

Community Fundraising Volunteer Covid Principles

This document provides details of the principles adopted to manage the risk posed by COVID-19 to enable Guide Dogs Community Fundraising Volunteers to return to all activities in all locations/environments.

The only exception to this is large fundraising group event and, in these circumstances, please contact supporter care team 03451 430234 with as much detail of your planned event as soon as possible.

Distancing

1m - Maintaining 1m from another person during an activity

Where possible all Community Fundraising Volunteers should maintain a 1m distance from each other during activities. When this distance is maintained, there are no additional mitigations required, unless face coverings are required due to the environment being used.

We want all our volunteers to feel safe, so some fundraising groups may want to continue to apply previous guidance; such as the use of tables to help to provide a physical barrier in order to help maintain a safe distance from the public, so please discuss and agree your ways of working as a group.

Close contact - within 1m distance/physical contact with another person

Where there is a need to be within 1m distance of another person the following mitigations must be implemented:

- Activity kept to the minimum amount of time possible
- 3ply disposable face mask worn by both parties
- Face to face positioning avoided where possible - back to back or side to side working adopted
- Robust handwashing/sanitising is undertaken before, during and after activity
- Well ventilated environments/work areas are used

Hygiene and cleaning

Community Fundraising Volunteers are encouraged to maintain a high standard of personal hygiene.

General good hygiene practices that are promoted:

- Washing hands:
 - On arriving or leaving home
 - Before touching food or drink
 - When there is a change of activity or area
 - After contact with any surface/object that another person may have touched
- Avoiding touching face or eyes
- Always sneezing or coughing into a tissue, disposing of the tissue, and washing hands immediately afterwards
- Using disposable cleaning items provided to clean work equipment before and after use and disposing of used items appropriately
- Sanitising hands before and after touching dogs and encouraging members of the public to do similar
- Only carrying/using essential personal items whilst volunteering

Barrier items

Face coverings

Mandatory use:

- When using public transport for Guide Dogs activities
- When using a vehicle and carrying passengers for Guide Dogs activities
- Communal indoor areas and in enclosed or crowded places with people you wouldn't normally meet (shops, cafes, shopping centres etc.)
- Worn by all parties when undertaking in-person activities within a 1m distance of another person (close contact/physical contact)

Ventilation

Indoor working environments used must be well ventilated by opening windows, doors, or ventilation systems set to allow a good flow of clean/fresh air.

COVID-19 symptoms/suspected case

Any Community Fundraising Volunteers who develops symptoms of COVID-19 should cease the activity/go straight home and follow local Government guidance on testing and self-isolation.

If a Community Fundraising Volunteers tests positive or lives in a household where someone else develops symptoms/has tested positive with COVID-19 they must stay at home and isolate as per Government guidance.

If a Community Fundraising Volunteer is contacted by the relevant test service due to close contact with someone who has tested positive, they are encouraged to follow the instructions provided on the notification and self-isolate as required.

Community Fundraising Volunteers who are unwell (non-COVID symptoms) are encouraged to avoid volunteering until symptoms subside.

General

Clinically extremely and clinically vulnerable persons

Vulnerable individuals, who are at higher risk of severe illness are advised to take extra care in observing social distancing and other mitigations put in place. Those who are classed as vulnerable should follow government guidance.

Health questions

To help prevent the spread of infection COVID-19 volunteers must ask themselves the questions daily before leaving home.

Questions

1. Have you or any member of your household had any of the symptoms of COVID-19 in the last 10 days?
 - High temperature
 - A new, continuous cough
 - A loss or change to your sense of smell or taste
2. Have you been contacted by the relevant testing service and asked to self-isolate or are you already self-isolating?
3. Are you or any member of your household waiting to undertake a COVID test or waiting for test results?

If a volunteer answers yes to any of the questions they must **stay at home**, follow Government guidance on testing and isolation and speak with their manager.

3rd party venues, services, and public venues

There are no restrictions on venues/hotels/services that can be used/arranged for volunteer activities so long as distancing rules stated can be followed.

Public spaces should be avoided during busy/crowded and peak times.

Use of COVID apps.

Volunteers are strongly encouraged to download and use available COVID testing and tracing Apps.

Testing

Volunteers are strongly encouraged to take part in Lateral Flow Testing (LFT) twice a week as per Government guidance.

Vaccines

As per government guidance, employees and volunteers are strongly encouraged to have COVID-19 vaccine when offered.

Useful links

Government Coronavirus information

[Follow this link for Scotland](#)

[Follow this link for England](#)

[Follow this link for Wales](#)

[Follow this link for Northern Ireland](#)

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