

Includes special
"Return to School" &
"Car Showroom" sections

RETURN TO WORK GUIDE

Helping your business return to work and
adhere to the Social Distancing guidelines

Coastline



design



print



graphics



signs

Version 3.1 - June 2020

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ORDER FORM

Use this form to help with placing an order. Fill it out, scan it in or take a photo and email to sales@coastlinegraphics.co.uk

Product	Quantity	Size	Notes

LIFE AFTER LOCKDOWN

Welcome to the **3rd edition** of our Return to Work Guide. Over the weeks we have been reacting to government advice and the ever-changing situation by adding various products and graphics to help businesses return to 'life after lockdown'.

This edition includes graphics focused on the **education sector** so if you are helping schools or colleges prepare for the return of their pupils, make sure you check out page 22 onwards!

All the graphics and products in this guide are shown to give you ideas about what you may need. On page 4 we have created an illustration portraying a typical retail business and how it may look whilst practicing social distancing.

There is a similar illustration on page 18 aimed at helping car showrooms and dealerships practice social distancing.

WHAT IS SOCIAL DISTANCING?

Lockdown will not last forever. When we return to work social distancing is likely to play a significant role for many months to come.

If it's not possible for work to be done from home, businesses must make sure that they are following social distancing rules in the workplace.

Social distancing measures are designed to reduce social interaction between people to help reduce the transmission of coronavirus (COVID-19).

This guide can help you make your workplace safe and compliant for both your staff and your customers. This is a small selection of what we can offer so if you can't find something you are looking for please get in touch.

Measures include:

- Maintaining 2 metre distance between people when in public spaces.
- Avoiding contact with someone who is displaying symptoms of coronavirus (COVID-19).
- Put reasonable measures in place to protect staff and the public.
- Make your business 'COVID SECURE' by completing a Covid Risk Assessment.

Many of our products can be printed or produced at any size or quantity and can be fully customised with your branding or logo promoting brand consistency.

HOW TO APPLY SOCIAL DISTANCING

This illustration shows suggestions of what you can do to ensure you are as 'COVID SECURE' as possible.

Generally speaking the idea is to keep customers 2m apart, where this isn't possible further measures should be taken to reduce the risk of spreading the virus.

Routes through your business should be planned for both staff and customers to minimise contact and risk of infection.

