

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)



Introduction

To help limit the spread of the new Omicron Covid-19 variant the government has reintroduced the requirement for both customers and employees to wear face covering shops. This does not apply to hospitality services such as Cafes, Pubs, Restaurants and Clubs.

Due to the emergence of the Omicron variant we would strongly encourage you to ensure all staff are wearing face coverings or are protected by screens when dealing with members of the public, and consider asking customers to wear face coverings when in indoor crowded spaces (unless eating or drinking).

Businesses have a legal duty to manage risks to those affected by their business. The way to do this is to carry out a health and safety risk assessment, including the risk of COVID-19, and to take reasonable steps to mitigate the risks you identify. Many control measures that have been in place previously were there due to health and safety legislation rather than the specific coronavirus legislation. It remains very important to implement suitable control measures to prevent the spread of COVID-19 between employees and members of the public.

When undertaking your risk assessment you must have regard to the available guidance. Following the guidance is not compulsory, unless specifically stated, and you are free to take other action, so long as the same level of protection is achieved. But if you do follow the guidance you will normally be doing enough to comply with the law. Health and safety inspectors seek to secure compliance with the law and may refer to guidance. Failure to implement suitable control measures may lead to formal action being taken against the duty holder(s). See www.hse.gov.uk/coronavirus for more information on COVID-19 risk assessments.

It is also important to remember that your risk assessment and subsequent controls will be influenced by the prevalence of COVID-19 in the general population of Preston, the numbers of people in Preston who have received their vaccine and the demographics of your customers (Age, general health etc). When the prevalence of COVID-19 in the general population is considered high then businesses will be expected to implement stricter control measures. When the prevalence of COVID-19 is lower in the general population then fewer or less strict control measures maybe acceptable. **Currently the prevalence of COVID-19 in the population of Preston and Lancashire is very high and businesses will be expected to have more and stricter control measures.**

The guidance leaflet should be read alongside and supplements, the government Guidance for **Restaurants, pubs, bars, nightclubs and takeaway services**: <https://www.gov.uk/guidance/working-safely-during-covid-19/restaurants-pubs-bars-nightclubs-and-takeaway-services>

Other Guidance can be found on our website: www.preston.gov.uk/cv19workplaces and www.preston.gov.uk/cv19pubs

Key Information

- **Nightclubs and Dancefloors can reopen.** Controls must be put in place to reduce the risk of COVID-19 spread.
- **Social Distancing rules have been scrapped.** The 'Rule of 6' and the 2m or 1m plus mitigation rules are no longer in law. There is no longer a minimum requirement of table spacing's. There is no maximum capacity set for Weddings, Birthdays, Wakes etc. However responsible capacities need to be established and managed.

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)

- There is no legal requirement to wear face coverings.
- There are no curfews.
- Table service in premises that sell alcohol is no longer mandatory.
- Customers do not need to remain seated to consume food and drink.

At the Entrance

Queue Control. Whilst the spread of COVID-19 is greatly reduced when outside we would urge you to ensure that large queues remain adequately distanced and kept in an orderly manner. For busy premises, or on busy nights e.g. Friday or Saturday evenings, use barriers to help contain the queue and floor marking to help keep groups separate. You can still use masonry or spray paint on the pavements.



We would not expect to see uncontrolled queues like this.

Provide hand sanitizer for customers to use.

Encourage customers to use hand sanitizer when entering your premises



HANDS

Please sanitise your hands on entry

COVID SECURE PREMISES



Display information posters to keep customers and employees safe

Ask anyone with symptoms not to enter your premises.

Higher risk activities. For premises that have higher risk activities, such as dancing, you should implement further controls such as using the NHS covid pass.

- The NHS COVID Pass allows people to demonstrate that they are at a lower risk of Carrying COVID-19 and transmitting it to others, through vaccination, testing or natural immunity. It can help organisations reduce the risk of transmission and may reduce the need to implement tighter control measures in other parts of the business.
www.nhs.uk/conditions/coronavirus-covid-19/covid-pass/
- Ask customers to undertake a COVID-19 test prior to attending a ticketed evening/event.

