

**Plymouth Art
Weekender 2020
Health and Safety**

What is Plymouth Art Weekender?





1

General Welfare

Look after yourself!



WHAT TO BRING

- Warm clothes, layers & waterproofs
- Comfortable shoes
- Sun cream
- Water & food
- Fully charged phone
- Re-usable face covering & hand sanitiser (if you have them)
- Something to write on/with

A photograph of two individuals outdoors. On the left, a person wearing a bright red poncho and a red beanie looks upwards. They are holding a white envelope with a pink sticker. On the right, a young woman with blonde hair, wearing a black top and a silver emergency space blanket, also looks upwards with her mouth open. She is holding a single white rose. The background shows green foliage and a blurred crowd of people.

**Keeping yourself
safe, healthy &
comfortable**



2

Accidents and Emergencies

What to do if
something goes
wrong



PHONE US!

For minor accidents, difficult people, anything
that feels unsafe, if you need to be relieved.



PREVENTING ACCIDENTS

- ⦿ Be aware of your surroundings.
- ⦿ Make sure there is nothing anyone can trip over.
- ⦿ Wipe up any spillages.
- ⦿ Don't lift anything too heavy.
- ⦿ Don't work at heights unless you've been trained.
- ⦿ Don't use any tools you do not know how to use.
- ⦿ Wear sensible footwear.



FIRST AID

Who we look after

- ◉ Volunteers
- ◉ Team members
- ◉ Audiences at events & projects we're looking after

What to do

- ◉ Call us
- ◉ We'll come to you if you can't come to us
- ◉ Fill in an accident form



FIRST AIDERS

- ⦿ Phil Rushworth
- ⦿ Lucy Stella Rollins
- ⦿ Rosie Bowery
- ⦿ Rhys Morgan
- ⦿ Ellen Simms



WHAT TO DO IN AN EMERGENCY

Make sure you are
safe

Phone 999

Phone
us



FIRES & MUSTER POINTS

Evacuate yourself!

