

**COVID-19 PLAN – HOME RESTAURANTS
SORRENTO**



WAITING AREA

THERE WILL BE NO STANDING INSIDE TO WAIT FOR TABLES:

All chairs and any other non-essential items in the waiting area will be removed as to not have more to clean hourly.

If there is a wait customers can come in and there will be a physical barrier where the guest will be greeted by a staff member and they will take name and or phone number and stand outside to wait till someone comes out or calls them
A staff member will help the guest to their table

TABLE SERVICE

Servers are not to stand within 6 feet to chat. They can be closer to take order, just can't linger

Plates and beverages are to be put at the end of the table and the guests can distribute themselves

Refilling coffee mugs are to be pushed toward the server by guest so server does not touch mug

All other drink refills will be delivered a new glass

When clearing a table you must use gloves and not reach over the guests

Tables will be distanced by 2 meters or glass partitions

Menu

A reduced menu will allow for less kitchen and service staff to be on shift at one time.

Single use paper menus will be used

Staff Distancing

Signage in the service area as a reminder of the distance needed between you and your co-workers

Distancing between employees

Breaks will be scheduled one at a time, so there is no overlap.

**Disinfecting 3 times a day – ALWAYS USE GLOVES
using Vitrox**

- All door knobs/handles
- Dispensers - soap – paper towel – sanitizer
- Taps
- Cutlery bins
- Pass window
- Booth seats/chairs
- POS screens to be cleaned with alcohol wipes when available.

Sanitizing Tables with D10 Concentrate

After every customer leaves – Clean with a warm soapy cloth then mist with D10 Sanitizer

- Tables
- Chairs/booth bottoms and backs
- All condiment containers used- they will no longer be left on tables –brought out at request.

Debit machine will have a plastic bag over it and will be changed after every guest

This way the customer can handle machine confidently and perform the tip function and be comfortable.

We will except cash

**JUST REMEMER TO ALWAYS WASH YOUR HANDS
AFTER HANDLING CASH**

RESTROOMS

We will close off every second toilet, urinal and sink as to keep distance between customers. There will be “how to” signs saying how to wash your hands properly.

There will also be Sanitizer Station outside of washrooms. Restaurant maximum occupancy will be two guests. Signage will be put on the door and urinals and sinks will be bagged so they cannot use.

Facet handles and flush knobs to be cleaned twice daily

Hands free soap and paper towel dispensers have been installed and the foot operated door pulls have been ordered

We have a cleaning schedule to track the hourly cleaning

KITCHEN OPERATIONS

Limit of cooks on the line will be 2 and no more than 1 at a prep station at a time.

This way there will be less staff in the kitchen and more spread out prep shifts

Minimum staffing at all times

Staff are not to stay and socialize before or after shift

No sharing of utensils

Following lunch and dinner service all common touch points will be disinfected using Oxivir Tb or alternate product if not available

- Door handles
- Cooler handles
- Deep fryer handle
- Faucets

Hand wash instructions will be posted at all stations

Frequent hand washing encouraged

DELIVERIES

- Sysco** restricted to a small portion of the kitchen interaction with only one staff member.
- Can bread** early morning when staff is limited
- Cintas** early morning when there is limited staff
- Pepsi** Leave product at back door
- Diversey** Leave product at back door for us to receive

TAKE OUT

There will be both curb side pick-up available as well a designated table assigned just for the take outs beside the socially distanced hostess stand.

We can take payment there or over the phone.

Guest are no permitted to wait for togo in the restaurant to avoid contact with staff and other guests.

ILLNESS

Safety captain will be the manager on at the time.

STAFF IS REQUIRED TO STAY HOME WHEN:

- Having symptoms of acute respiratory illness
- Vomiting
- Diarrhea
- Stomach cramps
- Nausea
- Fever

Employees who have any of the above are required to stay at home until they are free of any symptoms for at least 24 hours

AN EMPLOYEE TESTS POSITIVE FOR COVID-19:

CONTACT PUBLIC HEALTH AUTHORITIES IMMEDIATELY 250-833-4117

If an employee tests positive, public health will be involved, tracking contacts and issuing orders and directing us appropriately

ENSURE EMPLOYEE DOES NOT COME INTO WORK:

All employees that have come into contact with the infected employee should be contacted and advised to go into isolation and get medical advice.

Before Public Health intervenes, we must seal off any work areas where the employee worked. Sending home all employees that came into contact with this person. This may mean closing down the work place

AN EMPLOYEE CALLS IN SICK BUT WILL NOT DISCLOSE IF IT IS COVID-19 RELATED:

Employees **ARE** required to disclose if they have a diagnosis or symptoms of Covid-19. If they refuse to do so, then the regular standard of supplying a doctor's note needs to be given. If they do not provide this it should be treated as a culpable absence.

IF SOMEONE SHOWS/DEVELOPS SYMPTOMS WHILE AT WORK:

They will be quarantined until they are able to be picked up. Their station and anything they may have come in contact with will be disinfected. When sent home they will be advised to call 811 and isolate for 10 days unless 811 says longer.

Staff meals

Staff is not allowed to bring food containers from home ie coffee mugs, containers.

Staff is encouraged to sit and eat at a designated table no food is to be eaten in service or kitchen areas.