

Coronavirus (COVID-19) George-Stone Gardens Guidance

The following guidance has been written specifically for the George-Stone Gardens customers, teams and suppliers. This guidance is intended to protect you, your family, our colleagues and suppliers from Coronavirus, with a particular focus on minimising the spread of the virus.

Coronavirus will have a potentially devastating effect on businesses of all sizes and on the UK economy as a whole. We are closely following Government guidance on how to operate during this time which currently states “With the exception of [some non-essential shops and public venues](#), we are not asking any other businesses to close – indeed it is important for business to carry on” – 1st April 2020

We are fortunate that being an outdoor-based service it makes it possible to carry out our normal activities with zero contact.

At George-Stone, our key strategy is to ensure we can continue to provide the services our customers need by following Government advice. If you see or hear of anything that constitutes a risk that can be better mitigated even in the smallest way please, let me know immediately. Any information provided will be treated with the strictest of confidence; ian@gsgardens.co.uk.

We also strongly advise taking the necessary steps in your personal life to minimise the chances of you contracting Coronavirus.

Key Responsibilities are:

1. To ensure as far as possible that we all stay safe and healthy.
2. To minimise our contribution towards spreading the virus.
3. To adopt a safe and sensible approach in our interaction.

We have analysed every aspect of points of contact and have requested for everyone's safety that our suppliers, staff and our customers follow the social distancing, hand washing and cleaning guidelines, in line with current Government Advice.

With this in mind, please communicate via phone and email, or if in the garden maintain a distance of at least two metres when having a conversation with our colleagues. However welcome it might be, please do not offer tea, coffee or biscuits. (Sigh!)

Our teams are aware of the procedure for self-monitoring and reporting and are clear on how we will support them during times where self-isolation is required, including the steps to follow when returning to work.

We kindly ask you to notify us if your household is in isolation or is at risk so that we can reschedule your project or service when your isolation is over.

External interaction

The directive is zero physical contact. This requires maintaining a distance of at least 2 metres from any other person to comply with Government Guidelines.

For George-Stone, this includes zero physical interaction with the following individuals:

- Customers
- Colleagues
- Delivery Drivers
- Office Staff
- Supplier Staff
- Garage Staff

Contact points guidance for colleagues

- Always use gloves when outside your vehicle, for example when unloading tools and opening doors or accessing garages or gates.
- Use antibacterial wipes to wipe down your door handles, dashboard, steering wheel and gear stick on a regular basis.
- As required, door entry handles and any entry points at sites to be wiped down at the start and end of each visit.
- Wash or sanitise your hands at every practical and sensible opportunity to maintain the best hygiene.
- Allocate tools for each person and only use your own set of tools.
- Avoid all handshakes or physical contact with anyone.
- Wherever possible, remain outdoors.

Many thanks for your support in this difficult time, which is much appreciated.

Ian Stone and Kirsty Stone - Directors George-Stone Gardens