**Restrictions around high risk activities are under constant government review and are subject to change.*

You should read the Events and Attractions guidance for GOV UK for more ideas for controlling high risk activities. <https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions>

Ensure you set a safe capacity. Whilst social distancing restrictions have been relaxed and your capacity can be increased, you should not take this as a green light to 'pack' your venue. When considering your capacity you will need to ensure that seats are adequately spaced and if you are allowing standing, that persons moving around the premises do not have to push through crowds of strangers to get to their destination. If necessary provide clear designated walkways.

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)

Collect Customer details, for those that sit-in. Hospitality venues are encouraged to display an official NHS QR code poster. Although you are no longer legally required to do so, this will support NHS Test and Trace to contact those who may have been exposed to COVID-19 so that they can book a test. *(No-one is asked to isolate just because they have checked into a venue where a COVID positive person has visited).* You can generate an NHS QR code poster online, to enable individuals to check in using the NHS COVID-19 app. You should also have a system in place to record contact details for those who do not have the app (Template register sheets can be downloaded from our website www.preston.gov.uk/cv19pubs).



Face Coverings

A face covering is something which safely covers your mouth and nose. Face coverings are no longer required by law. However, the government expects and recommends that people continue to wear face coverings in crowded, enclosed spaces.

Where worn correctly, this may reduce the risk of transmission to themselves and others. Be aware that workers may choose to wear a face covering in the workplace.



Consider encouraging, for example through signage, the use of face coverings by customers and workers, particularly in indoor areas where they may come into contact with people they do not normally meet. This is especially important in enclosed and crowded spaces.

When deciding whether you will ask workers or customers to wear a face covering, you would need to consider the reasonable adjustments needed for staff and clients with disabilities. You would also need to consider carefully how this fits with other obligations to workers and customers arising from the law on employment rights, health and safety and equality legislation.

If you are expecting high numbers in your premises and asking people to form orderly queueing whilst waiting at the bar for example, it would be prudent to ask customers to wear face coverings when moving around your premises.

At the Bar or Service Counter

- You need to protect your employees from Covid droplets emitted by people when they are talking, sneezing or coughing etc, especially if customers are not wearing face coverings.
- You must either install Screens on the counter by the till or provide employee with face visors *(this is very important for employees who cannot wear face coverings).*



- Enforcement action can be taken if barriers and screens are in place which do not adequately mitigate risks (they have to be tall and wide enough e.g. staff should not be within 2 meters of persons unless separated by a screen or face covering.)

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)

You will need to adequately control queuing customers at the bar. During quiet times or in very large premises this may not be an issue, but during busy times or smaller premises you may need to use extra control measures to ensure that customers do not congregate in an unsafe manner at the bar;

- Consider using floor markers or barriers to guide customers.
- Consider continuing using table service or ordering by phone APP.

A combination of the above will usually be adequate.

PREVENT THE SPREAD OF COVID 19

Use card or contactless
payments



Cash only when necessary

Limit the handling of cash as it can transfer the virus. Staff handling cash should wash or sanitise their hands regularly and before touching any food.

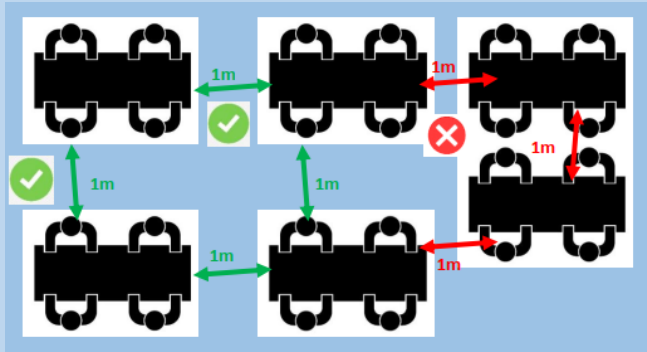
There are many affordable card payment systems on the market such as iZettle, SumUp and Square Reader.