Volunteers are not responsible for the public

Muster Points

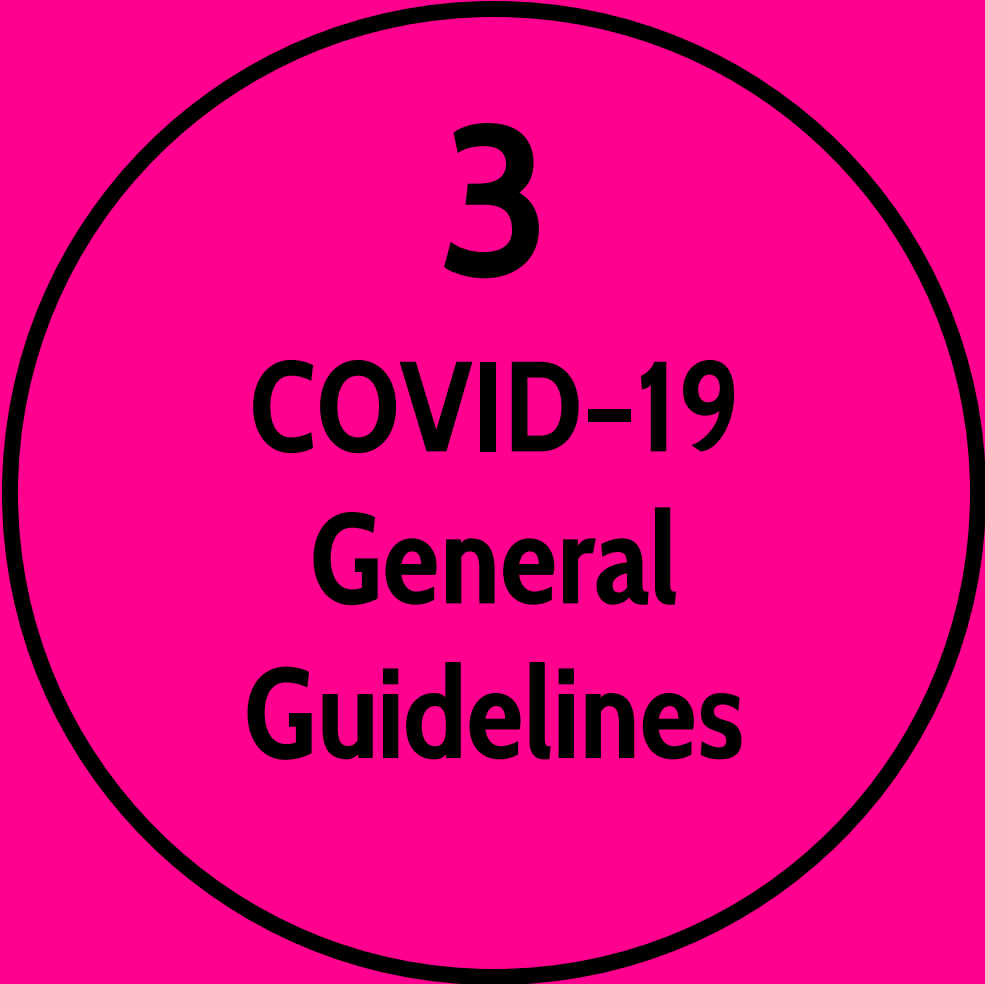
Information Hub: Under the big screen

Volunteer Hub: Car park next to Union Street



SAFEGUARDING CHILDREN & VULNERABLE ADULTS

- Be friendly but no hugging or touching
- Don't take images of children and be cautious with vulnerable adults
- Never take children or young people to another location
- Two adults must always be present with an unaccompanied child
- Lost child? Stay with them and call us



3

COVID-19
General
Guidelines



COVID-19 SYMPTOMS

- ⦿ High temperature/ fever
- ⦿ New continuous cough
- ⦿ Loss of taste and/or smell

Stay home, arrange a test & let us know



COVID-19 BASICS

Face Coverings

Inside & when
there are lots of
people or if
social distancing
is difficult

Social Distancing

At least 2 metres
apart.
Groups no larger
than 6.

Hand Washing

More often & for
at least 20
seconds.



FACE COVERINGS

- **Cover your nose & mouth**
- **Change if it gets damp or damaged**
- **Try not to touch it**
- **Dispose of in the general waste**
- **OR bag & dispose of later**

Social Distancing & 'Rule of 6'





HAND WASHING /SANITISER

- ◉ **When entering & leaving a new space**
- ◉ **After touching your face or face covering**
- ◉ **After touching shared surfaces**
- ◉ **Before handing a guide (for e.g) to the public**
- ◉ **After sneezing, coughing, wiping your nose**
- ◉ **Before and after eating or drinking**