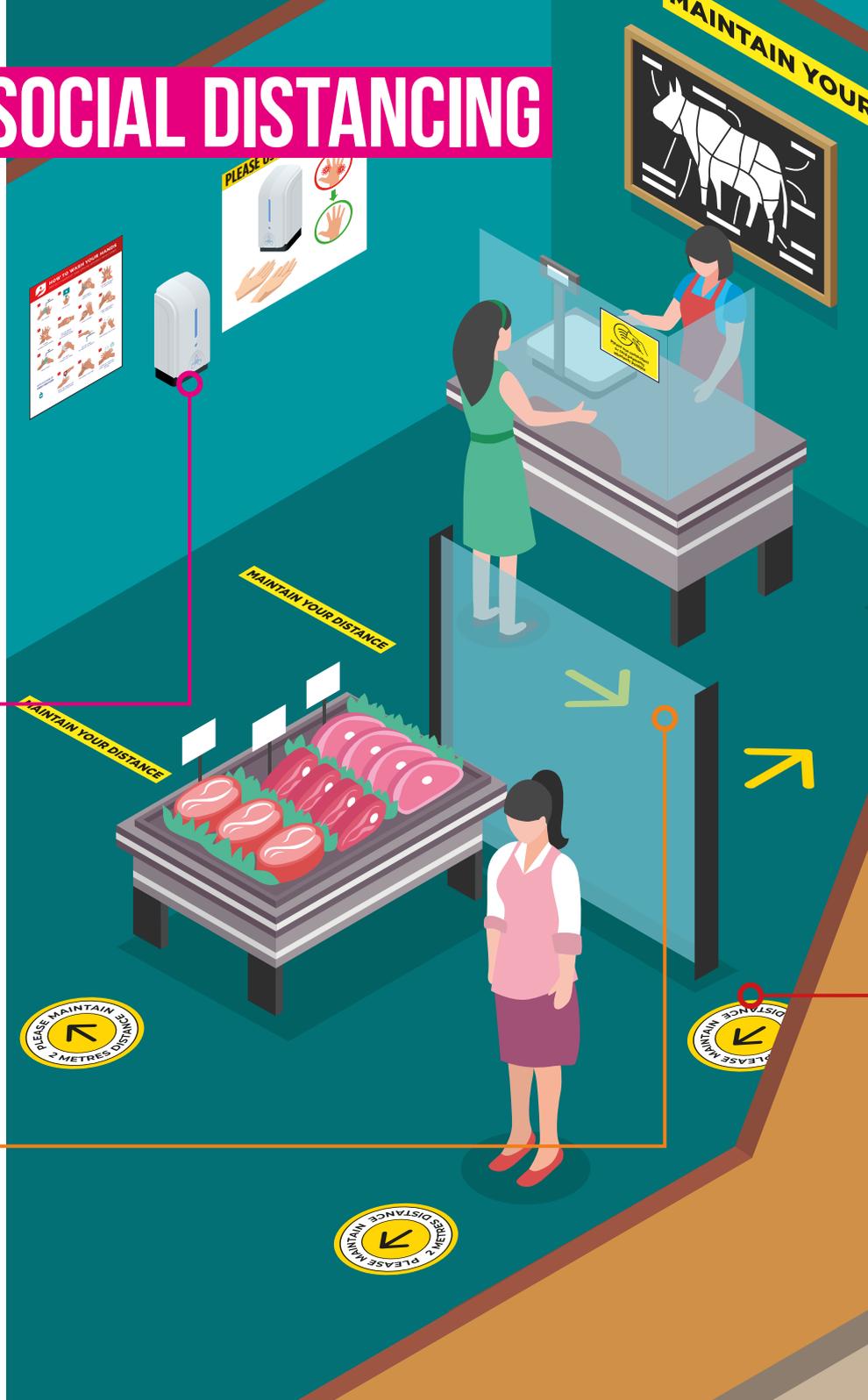
HAND SANITISERS

Hand sanitiser stations should be available for both staff and customers to reduce the risk of spreading the virus. We have 'Wall-Mounted', 'Desktop' and 'Free-standing' sanitiser stations available.

Businesses should also display posters or signage to indicate the use of the station as well as instructions for effective hand washing.

PROTECTIVE SCREENS

Protective screens are a great way of protecting your staff and customers. We have 'Counter-top' and 'Free-standing' versions available at various sizes.





POP UP BANNERS

Pop Up Banners are great for displaying important information. They are portable and at 2 metres high they are highly visible.

AWARENESS STICKERS

Awareness stickers can range from 'Contact-less Payment' stickers to 'Public Notices'. They can be produced at any size and shape and are perfect for getting your message across.

FLOOR GRAPHICS

With various types available suitable for internal or external use, carpets or hard floors, floor graphics are the perfect way of complying with social distancing guidelines.

SWING SIGNS & A-BOARDS

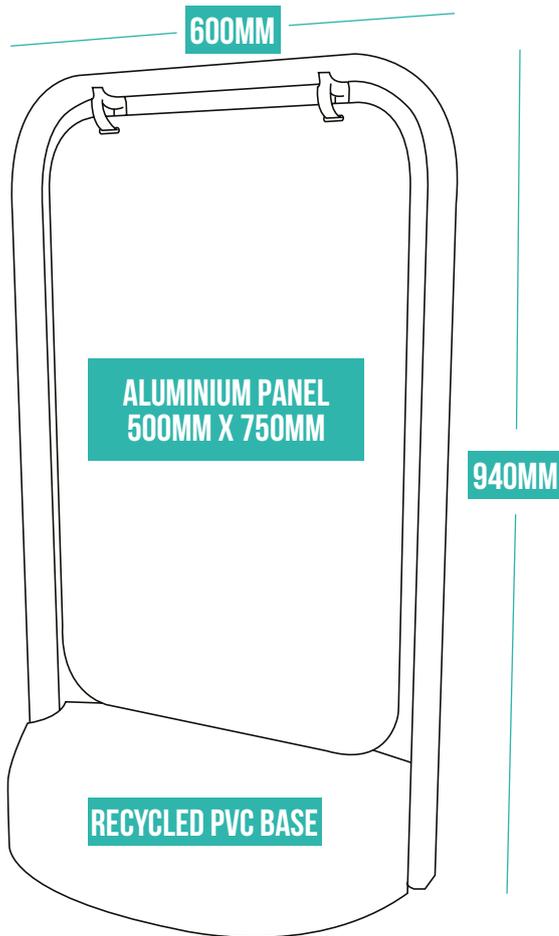
These are perfect for alerting the public to your businesses' social distancing protocol. Easy and mobile, they can be stored away at the end of the day.



SWING SIGNS

Our Swing Signs are free-standing and durable. They are designed with the purpose of being used indoors or outdoors to reinforce social distancing guidelines. The panel is free to swing slightly and the motion is intended to capture attention more effectively than a stationary sign. The double sided swinging panels can be custom printed to your bespoke requirements. The heavy base prevents the sign from being blown over by the wind.

As with all of our products this can be made bespoke with your company branding or message.



- 500mm x 750mm double sided display area.
- Steel tube frame (32mm diameter). Available in black or white.
- Solid black recycled PVC base provides excellent stability.
- No tools required for assembly.

FLOOR GRAPHICS

Floor graphics have proved an essential asset for communicating social distancing measures. The floor is often over-looked when it comes to the application of graphics but when it comes to highlighting distances and instructions it is the perfect place for your graphics.

We have a range of options when it comes to floor graphics. There are 1-part systems where the vinyl has the anti-slip properties built in meaning it doesn't require laminating. Then there are the 2-part systems with anti-slip laminates for those areas of higher footfall. Both have at least the R-10 certified anti-slip ratings.

We also offer a range of 'floor tapes' that are perfect for marking distances. Many items are available 'off the shelf' and all can be customised with your logo, brand and colours.



HAND WASHING GRAPHICS



One of the most effective ways of avoiding the spread of the virus is to frequently wash your hands. It is surprising how many people are either not washing their hands enough or not washing them effectively.

