The Health and Safety Service conducted over 75 Social Distancing spot checks from December 2020 to February 2021, across GGC. Good practice was observed with the main opportunities for improvement identified below.

Managers are asked to reflect upon the findings and embed any areas for improvement within their own area. Any changes should be reflected within the local Social Distancing risk assessment.

Learning points:

- Check signage is GGC approved corporate signage - [Signage catalogue](#) available.
- Signage at wards and departments should re-enforce the use of mask wearing and social distancing – check the entrances to your areas.
- Shared areas and equipment should have signage describing the cleaning procedure i.e. desks, common areas, printers, telephones, screens etc.
- Signage to indicate chair positions is now available and can assist staff in maintaining 2m social distancing. This is particularly useful in break areas, meeting rooms and patient waiting areas for example. Check that it is in place within your area.
- Ensure rooms have maximum occupancy signage displayed and that seat allocation does not exceed the maximum occupancy. This can help mitigate too many staff in one area.
- Monitor local areas to check that seats have not been moved. This will help maintain 2m social distancing.
- Sanitiser should be made available at strategic points i.e. along corridors, admin areas and beside lifts to encourage good hand hygiene.
- It is important that staff are aware of the requirement to wear face coverings/ masks (FRSM) when moving away from desk areas and within common areas (unless staff are exempt and an individual risk assessment has been undertaken).