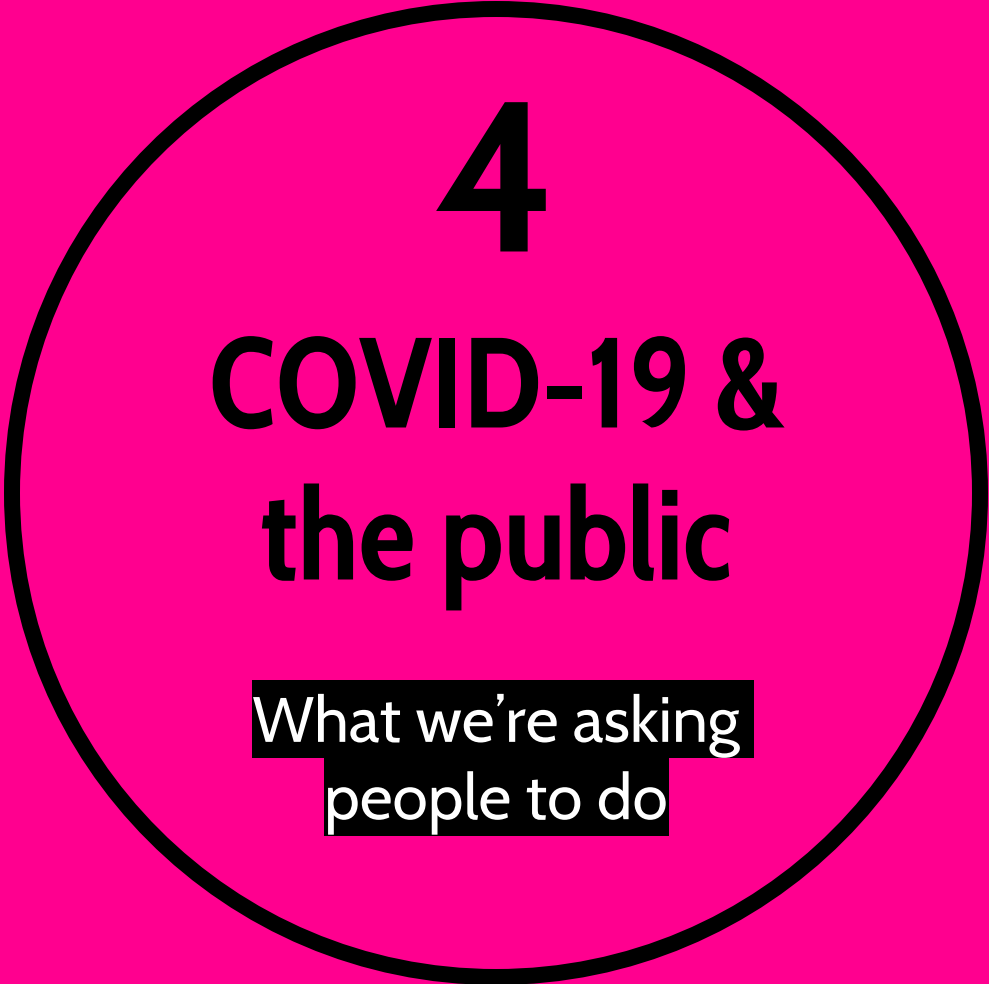
CLEANING SURFACES

- **Wear gloves**
- **Use spray & paper towels**
- **Dispose of gloves & paper afterwards**
- **Use & checklist**



OTHER ADVICE

- ◉ **Wear gloves for handling guides etc.**
- ◉ **Wash clothes & face coverings @ 60 degrees**
- ◉ **Try and avoid public transport on shift**