Our informational 'hand washing guides' are a great way of ensuring that hands are washed effectively either with soap and water or hand sanitiser.

These can be produced in the form of posters, signs or stickers and at any size or quantity you require. We can even add your own logo and colours to bring them in line with your branding.



POP-UP BANNERS



Pop-Up Banners, also known as Roller Banners or Retractable Stands, work very much like a roller blind, only in reverse. A flexible printed graphic is wound tightly in the base unit when the system is not in use.

Simply place the display on the floor, extend the pole, and pull the graphic out of the self-winding cartridge. Pull up displays are without question the easiest way of presenting a message quickly with maximum impact. They are ideal for internal use and the graphic can be designed bespoke for you.

- Fantastic value for money
- Seconds to assemble
- Great visibility
- Display area 800mm x 2000mm



AWARENESS STICKERS

With all of the new information that needs conveying in the current climate, stickers are by far the most versatile option. Whether its social distancing, health and safety or general information, stickers can be made at any size or quantity to fit the various location requirements.

With plenty of choice 'off the shelf' as well as our design team on hand for any bespoke needs we can ensure your message is clear in every situation.



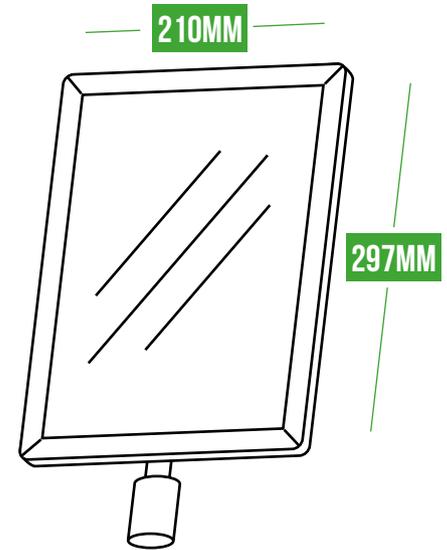
A Queue Barrier System is a series of poles, bases and retractable belts that can be used to show customers where to queue and to cordon off areas.

The barriers can be connected together to direct customers along a select route, helping you control overcrowding or keep people contained in a designated area.

The System is modular and the basic kit comes with two poles, each of which have a retractable barrier strap.

QUEUE BARRIER SYSTEMS

You can extend this kit by adding as many additional poles as you need - each pole also includes an integrated belt which clips to one of the other poles.



There's also an optional A4 poster frame add-on available, which is ideal for guiding customers into the queue or for communicating messages as they move along the line.

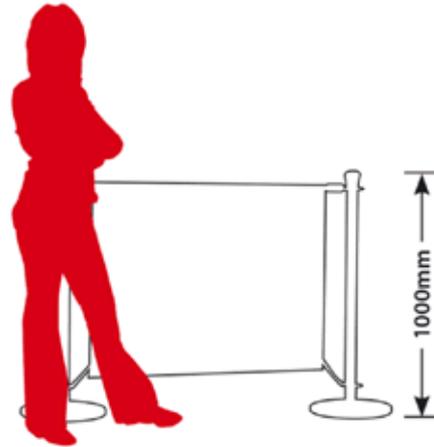


PRINTED BARRIER SYSTEMS

If you need to provide a queue system or need to separate your clients or customers then why not use the space to promote a message. This could be your branding, a social distancing message or maybe just something uplifting?

Our printed barrier systems are available in many configurations and the printed panels are interchangeable which adds longevity to your investment.

As the hospitality sectors think about returning, these would be a great way to socially distance customers without being too intrusive.

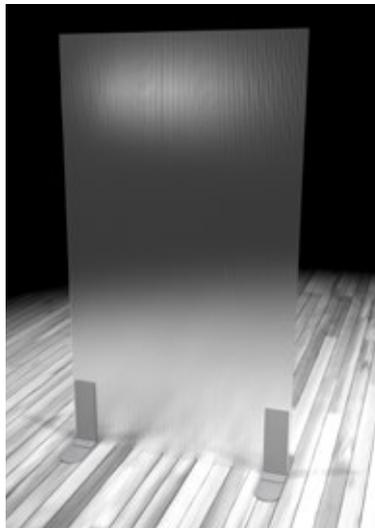
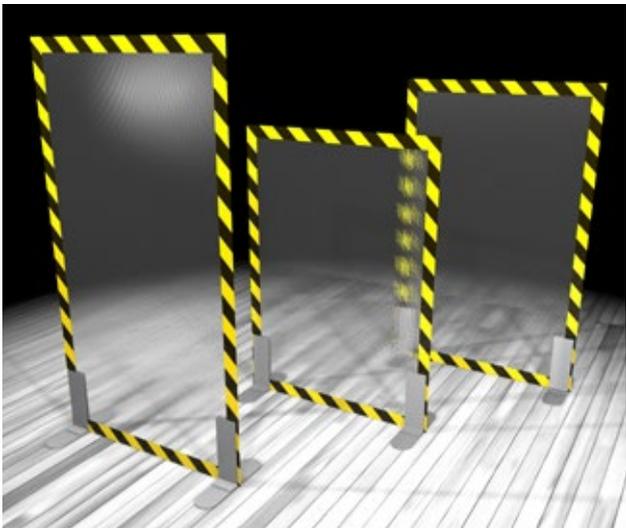
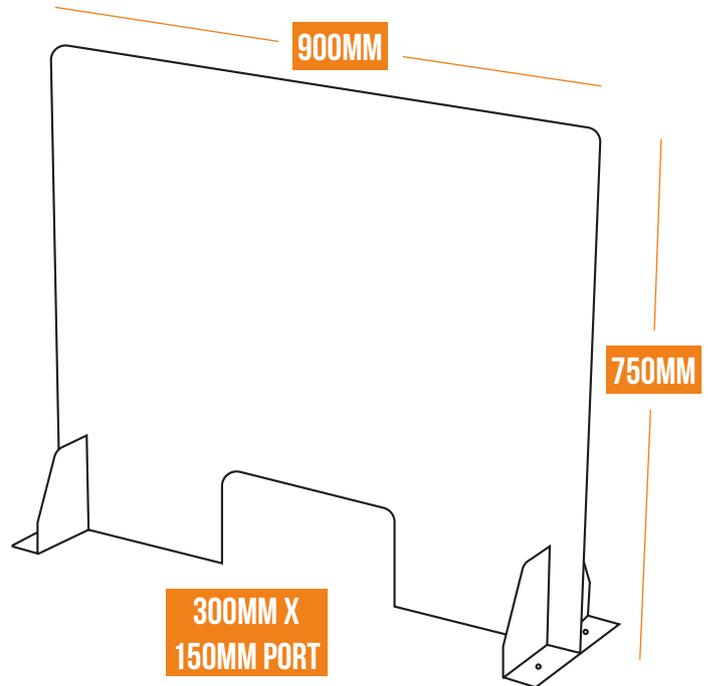


