



# Health & Safety Policy

## Appendix 6: Coronavirus (COVID-19)

This appendix to the Health & Safety Policy of Ingleborough Archaeology Group (IAG) outlines the additional health and safety arrangements for the transition period between the January 2021 lockdown and the eventual resumption of normal working.

Until the national COVID-19 vaccine programme is more advanced and there is a better knowledge of the possibility of vaccinated people becoming infected and subsequent possible onward transmission from them to others, there will continue to be uncertainty.

The health, safety and welfare of IAG Members is of paramount importance, especially given the age demographic of the Group. IAG will resume its physical activities only when legislation, regulation, official guidance and common-sense permits. Even then, it will act very cautiously until the pandemic is over.

**Social Distancing.** All IAG activities will be organised in such a way that all participants are able to maintain between them at least the minimum distance advised by government.

**Face Coverings.** All participants in IAG fieldwork, excavations, walks and meetings, should carry a face-mask and be prepared to wear it in appropriate circumstances such as in a meeting room, on a narrow and confined footpath, when working with others in a trench, or when advised to do so by the Activity Leader.

**Sharing.** For travel to all IAG activities, there must be no car-sharing except by those who live, or 'bubble', together. There should be no sharing of

food or drink. Refreshments will not be provided at meetings.

**Personal Rubbish.** Members should bag up all their own items of rubbish and waste, including papers, and take them home for disposal.

**Registers.** For the duration of the pandemic, a register will be kept of all those attending IAG meetings and activities to facilitate 'track & trace' should that become necessary.

**Transitional Fieldwork and Excavation Work.** Projects must be capable of being executed by small teams.

Sites selected for work will be remote from centres of population. Wherever possible, vehicles carrying IAG workers and equipment will be parked away from populated areas.

Equipment should be kept to a minimum and must not be shared between workers. To enable this to happen, a member should either use their own tools or a pack of clean and sanitised tools made up by IAG for their exclusive use for the duration of their work on site. The member should return the tools, cleaned and sanitised, when circumstances permit.

Larger pieces of equipment, such as the total station, will be operated by the same person for the duration of the project.

To allow 'no tool sharing' to be achieved; for a short project, the same team should be used for the whole project. For longer projects, more than one team, each signing-up for either a day, or a short block of days, should be considered. This would allow more members to be involved in the project, but safely. If necessary, IAG will purchase additional tools.

**Summer Walks.** A tentative programme of summer walks has been planned. Walks will comply with the foregoing requirements.

**Meetings.** Ingleborough Community Centre is a multi-use building. Meetings will not recommence until there has been mass vaccination, it is permitted by government, the meeting venue permits a meeting large enough to allow all our members to attend, and the IAG Committee considers it safe to meet.

**When Activities Resume.** When it does become possible to resume IAG activities, you should not attend any meeting or activity if:

- you have any symptoms of coronavirus,
- you have tested positive for coronavirus and are, or should be, self-isolating,
- someone you live with has symptoms or has tested positive and is, or should be, self-isolating,
- someone in your support bubble has symptoms and you have been in close contact with them since their symptoms started or 48 hours before they started,

- someone in your support bubble tested positive and you have been in close contact with them since they had the test or in the 48 hours before their test,
- you have been told, or you know, that you have been in contact with someone who has tested positive, and you have been told, or know, that you should be in self-isolation.

If you have been identified as clinically extremely vulnerable and advised to shield in a letter from NHS or by your GP, you are advised to stay away from all IAG meetings or activities until you are advised that you no longer need to shield.

**Review.** These additional measures will be kept under continuous review and this document amended as circumstances change.