website along with advice from the National Youth Agency website, to implement any necessary changes to sessions.

Opening of sessions

BYPC will only open for face-to-face sessions if it falls in line with current Covid-19 guidance. All volunteers and staff members will be encouraged to take a lateral flow test before attending sessions, but this will not be mandatory.

Social Distancing

Due to the layout and size of the BYPC buildings, BYPC will ensure sessions are open on a reduced numbers basis. To ensure sessions are not over capacity, all session attendees will be required to fill in an online form, ahead of the session as a way of registering their interest. Only once they have received an email from BYPC confirming their place, will they be able to attend the session.

All young people, volunteers and staff are encouraged to keep a safe and appropriate distance apart from one another where possible. BYPC will aim to keep the buildings as well ventilated as possible.

Social Bubbles

Currently all youth services are able to operate inside and outside with unlimited numbers, however as our building makes it hard to socially distance we have decided to limit the numbers we permit to attend.

Trips

All trips will be risk assessed before booking, ensuring that all current covid-19 guidelines for BYPC and the venue can be met. Currently groups no larger than 30 (not including staff) can meet, this includes overnight residential trips for under 18's.

Transport

Any transportation for trips, will be risk assessed before each trip. Where possible, all young people should make their own travel arrangements to the site of the trip. However, if this is not possible it is currently permitted to travel by minibus, taxi, public transport or private car. All young people, volunteers and staff will be required to wear a mask when using transport together.

Hygiene and Safety

Braintree Youth Project Charity
Registered in England no. 7437568 registered with the Charity Commission no. 1139014
Registered Office: Fountain Cottages, 2 St Michaels Road, Braintree, CM7 1EX



Upon entering the building, all young people, staff and volunteers will be required to wear a mask (unless exempt), sanitise their hands using the hand gel provided/ washing them in one of the sinks. All high touch points and surfaces and any equipment shall be wiped down with an antibacterial wipe before and after every session.

Pedal bins, automatic hand sanitisers and paper towels to dry hands have been installed across the buildings to reduce the amount of unnecessary touching of surfaces and to make it easier to maintain good hygiene standards.

Tracking information

All young people, volunteers and staff shall be required to scan BYPC's track and trace QR code before entering the building. If this cannot be done, contact information shall be taken from each person attending the session upon arrival.

Covid Symptoms

All persons wanting to attend a session, must confirm that they have not had any Covid symptoms in the last 14 days before attending the session. Anyone who has presented any Covid symptoms, will not be allowed to attend a session, until they have self-isolated for the appropriate amount of time and/or have proof of a negative test.

Links mentioned:

Government Guidance: <https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do>

National Youth Agency: <https://nya.org.uk/guidance/>

Approved:

Last Updated: 16.07.2021