

ALL EMPLOYEE COMMUNICATION FROM THE MANAGING DIRECTOR - COVID-19, NO 48, 28 MAY 2021

I hope this latest briefing finds you and your family well. I wanted to write to you all to ensure you are aware of the option to access Lateral Flow Tests for use at home, and to remind you of the importance of following all the measures we have in place to protect you and your families.

I know that as we begin to move downwards through the coronavirus protection levels and more and more people receive their vaccination, it can be tempting to think that things are back to normal, but as we have seen with the situation in Moray and Glasgow, this is not the case. To quote the First Minister, we need to 'stick with it Scotland' and continue to follow all the control measures to protect ourselves, our colleagues, our families and the wider public.

Universal Lateral Flow Testing Offer

Approximately 1 in 3 people with COVID-19 do not show symptoms and so can spread the virus to others without realising. Regular testing using lateral flow devices (LFDs) can help identify positive cases in people with no symptoms but who are still infectious.

The First Minister announced on 20 April that from 26 April, LFDs would be available for individuals, without symptoms, to use at home. These testing kits are available for local collection from test sites or by postal delivery. The recommendation for the general population is for everyone to test themselves twice a week.

Order online for home delivery

You can order lateral flow tests [here](#) for home delivery. Your order will contain one pack with seven LFD tests inside, and it will be delivered to your home in one to two days. You can only order one pack per household each day.

If you are ordering for another household in addition to your own household, you should:

- complete a separate order
- use their personal details including name, address, date of birth and email address

If you cannot place an order online, you can order by calling 119.

Collect a rapid LFD test kit from your nearest COVID-19 test site

You can find your nearest COVID-19 test site where LFD tests can be collected [here](#). Up to two packs of seven LFD tests can be collected per household. If you are collecting for multiple people, up to four packs of seven LFD tests can be collected. You can collect your packs of LFD tests from a COVID-19 test site between 3.30pm to 8pm. You do need to book an appointment.

More information on lateral flow testing is available here:

[Coronavirus \(COVID-19\): getting tested in Scotland - gov.scot](#)

This offer does not replace the school and early learning and childcare testing programme, or other existing testing programmes. Those who are already eligible to access testing through the school and early learning and childcare programme should continue to do so. This is a vital part of the national protection against the pandemic, and by taking advantage of COVID testing in school settings, you are protecting yourself and others.

A negative LFD test result is not a guarantee that you do not have COVID-19. You must continue to follow the FACTS guidance and Tayside Contracts' risk assessments and control measures in order to keep yourself and others safe.

If you Have Symptoms - Self-isolate and Book a Test

If you do start to experience any COVID-19 symptoms which are a high temperature, a new continuous cough or a change of smell or taste, please remember the importance of self-isolating immediately, even if you have had a negative Lateral Flow Test. A new continuous cough means coughing for longer than an hour, or three or more coughing episodes in 24 hours. If you experience any of these symptoms, you should not attend work and should book a COVID-19 test immediately by visiting:

<https://www.nhsinform.scot/self-help-guides/self-help-guide-access-to-testing-for-coronavirus>

Employees who need to self-isolate will receive full contractual pay during their self-isolation period and will not be penalised for this. I understand that you may feel that you are letting down your manager or colleagues by not attending work, especially if you only have mild symptoms, but it is very important that you do not put your colleagues, service users or members of the public at risk by travelling to and attending work when you may have the virus. The virus is extremely transmissible and therefore please apply caution by self-isolating and booking a test immediately.

Control Measures/FACTS

As I said at the beginning of this briefing, I can understand the temptation to think that things are getting back to normal but the control measures we have in place are just as important now as they always been, if not more so, given the development of a more infectious and faster spreading strain of COVID-19.

The control measures must be followed by all employees at all times, even if you have had your first and/or second vaccine.

Tayside Contracts has risk assessments in place to ensure that no employee is put at additional risk of contracting COVID-19. The risk assessments are kept up to date and reviewed every 3 months at a minimum. These are all available on our website here:

[Risk Assessment Information Covid-19 \(tayside-contracts.co.uk\)](https://www.tayside-contracts.co.uk/risk-assessment-information-covid-19)

As we move down through the coronavirus protection levels and requirements for physical distancing in private homes and some public areas are changing we must remember that the advice for workplaces has not changed and it remains vital to follow FACTS, wear a face covering, avoid crowded

places, clean your hands and hard surfaces, maintain a two-metre distance wherever possible and self-isolate and book a test if you have any symptoms.

Support for the Mass Vaccination Clinic – Caird Hall

Firstly, I would like to thank those of you who came forward to volunteer to help at the mass vaccination clinics located at the Caird Hall in Dundee. Dundee City Council have also expressed their thanks to everyone who has volunteered and been able to cover some shifts.

Mass vaccination of the population as a whole continues to be a priority for the Scottish Government and is seen as the key to driving infection rates down – particularly as the more infectious and faster spreading strain (known as the April-02 variant) has developed. The vaccination programme is being accelerated as fast as vaccine supplies allow, which means that the need for support at the vaccination clinics continues.

Secondly, I would like to encourage anyone who can to support the work of the centre and to undertake any shifts you can. If you were unable to help before, but now think you might be able to cover some shifts please following the link below to register your interest and allow Tayside Contracts to pass your contact details (name, email address and phone number) onto Dundee City Council to enable them to send you further information about how to download the app to pick shifts that suit you:

[CLICK HERE TO SUBMIT YOUR DETAILS](#)

The vaccination clinic opening hours vary according to vaccine supply, but these are usually between 8am and 8pm. It may be possible for your line manager to release you from your normal duties to allow you to work at the centre, or shifts may be available outside your normal working times and at the weekend.

Once again, thank you to those of you who are helping Dundee City Council to resource the Mass Vaccination Centre. This vital work is much appreciated by both Tayside Contracts, Dundee City Council and our NHS colleagues.

Summary

I hope that you have found this briefing helpful, I appreciate that once again it is a lot of information to take in but I do believe that it is important to share this information with you. Should you have any questions about any of the topics covered in this briefing please speak to your line manager.

Please continue to refer to Tayside Contracts' website www.tayside-contracts.co.uk on a regular basis.

If you have not already done so and wish to provide your email address to us in order to benefit from electronic access to communications such as these, please forward your email address to Communications@tayside-contracts.co.uk We will not forward your email address onto any third parties or use it for any other purpose other than to communicate with you.

Thank you so much for all you are doing to protect and support yourself, your families and your communities during these difficult times.

Keith McNamara, Managing Director, 28 May 2021

