

Guidance note for Private Hire and Hackney Carriage drivers

In light of the current Government advice in relation to Coronavirus please find some information which will help to keep both yourself and your passengers as safe as possible during this difficult time.

If you begin to show symptoms of Coronavirus:

- A new, persistent cough and / or
- A high temperature

Then you should finish any drop off you are undertaking if you have a passenger on board, then stop work with immediate effect and return home. If your vehicle is shared with other drivers, it will need cleaning fully as below before they commence work and accept another fare.

You will need to self-isolate for seven days, and if you live with others they will also need to self-isolate, potentially up to 14 days if they remain symptom free or longer if they show symptoms at the end of the 14 day period, please see below for more details.

Stay at Home guidance for households: current guidelines illustrated

Criteria and guidance applied as known on 17/03/2020:

* Incubation period = maximum 14 days

* Symptomatic individuals stay in self isolation for 7 days from becoming ill (having symptoms). Day 1 is first day of symptoms

* Household members who remain well stay in self isolation for 14 days due to maximum incubation period, calculated from day 1 of first symptomatic person

* Household members do not need to restart the clock if other members become symptomatic during the 14 days self-isolation

| Days Persons | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
|-----------------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|
| scenario 1 | A | X | | | | | | | | | | | | | | | | | | | |
| | B | | | | X | | | | | | | | | | | | | | | | |
| | C | | | | | | | | | | | | | | | | | | | | |
| | D | | | | | | | | | | | | | | | | | | | | |
| scenario 2 | A | X | | | | | | | | | | | | | | | | | | | |
| | B | | | | X | | | | | | | | | | | | | | | | |
| | C | | | | | | | | | | | | | | | | | | | | |
| | D | | | | | | | | | | | | | | | | | | | | |

Key: X = ill/having symptoms
 ✓ = allowed to go out again

Classification: NULBC UNCLASSIFIED

If you are a Private Hire Driver and a customer is obviously symptomatic at the point of pick up, then you should call your operator and inform them of the situation.

If you drive a Hackney Carriage and you are plying or standing for hire then you may refuse to take a fare where a customer is obviously symptomatic. If you are collecting a pre-booked fare then you may decide to refuse the fare unless it was booked through a private hire operator in which case you should discuss the matter with them.

If they are trying to get home then the choice to accept them would remain with yourself.

Keeping the windows fully open with a symptomatic driver or passenger will help to reduce the risk of spread to others within the vehicle.

If a customer is symptomatic in your vehicle, the vehicle will need to be cleaned before you can collect your next fare.

- Wash hands with soap and water for 20 seconds before donning disposable gloves or washing up gloves and apron (if apron available)
- Wipe all hard surfaces inside the vehicle cab down with warm, soapy water using disposable cloth, wipes or paper towel, also wipe down any surfaces such as door handles which may have been touched externally. Ensure all door handles, grab rails, steering wheel, gear sticks, hand brakes, seat belts etc. are thoroughly wiped.
- Follow with another wipe down, again using disposable cloth, wipes or towels using your normal disinfectant.
- Dispose of all used cloths, wipes and towels into a plastic bag
- All associated waste bags should be sealed and placed in another plastic bag which is also sealed, this needs to be kept in an isolated secure location. After 72 hours, this waste can then be emptied and treated as normal waste.
- Once this is complete, remove all gloves and aprons (if used) and again double bag and dispose of as above.
- Wash hands thoroughly again for at least 20 seconds with soap and water.

In line with Government advice there is no requirement for those who have been in the vehicle with the symptomatic person to self-isolate, nor is there any requirement to shut the workplace, which in this case would be the vehicle.

In addition to this, regular cleaning in-between fares of the points of contact such as door-handles, seatbelts and buckles together with any surfaces where droplets from sneezing may have landed with your normal cleaning products will help to reduce the risk of spreading the virus.

Keeping yourself virus free:

Remember these simple steps to reduce your risk of contracting Coronavirus:

- Wash hands regularly with soap and water for a minimum of 20 seconds, or with alcohol based hand gel where hand washing facilities are unavailable
- Don't touch you face, mouth or eyes with your hands
- If you sneeze or cough, do so into a tissue which should be disposed of into a plastic bag, double bagged and treated as the waste above
- Stay 2m away from anyone who is from outside your household
- Do not leave your house other than to undertake essential work, to obtain food or medical supplies, to exercise once a day or to provide essential care for vulnerable family and/ or friends who have no other option

 **Cleaning and disinfection guidance**

If you have a  or  **stay at home for 7 days**, if you live alone
stay at home for 14 days, if you live with others, including all household members

new and continuous cough or high temperature

Only use **NHS 111** if your symptoms get worse or are no better after home isolation

Stop the spread of coronavirus

  **Wash your hands more often and for 20 seconds**

Use soap and water or a hand sanitiser when you:

- Get home or into work
- Blow your nose, sneeze or cough
- Eat or handle food

  **Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze and throw the tissue away straight away**

 **Cleaning an area with regular household disinfectant** after someone with suspected coronavirus has left will reduce the risk of passing the infection on to other people

The amount of virus living on surfaces will reduce significantly after **72 hours**
If an area can be kept closed and secure, wait until this time has passed before cleaning

 Wherever possible, wear disposable or washing up gloves and aprons for cleaning. These should be double bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished

 Using a disposable cloth, first clean hard surfaces with warm soapy water
Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to **frequently touched areas and surfaces**, such as bathrooms, grab-rails in corridors and stairwells and door handles

If an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus, **consider using protection for the eyes, mouth and nose** as well as gloves and apron

Wash hands regularly with soap and water, **and after removing** gloves, aprons and other protection used whilst cleaning