

Client Health & Safety update (Covid-19)

Clients and agencies have joint and individual responsibilities for the health and safety of agency workers, must comply with health and safety legislation and have obligations under recruitment legislation. This is particularly relevant in light of COVID-19 in relation to the measures that organisations must now put in place to protect staff and visitors.

In practice, the day-to-day responsibility for health and safety during the assignment will lie with the end user. It will be in the best position to manage the health and safety of the temporary worker as it will direct the worker's activities and control the premises where that work takes place. The end user must ensure the safety of its temporary workers, as it does that of its own employees.

Principal Resourcing will take the below steps prior to assignment:

- Obtain information from clients about any risks to health or safety known to the client and what steps the client has taken to prevent or control such risks.
- Share this information with the agency worker when they are offered the assignment.
- Make suitable enquires of their clients to ensure that it will not be detrimental for the agency worker (or the client) for the agency to be supplied to do the particular work.
- what experience, training and qualifications are necessary for the job.
- Ensure the client is aware of their responsibilities in providing any necessary inductions, information and informing the agency worker how to raise any health & safety concerns.
- Share with agency workers any risk assessment information relating to them visiting Principal Resourcing offices.
- Provide Covid-19 health and safety guidance to agency workers in relation to understanding and recognizing symptoms, self-isolation, social distancing, hygiene and test and trace.

We will co-operate thoroughly and communicate effectively with the client to protect the health and safety of the agency worker . Continuing to do so throughout the period of the assignment, including with the workers themselves, will help ensure that responsibilities are clear.

This will mean working together with the client and agency worker to ensure we:

- provide the temporary worker with information on any risks of the work before the work starts, including the control measures in place and any health surveillance required;
- make workers aware of and check they have the necessary occupational qualifications or skills required to do the job safely before they start work;
- deliver adequate and sufficient information, instruction and training to enable temporary workers to work safely.
- provide protective equipment, at no cost to the temporary worker, agreeing arrangements for supplying and maintaining it;
- ensure temporary workers know how to raise any health and safety concerns in the workplace

Frequently asked questions

What information is given to supply staff?

All Principal Resourcing supply staff are given health & safety guidance prior to assignment. This includes information on symptoms and what to do should they experience any, are living with someone who experiences symptoms and self isolation. There is information on good hygiene, clinically vulnerable, test and trace and many links to guidance including government guidance for education settings.

What instructions are given to agency workers regarding good hygiene?

As part of the health & safety guidance given to agency workers guidance on effective hand washing for 20 seconds or more, hand sanitation and respiratory hygiene following the catch it, bin it, kill it, policy is given.

What information is given regarding social distancing?

Agency staff are required to ensure that during assignments they follow current guidance on social distancing and take direction from the school they are working in.

What is an agency worker advised to do if they develop symptoms in the middle of an assignment?

Principal Resourcing advise workers to contact the line manager of supply contact immediately so they can be sent home and to follow government 'stay at home' guidance. They are given information on track and trace and timelines for self-isolation.

What advice is given to Clinically Extremely vulnerable supply staff?

Clinically extremely vulnerable individuals are advised not to work outside the home. It is advised that people, including education staff, who are clinically extremely vulnerable (those with serious underlying health conditions which put them at very high risk of severe illness from coronavirus (COVID-19) and have been advised by their clinician or through a letter) to rigorously follow shielding measures in order to keep themselves safe. Staff in this position are advised not to attend work.

What advice is given to Clinically vulnerable staff?

If supply staff are clinically vulnerable (but not clinically extremely vulnerable) and wish to be considered for work, they must inform Principal Resourcing so there can be communication with the client and the worker to assess and discuss whether the specific role involves an acceptable level of risk. It is advised that they only attend an education or childcare setting if stringent social distancing can be adhered to. This is also the case if living with someone who is clinically vulnerable.

What advice is given to pregnant women?

Pregnant women are classed as clinically vulnerable and advice is for them to stay at home wherever possible. Full risk assessments will be carried out prior to any offers of assignment. All pregnant supply staff are advised to seek further guidance from their unions and given links to NHS and guidance relating to covid 19 during pregnancy.

What are Principal advising supply staff who come into contact with someone displaying symptoms?

Information on self isolating and testing is given as part of their brief in line with current guidelines.

Do Principal plan to limit the number of assignments you give to your supply staff?

We are putting together supply bubbles for staff who use on an adhoc basis. Candidates will only work for that schools or trust or will have a 7 days break between clients.

Do Principal plan to only agree to assignments within year size bubbles (or smaller groups) of students?

We will be working closely with schools depending on their individual needs.

Do you plan to issue your supply staff with PPE? What will this include?

All staff are advised to follow stringent hygiene & current policy.