PROTECTIVE SCREENS

We have range of protective screens available in various sizes from 'Sneeze Guards' to full height industrial screens.

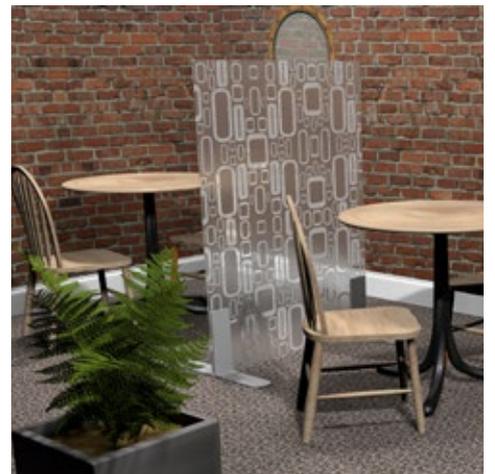
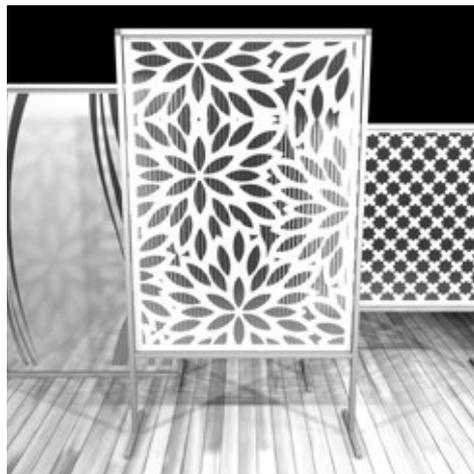
This sneeze guard is supplied as a self-assembly flat-pack kit and is made from crystal clear 3mm high-impact PETG with rounded and polished edges for extra safety.

Larger screens are perfect for factory an other industrial environments to help achieve social distancing measures whilst continuing to work.





- Keep staff and customers safe.
- Retail and Industrial versions available at various sizes.
- Enables continued work whilst complying to social distancing guidelines.
- Screens can look great too!



SANITISER STATIONS

We have range of Sanitiser Stations available to assist both your employees and your customers. These include 'Table Top' and 'Free-standing' systems.

We can even customise them with your logo, colours and individual message on the backing panel.



- Desk/Counter Top and Free-standing versions available.
- Fully bespoke variations available to suit your needs.
- Please note: These are being developed and improved as we learn more about which systems work most effectively so the final products may vary from the images here.

HAZARD TAPES

Areas of your workplace may need to be 'sectioned-off' or made 'out of bounds'. Hazard tapes and ribbons are perfect for this. The ribbons can be used to close entrances or door ways whilst the tapes can be used on desks or floors.

There are different variations available.



- Ribbons are perfect for ad hoc applications.
- Tapes suitable for floors are great to alert your staff and visitors to Social Distancing measures.
- Different variants are available and will depend on current availability.



SOCIAL DISTANCING IN CAR SHOWROOMS

Here are some ideas to help make your showroom safe for customers.

Social Distancing guidelines need to be adhered to but your graphics should also look as visually appealing as possible. You don't want to scare customers so why not add your brand colours and logos to your messages.

More products can be found on the next few pages.