Seating

You are no longer legally required to ensure that all tables are kept one meter apart, however you must try to prevent the spread of COVID-19 between your customers. Therefore keeping an adequate space between tables is strongly advised, with the 1m separation remaining good practice. You can still use screens and other barriers to keep different groups separate.

1m separation between tables remain good practice.



Examples of Physical Barriers;



Screens between tables



Long benches can be separated
By suitable screens



Screens on fixed booths

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)

Ventilation

Good ventilation brings fresh or cleaned air into indoor spaces. The more fresh air that is brought inside, the more diluted any airborne virus will become. In poorly ventilated spaces, residual virus can remain in the air after an infected person has left and increase the risk of COVID-19 spreading.

You should maximise the supply of fresh air in your premises. You can do this through:

- fully or partially opening windows, air vents and doors to improve natural ventilation
- if you use mechanical ventilation, ensuring that your systems are set to maximise fresh air and minimise air recirculation. Maximising the amount of fresh air your system draws in or ensuring additional fresh air will help avoid COVID-19 spreading
- You can also encourage the use of outside space where practical, in particular for higher risk activity such as exercise or when people are singing or raising their voices.



For further information on ventilation can be found on the HSE website:

www.hse.gov.uk/coronavirus

Enhanced Cleaning

- Frequently clean objects and surfaces that people touch regularly. This includes counters bars, doors, hand rails etc.
- Clean surfaces and objects between each customer use. For example, clean tables, card machines, chairs, trays and laminated menus in view of customers before customer use.
- Prop open doors so they don't need to be touched (unless they are Fire Doors).



Ensure that you are cleaning your surfaces correctly between customers;

- Pay attention to the contact time for the cleaner to be effective and kill the virus. Longer contact times may not be practical for regular and rapid cleaning requirements such as touch points, door handles, or situations where staff do not have time to leave the product on the surface for 5 minutes. Choose a product with a shorter contact time.
- Make sure you and your staff follow the instructions for the product chosen.
- If your chosen product needs to be diluted before use, make sure you use the correct dilution level.
- Supervise staff to make sure they don't cut corners.
- Remind staff regularly to clean down surfaces, touch points, etc properly, use the right product, and following the instructions.
- Ensure you chose a product that complies with BS EN 14476, this kills virus such as COVID-19.



More information on cleaning products can be found on our website:

www.preston.gov.uk/cv19pubs

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)

Table Service



- Waiting on staff should keep their distance from customers.
- You should consider making staff wear visors if they are talking in close proximity to customers.



- Condiments should be provided in single use sachets.
- Any condiment containers such as salt, vinegar & ketchup must be cleaned and sanitizer between customers with the table and chairs.



- Do not set or lay the table prior to guests arriving. Otherwise glasses, cutlery and napkins maybe contaminated with the Covid Virus.
- Lay the table immediately before your guests sit down, or
- Bring cutlery or condiments with the meal.

Toilets

- Ensure toilets are cleaned regularly with sanitiser, e.g. every 30 minutes. Clean the toilet seats, door handles, sinks, taps etc, anything that is frequently touched by customers. In very busy venues this should be more regularly, but at quiet times this may be done less frequently.
- Ensure that urinals or wash hand basins are taped off to ensure people cannot stand side by side.
- You may need to consider limiting the numbers of people in the toilets if they become crowded at busy times.
- Display handwashing notices.



Games Machines and Pool etc

- Games machines and pool tables (including cues) must be cleaned regularly with sanitiser, e.g. every 30 minutes.
- Ensure that there are hand sanitisers located close to games machines and pool tables.
- Ensure unsafe gatherings do not occur around games and machines and pool tables, for example ask observers to remain seated.
- It remains a good idea collect a deposit for pool cues, so when players have finished their game you can clean the cues and table before the next set of players.

