

BARNSLEY COMMUNITY RESPONDERS



FACE COVERING RESPONDER



YOUR ROLE AS FACE COVERING RESPONDER

This document is intended to give you all the information you need about the role of Face Covering Responder and provide guidance and information to enable you to volunteer safely and effectively.

Where can this be done: In your local area

Time commitment: To be agreed

Reason: Barnsley residents are being encouraged to help to control coronavirus by reducing the rate of infection. We want to help adults across Barnsley to get face coverings. We have people in the community making these face coverings and these then need to be then distributed to people who need them, as well as being able to provide them with materials if needed.

Requirements:

- You may need a full driving license and use of your own vehicle, as well appropriate insurance, if you are unable to reach pick up and drop off points by foot.
- Friendly and empathetic.
- You should not have any signs of Covid-19.

Training:

No further training is required as long as you have completed your initial Community Responder Training.



HOW YOUR ROLE WILL WORK

- Your Volunteer Coordinator will let you know there is someone in the local area who has face coverings ready to be picked up or is in need of supplies being dropped off. They will provide you with the contacts name, address and phone number.
- You will then contact that person to arrange the best time to collect/or drop off the supplies.
- If you are tasked with dropping off supplies, your Volunteer Coordinator will advise you where to pick these up from.

When picking up or dropping off supplies please use the following guidance -

- Wash your hands before leaving home.
- Ensure you wear your lanyard and ID badge.
- Knock on the person's door.
- Leave any supplies at the door and step back to a safe distance, at least three large steps away.
- Do not enter their home.
- Ensure the supplies have been collected before leaving. If there is no answer, take the supplies back and contact your volunteer coordinator.
- If collecting face coverings, the person will have been advised to put them in a bag for you. Once you have knocked, take three large steps back, wait for the person to leave the bag at the front door and only collect it once they have gone back inside.
- Your Volunteer Coordinator will tell you where the face coverings need to be distributed.

If you are delivering them to individual homes -

- Wash your hands before undertaking the task.
- Ensure you wear your lanyard and ID badge.
- Maintain social distancing guidance.
- Deliver them during the daytime.
- Use a small bag to place the coverings in, if possible.
- Knock on the person's door.
- Leave the bag at the door and step back to a safe distance at least three large steps away.
- Do not enter their home.
- If the recipient does not answer, you could post the covering through the letterbox, but do not put your hand through to avoid any possible dog bites.
- You might want to leave a note with the covering.



HOW YOUR ROLE WILL WORK

- Ensure you wash your hands when you return home.

Remind the person that it is important to use face coverings properly (See 'Wearing a Face Covering' guidance)

- You may further be tasked with dropping off coverings to a whole street and these people may not be expecting you.
- Not everyone is obliged to take a covering.
- These are provided by the community, for the community and are free of charge. **Do not take any donations for these yourself.**
- **No one is obliged to make a donation.** However, if anyone would like to make a donation, then please direct them to the Just Giving page for the project, where any contribution will be donated to the Barnsley Hospital Charity - justgiving.com/fundraising/claire-dawson27. They can also find the link in their Face Covering Guidance.

Other considerations

- Make sure someone knows your whereabouts at all times and maintain regular telephone contact with your Volunteer Coordinator before and after the task. They will need to speak to you to record where you have dropped coverings to.
- This is also to ensure you are safe and everything went well.
- Keep people's information confidential and don't share any information with family, friends or on social media.
- Do not offer advice unless you are trained to do so.
- Be aware of the routes available to leave, in case you need to leave in a hurry.
- Before you visit a property please ask the individual to safely lock away any pets.



WEARING A FACE COVERING

As a Face Covering Responder you will be provided with the following guidance sheet, to provide with every face covering. This will be arranged with your Volunteer Coordinator.

Residents can view and download the guidance information themselves at barnsleycvs.org.uk/volunteering/volunteering-news

In England, you must by law wear a face covering on public transport and in shops and supermarkets as of 24 July 2020. Measures can be taken if people do not comply with this law. You will also be required to wear them if you are attending or visiting hospital. You are also strongly encouraged to wear a face covering in other enclosed public spaces where social distancing may be difficult and where you come into contact with people you do not normally meet.

The use of face coverings in the community should be considered only as a complementary measure and not as a replacement for other preventive measures, such as social distancing, strict hand hygiene and avoiding touching the face, nose, eyes and mouth.

The face coverings provided are not suitable for children or those who may find it difficult to manage them correctly.

- They should wash the face covering before using it. It can go in with other laundry, using their normal detergent. They need to wash it at a minimum of 60 degrees and for 30 minutes.
- They should wash their hands or use hand sanitiser before putting it on and after taking it off and after use.
- To ensure as good a seal as possible they should ensure their hair is away from their face and that any facial hair is kept to a minimum.
- Place the covering on the face.
- Pass the elastic around the ears or head as appropriate.
- Pull down the bottom of the covering so it is under the chin.
- Pull up the top of the covering so it covers the nose.
- If necessary, take care to tuck away any loose ends.
- The face covering should fully cover the mouth and nose while allowing them to breathe comfortably.
- Once adjusted, they should avoid touching the covering and if they do, wash or sanitise their hands.
- If the face covering becomes wet or dirty it should be removed and washed.
- The covering may be used several times within a single **four** hour period assuming it is removed according to the instructions and stored appropriately.
- No face covering should be used for more than **four** hours over a single day.



WEARING A FACE COVERING

- To remove the face covering they should wash or sanitise your hands and remove the covering by holding the elastic, avoiding touching the front of the face covering or the part of the face covering that has been in contact with their mouth and nose.
- They should avoid touching their eyes, nose, or mouth at all times and store used face coverings in a plastic bag until they have an opportunity to wash them.
- Once removed, make sure they clean any surfaces the face covering has touched and finally wash or sanitise their hands again.
- The face covering should be washed between each use, at 60 degrees and then dried.
- Following each wash they must ensure the covering remains in good condition.

This guidance has been adapted from - [gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering](https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering). **Please ensure they check regularly for updates.**

The best efforts have been taken to ensure everything we have published is correct as of 21 July 2020.



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