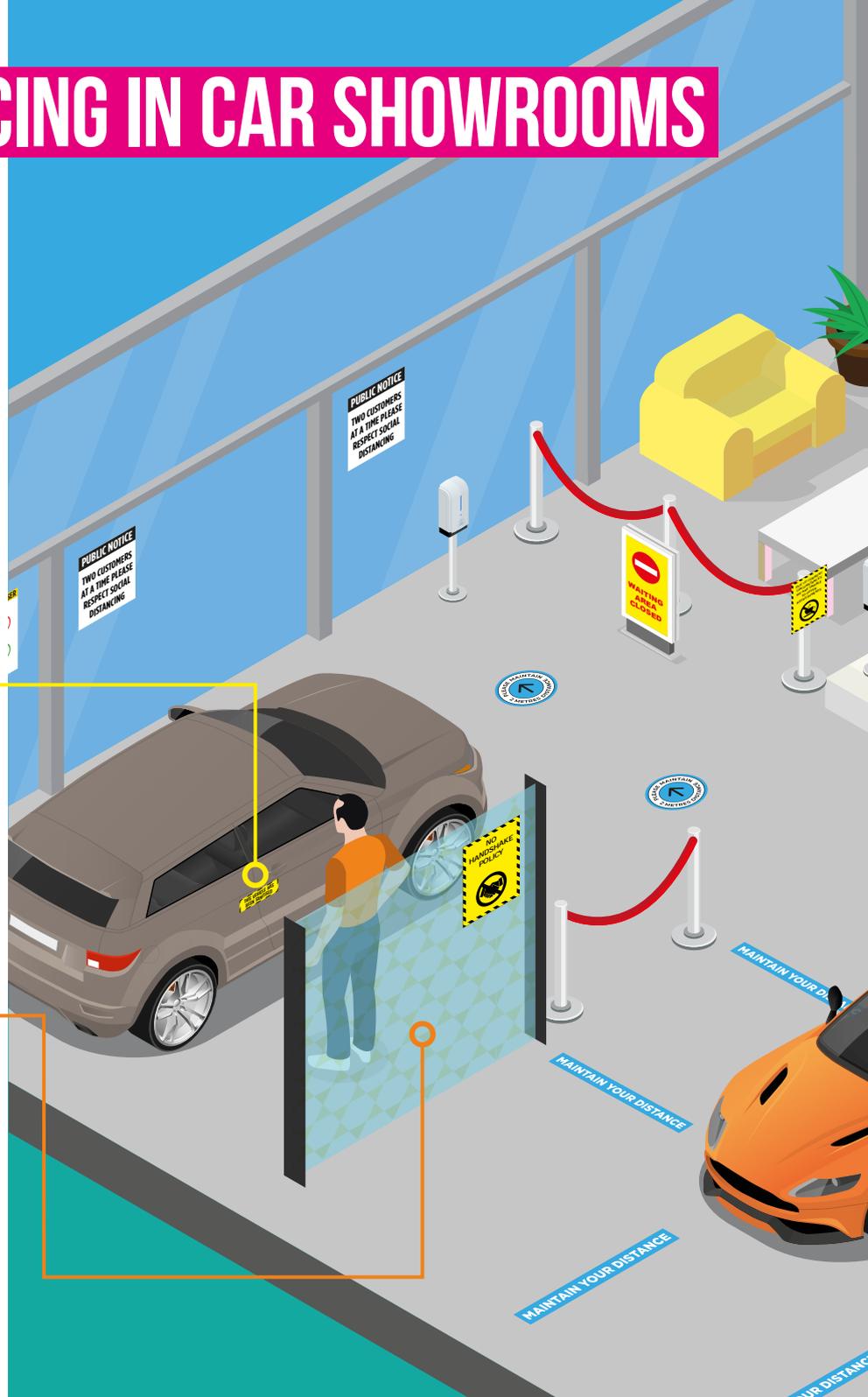
'SANITISED' STICKERS

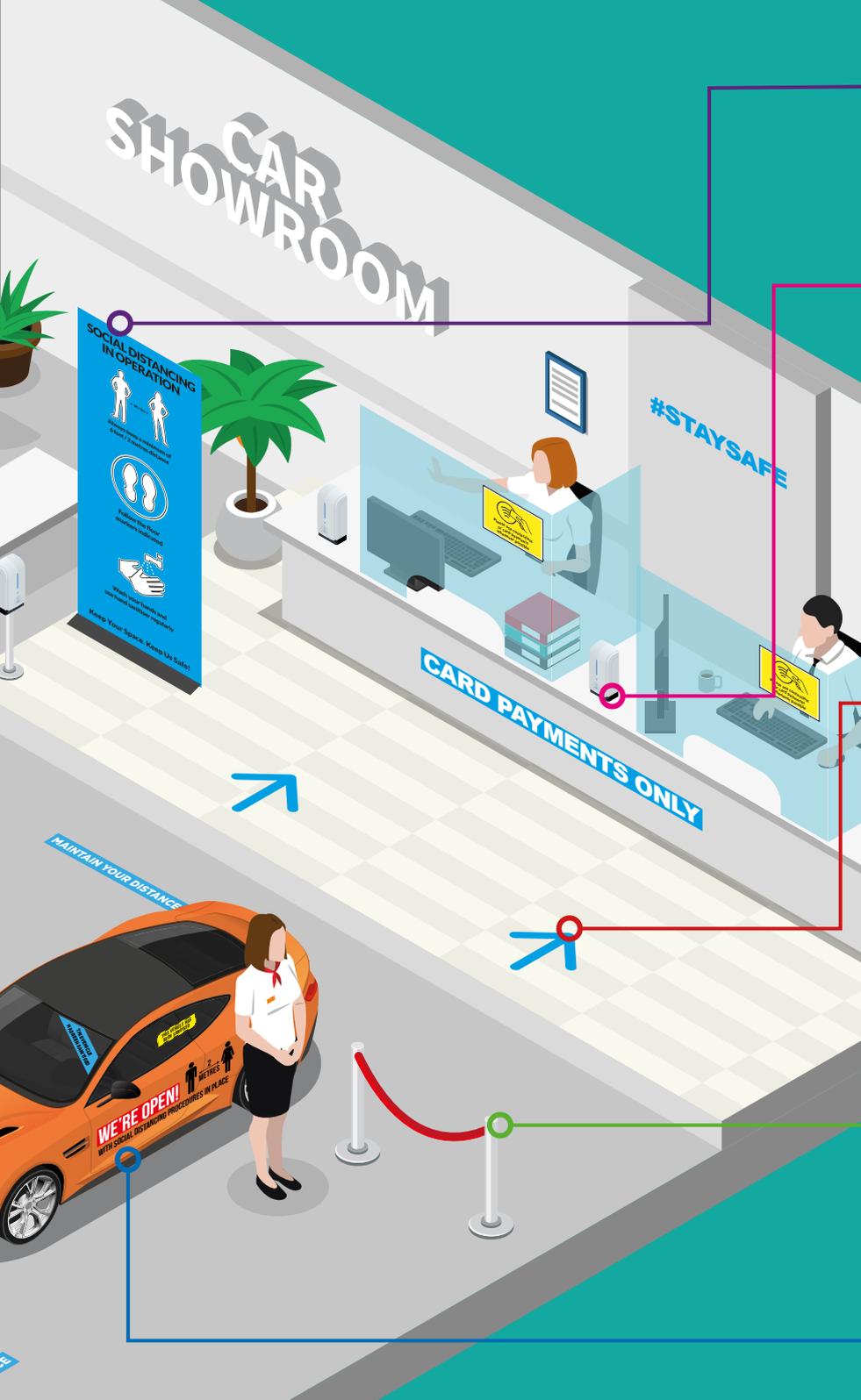
In this current climate it is important to instil a sense of safety and trust in your customers. Our "This vehicle has been sanitised" stickers are a great way of showing your customers that you take their safety seriously.

PROTECTIVE SCREENS

Protective screens are a great way of protecting your staff and customers. We have 'Counter-top' and 'Free-standing' versions available at various sizes.

We can even customise the screens with your logo, message or even a frosted pattern to lighten the impact.





POP UP BANNERS

Pop Up Banners are great for displaying important information. They are portable and at 2 metres tall they are highly visible.

HAND SANITISERS

Hand sanitiser stations should be available for both staff and customers to reduce the risk of spreading the virus. We have 'Wall-Mounted', 'Desktop' and 'Free-standing' sanitiser stations available.

Businesses should also display posters or signage to indicate the use of the station as well as instructions for effective hand washing.

FLOOR GRAPHICS

With various types available suitable for internal or external use, carpets or hard floors, floor graphics are the perfect way of complying with social distancing guidelines.

QUEUE BARRIERS

To maintain safe distances it is sometimes necessary to 'cordon off' certain areas or walkways. These queue barriers are great for directing customers without being too intrusive.

VEHICLE GRAPHICS

Why not use your vehicles to display your messages? Cut vinyl and printed graphics available to fit any vehicle.

VEHICLE GRAPHICS

Vehicles are prime real estate to advertise your message especially in a car dealership where the aim is to sell the cars.

Use them to confirm you are open, to advertise your latest offer and show you are practicing social distancing.





**THIS VEHICLE HAS
BEEN SANITISED**

To help instil trust in your customers why not reassure them by placing our “this vehicle has been sanitised” stickers on the door shuts. This will make them feel safe and respected.

Stickers can be any size and any colour and are fully customisable.



STRUT-CARD NOTICES



These simple freestanding signs can be an extremely effective way of getting a number of messages across to your customers.

Typical uses include 'Key Drop Off Points', 'Contactless Payment', 'No Handshake Policy' and 'No Refreshments' signs.

Complete with a rear support strut these notices can be A4, A3 or even cut to a bespoke shape to really stand out.