4

**COVID-19 &
the public**

**What we're asking
people to do**

**Keeping everyone
safe & happy**



TRACK & TRACE

A Name & Number for every
group

Kept for 21 days

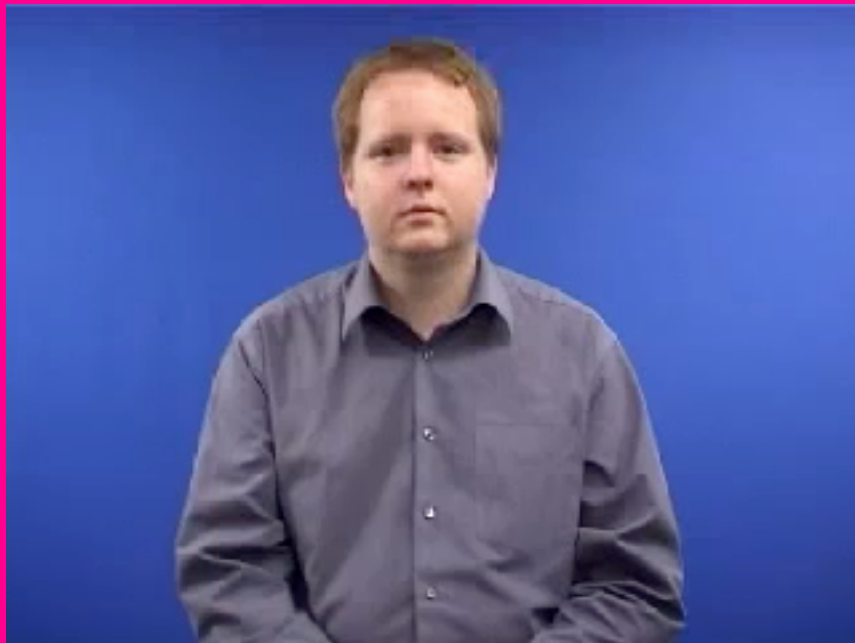


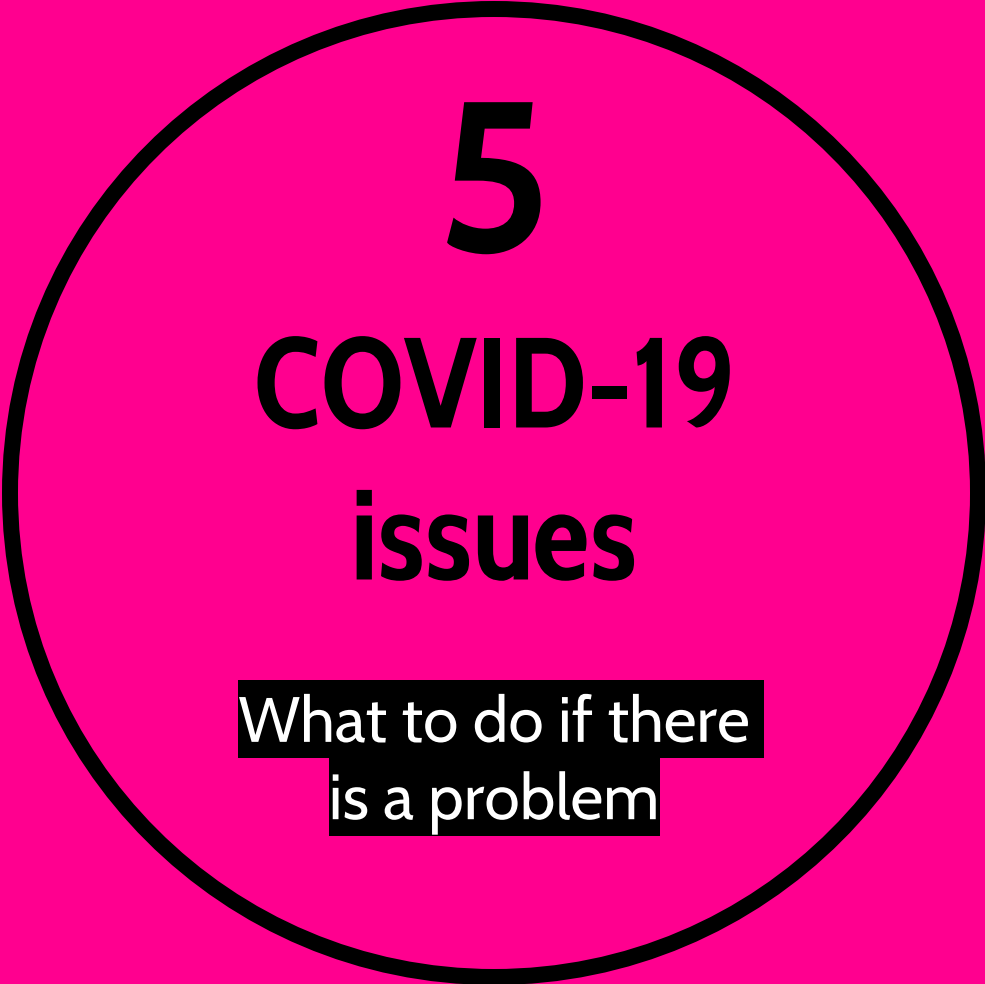
EXEMPTIONS & PROTECTED PEOPLE

- ◉ Some people cannot wear a mask for a variety of reasons.
- ◉ One way systems may prevent physical barriers for some people (i.e if they use a wheelchair)
- ◉ Face coverings prevent people who rely on lip reading understanding others.



**BSL:
'LIP READ'**





5

COVID-19
issues

**What to do if there
is a problem**



REMINDING THE PUBLIC

- ◉ Be friendly
- ◉ Remind them of social distancing and 'rule of 6' guidelines
- ◉ Offer hand sanitiser
- ◉ Advise them that they might want to wear a mask outside if social distancing is difficult
- ◉ Move away if you need to for your own safety
- ◉ Remember that some people are exempt from wearing masks



PHONE US!

If large groups are not dispersing, if a venue is not being COVID-safe, If anyone is being difficult.



IF SOMEONE HAS COVID SYMPTOMS

Isolate the
person/ keep
others safe

Advise them
to go home
arrange a test

Phone
us!



PUBLIC COMPLAINTS OR CONCERNS

- ◉ **Listen & take it seriously**
- ◉ **Advocate for them if it is safe to do so**
- ◉ **We have a public number for COVID-19 concerns**
- ◉ **You can call us directly of their behalf**

Plymouth Art Weekender listed venues are responsible for their own COVID-19 safety, however we will intervene if necessary.

