



# WORK SAFE

# SAFE WORK

Working together to ensure work  
is carried out safely in your home



DEVELOPED BY



**TRUSTMARK**  
Government Endorsed Quality

SUPPORTED BY



Construction  
Leadership  
Council

The coronavirus pandemic has been devastating in the UK. But now we can finally look beyond lockdown and start to get the country working again.

To help make it happen, the government and industry have written new guidelines for tradespeople that promote safe working in and around people's homes.

But staying safe is a joint responsibility, and we all have a duty to protect each other.

By working together, we can keep everyone safe.

# WORK SAFE SAFE WORK

This three-part guide will help you know what to do before, while and after you have tradespeople working for you.

Follow each step to promote safe working in and around your home.

Be sure to ask your tradesperson if there's anything you're unsure about.



# 1 BEFORE WORK BEGINS



You must be certain that neither you or anyone living in your home has symptoms of COVID-19. The NHS website can help you with this.



If anyone in your home is isolating as a precaution, then work can only start when they have completed 14 days in isolation and are symptom free.



Make sure you talk with your tradesperson before they visit your home.



Cut down on face-to-face contact by using phones or tablet devices with cameras to have conversations with tradespeople online.



Ask what personal protection equipment (PPE) the tradesperson will use, such as gloves and masks if necessary.



If you are clinically vulnerable, tell your tradesperson so they can take extra care.



As always, remember to agree the scope of work and price in writing before going ahead.

## DON'T BE AFRAID TO ASK...

- How social distancing will be maintained while the work is being done
- How they will ensure you are both protected
- How they plan to deliver the work in your home
- If the tradesperson and their team are sure they are free from COVID-19 and have avoided contact with anyone who might have it



# 2 WHILE THE WORK IS BEING DONE



Disinfect doors and handles daily before and after your tradesperson comes into your home.



Work together to protect each other by remembering to follow social distancing guidelines at all times.



If you have to get close, stay side-to-side rather than facing each other.



The tradesperson's hard work always deserves a cuppa, but make sure you're careful to only touch the handle when making it, and when the drink is finished, wash up the mug straight away with hot, soapy water.



If you feel you are or could be infected while the work is being done, tell your tradesperson, and stop all works. Then follow the government's procedures on self-isolation until it is safe for work to start again.

## DON'T BE AFRAID TO ASK...

- The tradesperson to stand further away if you feel they are breaking social distancing guidelines
- The tradesperson to disinfect all equipment before and after and for them to use their own hand sanitiser throughout each day
- The tradesperson to protect any areas in the house they might be working
- For work to stop if there is a potential risk of being infected by continuing

# 3 AFTER THE WORK IS DONE



Disinfect all areas where the tradesperson has worked, especially around doors and handles.



Keep payment and paperwork electronic or contactless.



Contact the tradesperson to warn them if you or anyone else in your home shows symptoms of COVID-19 within a week of the work being finished.

## DON'T BE AFRAID TO ASK...

- The tradesperson to ensure all the areas are clear, clean and safe
- For the bank details of the tradesperson so you can pay them using online banking if possible



# SUMMARY

## BEFORE

- Be sure your tradesperson, you, and anyone living with you are free from COVID-19 symptoms
- Ask what PPE and disinfectant methods will be used by your tradesperson

## WHILE

- Disinfect door handles at the beginning and end of every day tradespeople are working at your home
- Keep to social distancing guidelines at all times

## AFTER

- Pay electronically using online banking if possible
- Let your tradesperson know if you or anyone else in your home develops symptoms of COVID-19 within 14 days of the work being completed

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## NOTES

Use this space to write the most important things you need to remember to do.

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## ABOUT TRUSTMARK AND THE CLC

TrustMark is the Government Endorsed Quality Scheme that covers work you have carried out in or around your home.

The Construction Leadership Council drives transformation with the aim of improving the construction industry in the UK.

Together with industry, we've developed this guide to help get the country working again.



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