RETURN TO SCHOOL

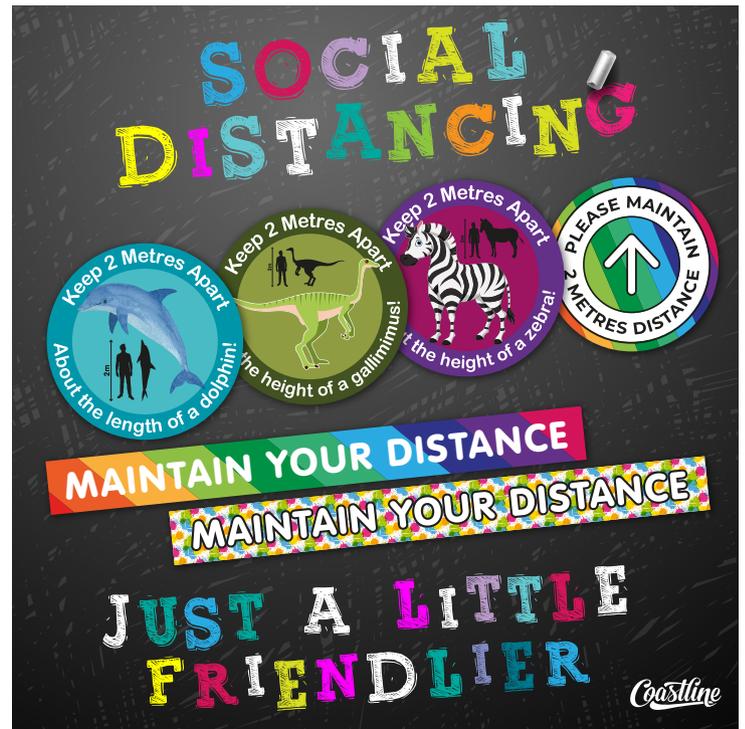
Now that schools and colleges are preparing for the return of their pupils, certain changes will be required to ensure the social distancing guidelines are adhered to.

The problem is that warning or advisory signs and graphics always look quite intimidating to younger audiences. Generally in harsh, contrasting colours designed to grab your attention.

We thought long and hard about this and came up with a range of social distancing graphics that are just that little bit 'friendlier'.

Available in a range of bright, vibrant colours and patterns, our graphics not only get the important message across but they can also look great and actually be a little educational too!

We have kept the examples here minimal, there are plenty of others available and our design team can work to your brief to create fully bespoke options if required.



These graphics can be tailored for many different applications including:

Nurseries, Pre-schools, Primary Schools

Middle Schools, Kids Retail, Activity Centres

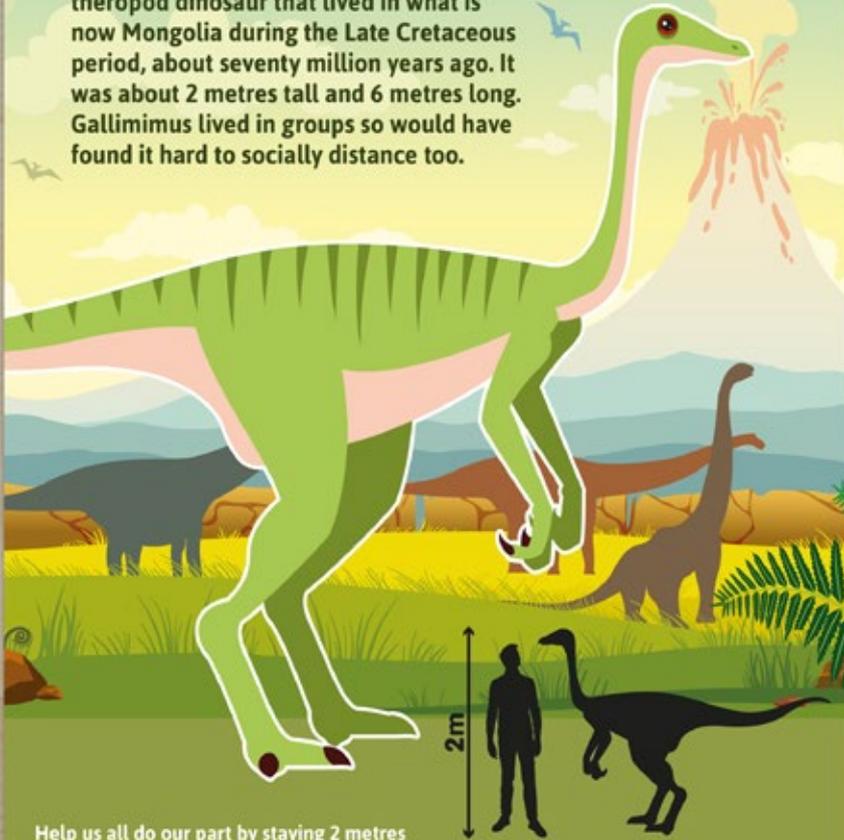
Upper Schools, Colleges, Universities

MAINTAIN YOUR DISTANCE

Keep 2 Metres Apart

About the height of a Gallimimus!

Gallimimus (GAL-i-MY-mus) is a genus of theropod dinosaur that lived in what is now Mongolia during the Late Cretaceous period, about seventy million years ago. It was about 2 metres tall and 6 metres long. Gallimimus lived in groups so would have found it hard to socially distance too.



Help us all do our part by staying 2 metres apart where possible. These rules are for everyone and will not last forever.

POSTERS & SIGNS

Posters and signage are great ways to help children understand the importance of social distancing and the other changes that are currently necessary.

We can create posters and signage at any size or quantity and from a range of different substrates from recycled papers, rigid board, and foam signs.

Important messages can be fun and educational too!



FLOOR GRAPHICS

Floor graphics have become the norm these days and for good reason. Floors have become prime graphic real estate and the social distancing guidelines have made these graphics a necessity.

Floor graphics don't have to be boring, why not add a little colour and interest by utilising some of our creative designs. Suitable for a huge range of applications from pre-schools, primary schools, kids retail shops all the way up to colleges and universities.

