

Greencore

COVID-19 testing strategy

Lateral flow testing is used to test people without symptoms of coronavirus (asymptomatic) who may be infectious but are unaware of it. Around 1 in 3 people with COVID-19 don't have symptoms.

To help keep our people safe and ensure our road to recovery from COVID, we support the Government initiative to test as many as possible. Lateral flow tests are practical and easy to interpret. In addition to testing all sites will continue to adhere to Government advice and control measures of maintaining social distancing, wearing of face coverings and regular hand washing.

Process for testing

Colleagues working from home

We would like to ask all colleagues who work from home to support the Government initiative and to obtain lateral flow test kits from the Government.

To order your home test kits go to <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

- Full instructions on how to undertake the test will be provided with the kits
- You should test twice a week and we recommend this to be every Sunday and Wednesday

Recording the results

All tests must be recorded on the Government website

<https://www.gov.uk/report-covid19-result>

What to do if your lateral flow test is positive

- If you have a positive result, please let your manager/HR know
- ISOLATE and obtain a confirmation PCR test
- If your PCR test is negative, then you can stop isolating and return to normal
- If your PCR test is positive you must continue to isolate (in line with Government guidelines) and notify your manager/local HR team that the confirmatory PCR test is a positive result

Process for lateral flow testing for home workers and DTS colleagues

- 01** | **Go on to the Government website and order home test kit**
<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>
- 02** | **Every Sunday and Wednesday perform a lateral flow test**
Get into a regular routine of the whole household carrying out twice weekly testing.
- 03** | **Perform a test**
Follow instructions provided in test kit to perform a throat and nose swab.
Dispose of used kit in bags provided.
- 04** | **Record result onto Government website**
<https://www.gov.uk/report-covid19-result>
If you have a positive result please let your manager/HR colleague know.
If you have a positive lateral flow test please isolate and obtain a confirmation PCR test.
If PCR test is negative then you can stop isolating because it overrules the lateral flow test result.
If PCR test is positive you must continue to isolate and notify your manager/local HR team that the confirmatory PCR test is positive result.

Colleagues working on a site with no lateral flow testing

All colleagues who work on a site that does not have lateral flow testing stations, should collect a home testing kit from the Health & Safety department on site and carry out twice weekly testing at home. Colleagues who work at one our of DtS depots should order their test kits from the Government website.

- Full instructions on how to undertake the test will be provided with the test kits
- You should test twice a week and we recommend this to be every Sunday and Wednesday

Recording the results

All tests must be recorded on the Government website

<https://www.gov.uk/report-covid19-result>

What to do if your lateral flow test is positive

- If you have a positive result, please let your manager/HR know
- ISOLATE and obtain a confirmation PCR test
- If your PCR test is negative, then you can stop isolating and return to normal
- If your PCR test is positive you must continue to isolate (in line with Government guidelines) and notify your manager/local HR team that the confirmatory PCR test is a positive result

Process for lateral flow testing for site colleagues where lateral flow testing is not available on site

- 01** | **Collect a home testing kit from your site**
Collect a free home testing kit, continue to collect a new kit once you have used all your test kits.
- 02** | **Every Sunday and Wednesday perform a lateral flow test**
Get into a regular routine of the whole household carrying out twice weekly testing
- 03** | **Perform a test**
Follow instructions provided in test kit to perform a throat and nose swab.
Dispose of used kit in bags provided.
- 04** | **Record result onto Government website**
<https://www.gov.uk/report-covid19-result>
If you have a positive result please let your manager/HR colleague know.
If you have a positive lateral flow test please isolate and obtain a confirmation PCR test.
If PCR test is negative then you can stop isolating because it overrules the lateral flow test result.
If PCR test is positive you must continue to isolate and notify your manager/local HR team that the confirmatory PCR test is positive result.



Colleagues working on a site with lateral flow testing

For all colleagues who work on a site that currently completes on site lateral flow testing, we would please ask that you continue to undertake regular testing at least once per week at site. We will continue to review which sites we conduct lateral flow testing at based on the latest Government and scientific advice.

Process for lateral flow testing for site colleagues where lateral flow testing is available

- 01** | Attend your site testing stations
- 02** | Carry out supervised testing
- 03** | Result obtained within 30 minutes
- 04** | Results received to your mobile phone and/or email address. If your lateral flow test is positive you must let your manager/local HR team know and then go home to isolate and obtain a confirmation PCR test
- 05** | Repeat at least once a week



Contractors and visitors attending our sites

All contractors and visitors to our sites will be asked to complete a lateral flow test on arrival, if evidence cannot be provided that a negative test has been received in the previous 3 days before the visit.

- Innova tests will be used to test visitors and contractors
- These can be obtained through the occupational health teams
- Occupational health teams can provide:
 - Advice, logistics, setup, and information about the equipment needed
 - Training to supervise the tests
 - Provide process for logging the results
 - Advise on the action taken if a positive result is observed
- Tests are voluntary
- We cannot discriminate against anyone who declines a test
- Negative test does NOT replace social distancing controls and face covering rules
- A text or email from the NHS confirming the result is the only accepted proof of test
- Contractors and visitors will be refused permission to enter the site if they do not conform with the testing regime in place. Similarly, if the correct proof of test result is not provided there will be on entry onto site

Making every day taste
better