


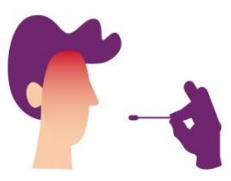

# CLEANING PROTOCOL TO IMPLEMENT- For Covid19 Risk

How long it lives on surfaces

Surface Type	Present	No Longer present
Air		2-3 hours
Paper & Tissue	30 mins	3 hours
Copper	4 hours	8 hours
Wood, Cloth & Cardboard	1 day	2 days
Glass	2 days	4 days
Stainless Steel & Plastic	4 days	7 days

# TEST & PROTECT: A STEP-BY-STEP GUIDE

Following these steps is vital to tackle coronavirus in Scotland

<p><b>1</b></p>  <p><b>RECOGNISE SYMPTOMS</b></p> <p>A new persistent cough, fever, or loss or change in sense of taste or smell means you should immediately begin household isolation.</p>	<p><b>2</b></p>  <p><b>REQUEST A TEST RIGHT AWAY</b></p> <p>It is important to get a test as soon as possible. Visit <a href="https://www.nhs.uk/inform-scotland/test-and-protect">NHSinform.scot/test-and-protect</a> or call <b>0800 028 2816</b> if you cannot get online.</p>	<p><b>3</b></p>  <p><b>ISOLATE</b></p> <p>Isolate for 7 days from symptom start date, longer if fever continues and 48 hours after fever ends. Others you live with should isolate for 14 days.</p>
<p><b>4</b></p>  <p><b>GET TESTED</b></p> <p>When isolating, you should only leave home to get tested. There are various ways of having this done.</p>	<p><b>5</b></p>  <p><b>GET RESULTS</b></p> <p>They should be with you within 48 hours.</p>	<p><b>6</b></p>  <p><b>PROVIDE DETAILS</b></p> <p>If you have coronavirus, NHS contact tracers will contact you to confidentially ask who you have had contact with recently. If you don't have the virus, you and your household can stop isolating.</p>
<p><b>7</b></p>  <p><b>NHS INFORMS CONTACTS</b></p> <p>If you have coronavirus, the NHS will contact the people you have had close contact with. Your name will not be shared unless you give permission. All data will be held safely and securely.</p>	<p><b>8</b></p>  <p><b>CLOSE CONTACTS ISOLATE</b></p> <p>They will be asked to isolate for 14 days from the last time they had contact with you.</p>	<p><b>9</b></p>  <p><b>HOUSEHOLD OF CLOSE CONTACT</b></p> <p>If the close contact has no symptoms, others in their household don't need to isolate. If the close contact develops symptoms, they should follow this guide starting from step 1.</p>

If you do not have community or family support and need essential help, call the National Assistance Helpline on **0800 111 4000** (Mon–Fri 9am–5pm) or via textphone on **0800 111 4114**. The helpline is for those who cannot leave their home or get the help they need elsewhere.

For current health advice and more information about the Test & Protect service visit [NHSinform.scot/test-and-protect](https://www.nhs.uk/inform-scotland/test-and-protect)



**TEST & PROTECT**

# ASCRIB & SHIANT COTTAGE APARTMENTS

## GUEST SELF DECLARATION OF HEALTH – PRE ARRIVAL

**Must be completed and received prior to arrival, failure to do so may mean entry is not permitted**

Our guests travel to us from from all over the world where the Covid status can vary significantly. While Covid measures may now feel unnecessary for some guests, they remain relevant for others. We ask for your co-operation in continuing to protect our future guests, staff and local community by completing this form. Skye has a fragile infrastructure and many vulnerable residents. We ask that you complete this form in honesty.

The person who places the booking must complete this form on behalf of their group and **return it, between 24-48 hours prior to arrival**, to [enquiries@staywithusonskye.co.uk](mailto:enquiries@staywithusonskye.co.uk).

