



## COVID-19 Health and Safety Policy

### Master Photographers Association (MPA) COVID-19 Health and Safety Protocol

Newborn Art by SJ Baldock, as a qualified member of the Master Photographers Association (MPA), has signed up to the MPA COVID-19 Health and Safety Protocol. This means that it must abide by the practices set out in the protocol, which are in line with advice given by the HM Government, the devolved Parliaments of Wales, Scotland, Northern Ireland and the local Authority relating to the studio. The full protocol can be found at [www.thempa.com/covid-19-protocol](http://www.thempa.com/covid-19-protocol).

### Newborn Art by SJ Baldock COVID-19 Risk Assessment

As part of the MPA COVID-19 Protocol all studios must carry out a full risk assessment relating specifically to COVID-19.

#### Social distancing in the studio

- The 2m distances within the studio are clearly marked. Wherever possible these should be adhered to. This may mean that whilst the client is settling in, the photographer will be standing and speaking to the client from inside the viewing room doorway. The client will then move down to the photography area and the photographer will move into the studio.
- Where 2m distances cannot be observed (for example, during a newborn photography session), this will be discussed with the client before the session date.
- Suitable safety measures will be in place at all times, particularly if a 2m distance cannot be maintained. These will include the photographer wearing gloves, face shield and a mask.
- Gloves and masks will also be available at all times for clients to wear. It is advised that clients aged 11 and over wear masks while in the studio and not being photographed.
- Unfortunately, at present it is not possible to make bathroom facilities available to clients as these are in the main house. This will be discussed with clients at every conversation and made clear prior to the session date.

#### Studio hygiene

##### Before the session

- The studio will be prepared for the session by wiping all surfaces with anti-viral disinfectant.
- Any props required for the session will be wiped and put in the photography area, ready for use.
- Only the necessary items required for the session will be left in the studio. All other items will be removed from the studio to the viewing room, or covered if removal is not possible.
- When the client arrives, a 2m distance will always be maintained wherever possible.

##### During the session

- The photographer will wash their hands thoroughly at the start of the session and use hand sanitiser throughout the session as necessary.
- Clients will be asked to remove their shoes at the door (there will be a storage cupboard for shoes to be stored safely outside). Clients will also be asked to use hand sanitiser as soon as



they enter the studio. Hand sanitiser will be readily available. It is advised that clients use disposable masks while in the studio and not being photographed. These are available for clients to use along with disposable gloves if they wish to use them. Any other items such as phones, that are brought into the studio should also be wiped down with antibacterial wipes, which will be readily available.

- There will be an NHS Test and Trace QR code displayed in the studio. Clients are recommended to download the NHS COVID-19 app in advance of their session and scan the QR code when entering the studio.
- Unfortunately, during this time we will be unable to offer hot or cold drinks or cookies during your session. Clients will be advised to bring their own refreshments.
- Clients will be required to remain in the photography area whilst portraits are being taken. This may include mums and dads standing to one side. During this time, mums and dads will also be required to assist with posing and positioning of children for sitter sessions and for 1<sup>st</sup> Birthday cake smash and splash sessions, to avoid unnecessary contact by the photographer.
- The photographer will always wear a mask, face shield and gloves (nitrile gloves with white cotton gloves over the top). The gloves will be changed regularly, and particularly if dealing with soiled items.
- Soiled linen will be immediately placed in a plastic bucket with a lid.
- Where 2m distance cannot be maintained, e.g. during a newborn session, closer contact will be kept to a minimum and will always include the use of masks, face shield and gloves by the photographer.

#### After the session

- After each session all disposable soiled items will be disposed of appropriately. Disposable gloves will be worn whilst cleaning the studio and also disposed of immediately afterwards.
- The studio will be fully decontaminated. This will include washing all backdrops, wraps and other washable items that have been used, with non-biological detergent and an antibacterial/antiviral additive. Reusable face masks will also be washed with non-biological detergent and antibacterial/antiviral additive immediately after use. Where it is not possible to wash items, such as wool layers etc, these will be steamed, sprayed with anti-viral disinfectant and where possible left in the sun. They will also only be used once per 72 hours and then stored safely once treated.
- The studio, including all larger backdrops, hard prop surfaces, seats, tables etc, will be steam cleaned and then sprayed with anti-viral disinfectant.
- All door handles, walls, windows, window-sills, light switches, shelves, trolleys, change mat, wet wipe dispensers, side tables, posing stools, chairs, remote controls, clamps and backdrop stands will also be wiped with anti-viral disinfectant. All waste items will be bagged at the time of use and the bag sealed and disposed of immediately after the session has ended.