Circular disks, tapes and bespoke shapes available at any size and quantity.

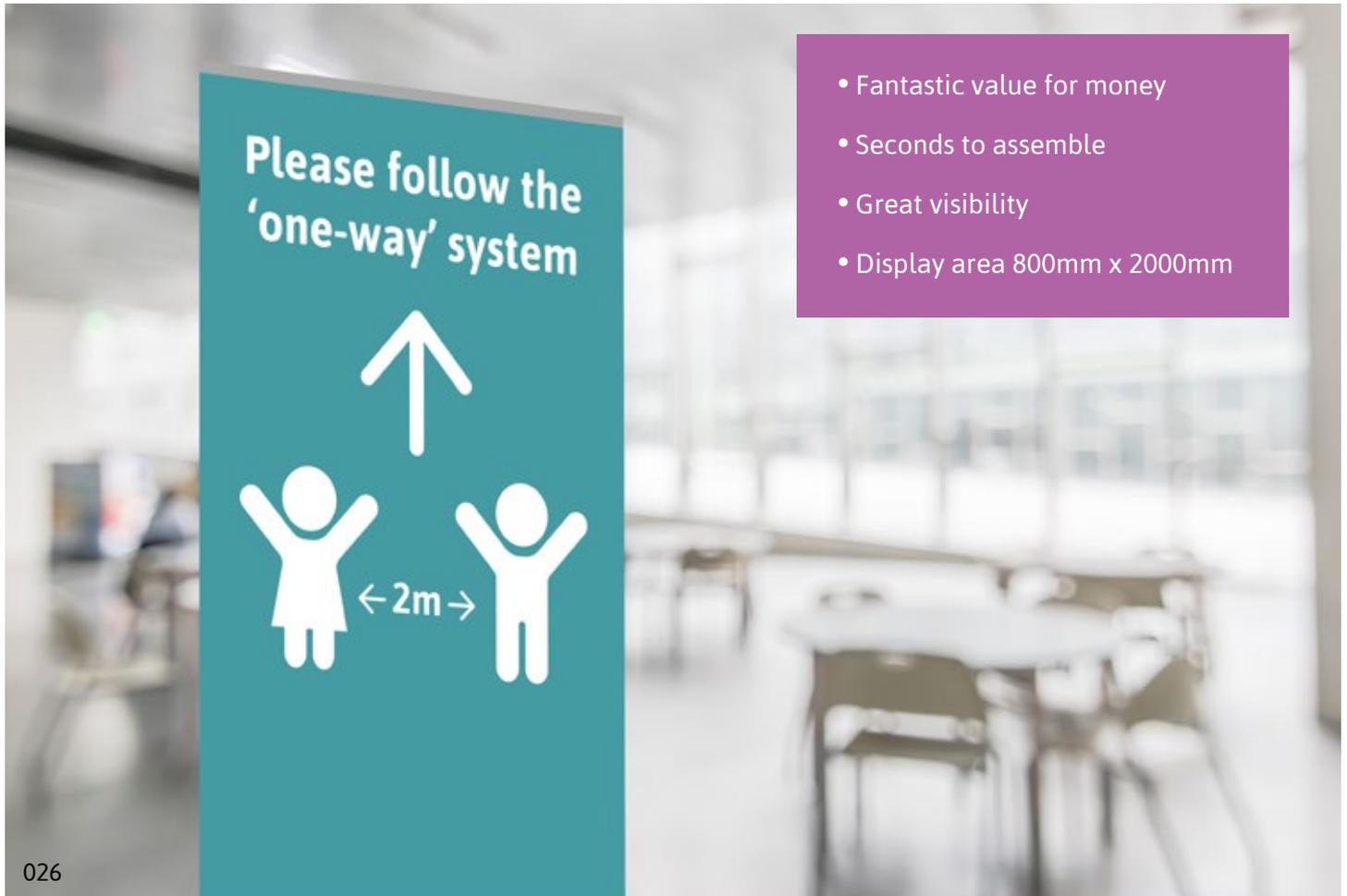




POP-UP BANNERS

Pop-Up Banners can be perfect mechanisms to display vital information. Their 2 metre height makes them extremely visible and the graphic can be anything you need from wayfinding information, social distancing details or just a 'no entry' graphic.

The units are portable, light-weight and affordable whilst the graphics can all be fully customised with your school, business or organisation's branding.



- Fantastic value for money
- Seconds to assemble
- Great visibility
- Display area 800mm x 2000mm

HAND WASHING GRAPHICS



One of the most effective ways of avoiding the spread of the virus is to frequently wash your hands. This is especially important with children who sometimes may rush things when washing their hands.

Our informational 'hand washing guides' are a great way of ensuring that hands are washed effectively either with soap and water or hand sanitiser.

These can be produced in the form of posters, signs or stickers and at any size or quantity you require. We can create illustrated versions that may be more suitable for younger audiences.



Coastline

For more information or to place an order
please contact our team on **01284 717760**
or email **sales@coastlinegraphics.co.uk**

More information can be found on our website
www.coastlinegraphics.co.uk



CONSULTATION

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DESIGN

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PRODUCTION

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DELIVERY