POOL RULES

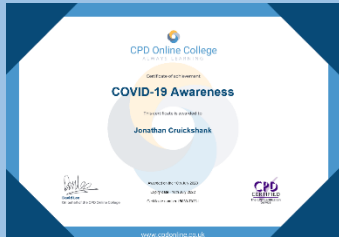


Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)

Training

All staff must be trained in the new procedures. It is a good idea to show the written risk assessment for your premises and talk through the risks and control measures.

Reasonably priced CoVid Awareness Training is offered by CPD On-line College:
<https://cpdonline.co.uk/course/covid-19-awareness/>



Free CoVid Training is also offered by CPL Learning on planning delivery & takeaway
<https://www.cpllearning.com/online-courses/planning-delivery-takeaway/>



Community Testing



HELP PROTECT THIS BUSINESS, GET TESTED REGULARLY.

Please collect your free lateral flow self-test kit from your local pharmacy*.

Pharmacies which stock test kits include:

- Sharief Health Care, 48-50 Lancaster Road
- Superdrug, St George's Shopping Centre
- Boots, Fishergate, 440 Blackpool Road & Deepdale Retail Park
- Kadi Pharmacy, 108/110 Meadow Street
- C&S Pharmacy, 47 Curwens Road
- Lloyds Pharmacy, 12 Deepdale Road
- Godfrey St Health Centre & Surgery, Deepdale
- Avenham Pharmacy, 27 Avenham Lane
- Marrismans, Marrismans Way
- ASDA, Fishergate

*Subject to availability. Facilities may be available to collect at other locations.

Or visit <https://maps.test-and-trace.nhs.uk> to find a pharmacy near you!

If you are feeling unwell (high temperature, a new continuous cough or loss of taste or smell) or you are worried you may have a condition that is communicable or are at risk of death, please get tested immediately by calling NHS 119 or testing in the government's test sites (www.gov.uk/guidance/coronavirus-test) and select the option 'the council have asked you to get a test'.

According to Government as many as 1 in 3 individuals with coronavirus may not display any symptoms. With many businesses now open this can create workplace outbreaks and put people at risk. Identifying persons who are positive for Covid 19 protects communities and businesses from further restrictions.

Home test kits can be ordered on-line www.gov.uk/order-coronavirus-rapid-lateral-flow-tests

Or free test kits can be collected from most pharmacies.

Please display our posters in your premises to encourage members of the public to get tested too!

Vaccination



Every Covid 19 vaccine helps protect you and your family

You're much less likely to develop severe symptoms or be hospitalised with Covid 19 if you've had both doses of the vaccine.

All adults in England are now eligible for their Covid-19 vaccination – and it is easier than ever to either book an appointment, go online, call 119 or drop-in to the daily walk-in vaccination clinic (no appointment needed) at St. John's shopping centre (8am-8pm). For more information go to www.preston.gov.uk/getyourjab

Both vaccinations are essential for maximum protection, so what are you waiting for?

Book your appointment today.

Preston City Council

Encourage all staff to take up the offer of a vaccine when they are contacted, or ask them to visit the web link to book on-line. By having the vaccine staff are protecting themselves, their work colleagues, their jobs, their community and their loved ones.

www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/book-coronavirus-vaccination/

Anyone over 18 can now get the vaccination. A walk-in centre is now available in the St Johns Shopping Centre open 8am-8pm Monday to Sunday.

Please display our vaccination poster to encourage staff and customers to take up the offer of a vaccine.

Quick guide to Covid-19 Control's for Restaurants, Pubs, Bars, Nightclubs & Café's etc. (November 2021)



Communication

Ensure that your customers know and understand the rules and procedures for attending your Premises;

- Update your on-line profile; company website/facebook/Instagram pages etc.
- If they make an on-line order send them a copy of your expectations via e-mail.
- Ensure you speak to customers as they enter and let them know your expectations, point out the key notices and marking for them to follow.
- Use posters, notices and tape etc to inform and guide customers;

Example posters can be downloaded and used free of charge from our website:

www.preston.gov.uk/cv19pubs