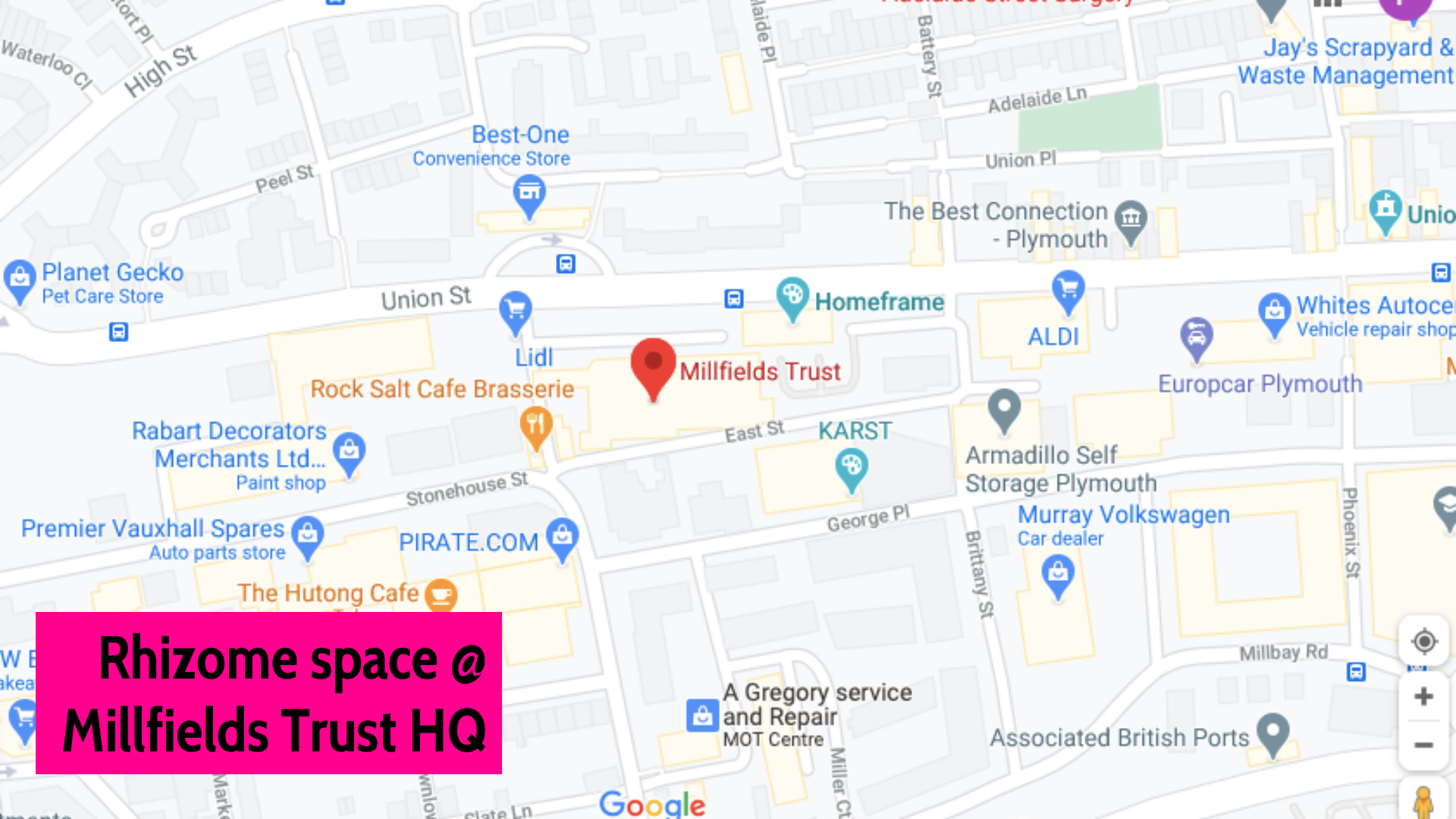


6

Your Shift

What to expect on
the day

**Rhizome space @
Millfields Trust HQ**





**Rhizome space @
Millfields Trust HQ**

Google

Image capture: Jul 2019 © 2020

**QUESTIONS
/WORRIES?**



**Don't forget you can email me anytime:
volunteers@plymouthartweekender.com**