Name	Phone	Email

		Yes	No
1	Everyone in my group has downloaded the ScotGov Protect Scot App at <a href="https://protect.scot/">https://protect.scot/</a>		
2	Does anyone in your party currently have symptoms of, or have you been diagnosed with, pneumonia or coronavirus disease (COVID-19)?		
3	Has anyone in your party been contacted by the NHS or Test & Trace to advise them to self-isolate?		
4	In the past 24 hours, have you or anyone in your party, had any of the following symptoms? Fever or Raised Temperature (at or above 37.8°C) New or Persistent Cough Change or Loss of Taste or Smell Breathlessness		
6	Has anyone in your party travelled from an area that is currently in lockdown/or has been in lockdown in the last 14 days (international, national or regional)?		

### IF YOU DEVELOP SYMPTONS OR BECOME ILL DURING YOUR VISIT.

You **must advise us immediately** by email and/or phone if the circumstances in ANY of numbers 2,3,4 above, changes during your stay. In line with ScotGov guidance, if any of your party becomes ill during your stay you must do the following;

1. Contact Test and Trace as described in the attached document, and follow their instructions.
2. If you are able to travel home in your own vehicle, you must ALL do so immediately, and isolate at home.
3. If the member of you party who is ill is too unfit to travel but not hospitalised, everyone in your party must isolate at our property, until they are advised to return home. You will be charged the standard weekly rate per week, as advertised, for that stay. If you require support in obtaining food or medication we will be able to assist. We will charge a mileage off 30p/mile for those journey's. Supplies will be delivered non-contact.
4. You must keep us up to date with all developments as they happen.

In making this declaration you agree to these terms and accept fully all charges that may be incurred by becoming ill during your visit.

I sign this form on behalf of all members of my party and accept in full these terms in addition to the standard terms and conditions applying at the time of booking.

Name:

Signed:

Date:

TIME BETWEEN BOOKINGS	OCCUPANCY STATUS	CLEANING PROTOCOL
<b>72 hrs +</b>	Self Declaration Arrival – Green Self Declaration Departure – Green	<b>Green</b>
<b>72 hrs +</b>	Self Declaration Arrival – Green Self Declaration Departure – Amber (contacted by test & trace but no symptoms)	<b>RED</b>
<b>72 hrs – 1 week+</b>	Self Declaration Arrival – Green Self Declaration Departure – Red (Isolating with symptoms or tested positive on site)	<b>RED</b>
<b>8hrs – 72hrs</b>	Self Declaration Arrival – Green Self Declaration Departure – Green	<b>RED</b>
<b>8hrs – 72hrs</b>	Self Declaration Arrival – Green Self Declaration Departure – Amber (contacted by test & trace but no symptoms)	<b>RED</b>
<b>8hrs</b>	Self Declaration Arrival – Green Self Declaration Departure – Red (Isolating with symptoms or tested positive on site)	<b>CANCEL</b> <b>RED + DELAY 48hrs</b>

## SIMPLE & SAFE

With a view to ensuring staff and customer safety, we have opted to treat every changeover with a guest gap of less than 72hrs as a circumstance of potential infection and to clean to that standard. This simplifies the system and avoids confusion about using the correct cleaning protocols. We anticipate implementing this cleaning policy through the Spring, Summer and Autumn 2021 season. We will review this policy regularly in line with ScotGov recommendations.

	Green Risk	Amber Risk	Red Risk
Bathrooms	Clean with normal cleaning products	Clean & Disinfect	Clean & Disinfect
Kitchens	Clean with normal cleaning products	Clean & Disinfect. Run all glassware, mugs, cups and cutlery through dishwasher	As Amber, and also double bag any waste and keep for 72 hours after guests departure before disposing.
Linen & Bedding	Change as normal and wash as normal	Ask guests to strip beds, and bag up linen and towels. Wash all at 60 degrees Change mattress & Pillow protectors unless you know over 48 hours gap	In addition to measures in Amber stage. If known infection then swap out duvets and pillows with spares.
Bedrooms	Clean with normal cleaning products	Clean & Disinfect	Clean & Disinfect
Living Room	Clean with normal cleaning products	Clean & Disinfect Disinfect high touch points on soft furnishings unless >48 hrs to next guests.	Clean & Disinfect. Disinfect soft furnishings.
High touch points	Clean & Disinfect	Clean & Disinfect	Clean & Disinfect
Protective Clothing to be worn	Standard	Washable Apron/tabard and gloves	Disposable gloves and apron. Masks for bedding and vacuuming