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What is social distancing?

Social distancing measures are steps you can take to reduce the social interaction between people. This will help reduce the spread of Covid-19.

They are:

- Avoid contact with someone who is displaying symptoms of Covid-19 - these symptoms include high temperature and/or new and continuous cough
- Avoid non-essential use of public transport - when possible, alter your travel times to avoid rush hour
- Work from home, if the service you provide allows for this. You will have agreed this with your manager
- Avoid large gatherings – many of these are being cancelled in any event
- Avoid gatherings in smaller public spaces such as pubs, cinemas, restaurants, theatres, bars and clubs
- Avoid gatherings with friends and family - keep in touch using remote technology such as phone, internet, and social media
- Use telephone or online services to contact your GP or other essential services

Everyone should follow these measures as far as they can.

We appreciate that people are continuing to come to work and this is vital if you are providing priority services or supporting these areas. Even in a work situation there are measures we can take to limit our contact with each other. Some things you should consider in your workplace:

- Cancel unnecessary face to face meetings – make contact by phone, Skype or Teams. IT advice will be coming about the use of Skype and Teams.
- If you have contact with members of the public, can this be done by phone?
- If you are working with vulnerable people who rely on our contact, make sure you follow the guidance provided by your managers which will focus around hygiene.
- If you work in an office and there is space, consider moving desks to keep space between you and your colleagues.

And please remember to keep going with good hygiene routines:

- washing your hands more often - with soap and water for at least 20 seconds or use a hand sanitiser when you get into work, after you have used the toilet, when you blow your nose, sneeze or cough, eat or handle food
- avoid touching your eyes, nose, and mouth with unwashed hands
- cover your cough or sneeze with a tissue, then throw the tissue in a bin and wash your hands
- clean and disinfect frequently touched objects and surfaces in the home
- if you are sharing food, make sure it is individually wrapped. Don't leave opened, unwrapped food for sharing
- avoid using shared cups, glasses and plates in a communal kitchen area – use your own and keep them thoroughly clean



Corporate communications from



Personnel Services



Thank you for your continued patience, help and understanding.

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