

Risk assessment

Company name: Dame Alice Owen

Assessment carried out by: Martin Larnach

Date of next review: 31.12.2020

Date assessment was carried out: 01.07.2020

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p>Covid 19 contamination by person to person or contamination by airborne droplets – after an infected person c contamination by transferral - the virus can survive for up to 72 hours on a surface oughs or sneezes</p>	<p>There is a direct threat to Staff and customers of catching covid 19 by personal contact , or by being in close proximity to each other , or by touching the same objects and then touching eyes, nose or mouth.</p>		<p>Ensure that Stanley Pubs complies with its duty to provide a safe and healthy workplace/working conditions for staff in the workplace during the coronavirus pandemic by: • Circulating “COVID secure” coronavirus policies and safety procedures to all staff and managers . These set out how all should behave and the precautions they must adopt during the</p>	<p>Directors and general manager</p>	<p>01 May 2020</p>	

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			<p>pandemic to keep them safe • Requiring staff to practice effective social distancing while in and around the workplace, while travelling to work and in all work premises. Managers should pass on and reinforce key Government public health messages to all staff: • cover the mouth and nose with a tissue or sleeve (not hands) when coughing or sneezing (Catch it – Bin it – Kill it) • put used tissues in the bin straight away • wash hands regularly with soap and water for at least 20 seconds (use hand sanitiser gel if soap and water are not available) •</p>			

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			<p>avoid close contact with people who are unwell • Label staff drinks cups with names to prevent cross contamination .</p> <p>Clean and disinfect frequently touched objects and surfaces • do not touch face, eyes, nose or mouth if hands are not clean.</p> <p>Fully implement Public Health England (PHE) Guidance for Employers and catering businesses .</p> <p>Keep risk assessments under review to ensure that a safe place of work is maintained</p> <p>Make any adjustments to the workspace/rotas/ procedures as necessary to facilitate effective infection prevention and social</p>			

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			<p>distancing at work • Follow government health and travel advice • Provide hand sanitiser as required • Provide infection control personal protective equipment (PPE) such as gloves, masks and eye protection if requested. Increase environmental cleaning in the workplace. Contract cleaning - review and revise cleaning method statements and schedules and ensure cleaning staff have access to suitable detergents, disinfectants. Display appropriate public health posters and notices around the workplace and on websites Staff are not required to wear face</p>			

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			<p>coverings while at work but may do so if they wish. Managers will plan for the minimum number of people needed on site to operate safely and effectively. Staff are required to practice effective social distancing while in and around the workplace, while involved in work activities and when travelling to and from work, whenever possible, by:</p> <ul style="list-style-type: none"> • Avoiding nonessential contact with others • Keeping a safe distance of at least 1 metre from others whenever possible • Avoiding physical contact eg handshakes <p>Adaptations to the premises to support social distancing should include:</p> <ul style="list-style-type: none"> • A review 			

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			<p>of all work premises to identify suitable adaptations which will support social distancing , e.g. layout changes, appropriate signage, stickers and floor markings to denote safe distances, etc •</p> <p>Only use cards to take payments.</p> <p>Establishing maximum occupancy limits for kitchens and bar areas.</p> <p>Establish a separate entrance and exit to the premises and display clear signage to guide customers.</p> <p>Space tables and chairs so that there is at least 2 metres between each set.</p> <p>Staff will monitor inside areas to ensure that</p>			

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			<p>gatherings of no more than 6 take place inside and no more than 12 outside.</p> <p>Queueing – this will be kept to a minimum , and where necessary customers will be guided to keep at least 1m apart.</p> <p>Capacity – each site will be assessed for its maximum safe capacity and this will be adhered to by having a staff member on the door at all times.</p> <p>Customers will only be allowed to enter if there is a table for them to be seated inside or outside.</p> <p>The service style will be adjusted to ensure that customers can be seated as much as possible</p> <p>Ensure a safe customer</p>			

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			<p>journey through the pub , with clear signage and floor markings.</p>			
<p>Some areas of the workplace may present a higher risk than others – this may include areas such as toilets, staff rooms and restrooms</p>	<p>Staff</p>		<p>Managers must ensure that adequate hand cleaning resources are provided; all toilets to be supplied with adequate supplies of hot water, liquid soap and paper towels • Print handwashing instructions/posters and display throughout workplace, especially in toilets • Limit numbers of customers and staff who can use high traffic areas such as corridors, stairs, toilets and restrooms at any one time to ensure social distancing • Prioritise</p>	<p>General manager or supervisor</p>	<p>01 may 2020</p>	

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			<p>disabled use where necessary, eg disabled toilet use . Toilets will be checked and cleaned every 30 minutes.</p>			
<p>Some staff may have pre-existing medical conditions which render them more vulnerable to the dangers of coronavirus infection</p>			<p>Managers should identify members of staff who fall into vulnerable and extremely vulnerable categories so they can ensure that they are given adequate protection and support to enable them to comply with government health recommendations • No member of staff in the extremely vulnerable “high-risk” category should be expected to come to work during the pandemic crisis or during recovery from the</p>	<p>General manager or supervisor</p>		

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			<p>lockdown – these staff should be advised to follow government medical advice and stay at home • Extremely vulnerable “high-risk” staff will be offered furlough arrangements - where it is possible or appropriate for them to safely work from home without risk this should be facilitated • Staff in the vulnerable “moderate risk” category should be considered on a case by case basis – wherever possible they will be supported to work from home • Staff in the vulnerable “moderate risk” category who wish to return to work should be offered additional protection so that</p>			

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			they can achieve effective social distancing.			
People becoming unwell while on-site or a symptomatic person using a site	Staff and customers due to High risk of transmission		<p>Each staff member will declare whether they have any of the known covid 19 symptoms before they start their shift.</p> <p>If a member of staff becomes unwell in the workplace with coronavirus symptoms (a new, continuous cough or a high temperature) they should be sent home and advised to follow government advice to self-isolate The following actions should be taken within All surfaces that a symptomatic person has come into contact with must be cleaned and disinfected and all potentially</p>	General manager or supervisor		

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			<p>contaminated high contact areas such as toilets • Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors should be cleaned thoroughly as normal • Cleaning staff should use disposable cloths or paper roll and a combined detergent disinfectant solution at a dilution of 1000 parts per million available chlorine • Cleaning staff must wear appropriate PPE • Waste from cleaning of areas where possible cases have been (including disposable cloths and tissues) should be “double-bagged” and tied off; it should be placed</p>			

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			<p>in a secure holding area for 72 hours before being disposed of in general waste.</p>			
<p>Contact with customers who might be infected or infecting customers through contact with them</p>			<p>Wash or disinfect hands with sanitiser after serving each customer and keep a 2m distance from customers. Wear a mask if the 2m distance is not possible while serving customers. Display clear signage instructing and guiding customers to keep a 2m distance while queuing ,and instructing them to vacate the outside areas of the premises as soon as they have received their items. Supply hand sanitiser for customer use .</p>	<p>General manager or supervisor</p>		

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More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/