

RISK ASSESSMENT

Aspect of Work:	Covid-19 Coronavirus	Location:	The Larick Centre
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E = Employees

C = Contractors

P = Public


V = Visitors


CS = Client Staff


Severity:	Likelihood:	Assessed risk:	Severity	Review	Author	Date	Signed	
1 = Negligible — no first aid injury, no lost time	1 = Very unlikely to occur	Likelihood	5	25	RA developed/reviewed	Y.Wynia	05/09/2020	
2 = Minor — minor 'first aid' injury, less than 7 days lost time	2 = Unlikely to occur		4	20				
3 = Lost Time — injury or illness causing more than 7 days lost time	3 = Likely to occur		3	15				
4 = Major — severe injury with extreme lost time	4 = Very likely to occur		2	10				
5 = Fatal — fatality or major disruption	5 = Almost certain to occur		1	5				
		5	20	16	12	8	4	
		4	15	12	9	6	3	
		3	10	8	6	4	2	
		2	5	4	3	2	1	
		1	5	4	3	2	1	

Acceptability of assessed risks: 16-25 = Intolerable Risk (*action essential*) 9-15 = Tolerable Risk with permission of COO 1-8 Tolerable

PREVIOUS REVIEW DATES							
DATE	08/09/2020						
AUTHOR	Y.Wynia						

Risk no.	Hazard	Hazard effect	Initial assessment			Risk control measures	Residual risk			
			Who affected & how many	Severity	Likelihood		Assessed risk	Severity	Likelihood	Assessed Risk
I	Spread of Covid-19 Coronavirus	Serious illness and death	E, C, P, V Max 180	5	4	20	<p>We will comply with government issued regulations in regard to Covid-19</p> <p>We will review, government issued guidance with regard to covid-19. Where relevant to the Larick Centre and activities at the Larick centre we will follow such guidance and ensure all users of the Larick centre also follow such guidance.</p> <p>Hirers and their activities Every hirer will be asked to show a risk assessment in relation to their activity and the Covid19 risks.</p> <p>Hirers are asked to consider the safe number of participants with a 2m social distancing in place in relation to the activity that is taking place. Activities that involve exercise should ensure precaution is taken, especially when movement and heavy breathing is involved.</p> <p>Music should be played at a low volume to discourage speaking loudly and projecting one's voice.</p> <p>Equipment should be cleaned before and after use, and players should wash/sanitise their hands before and after games.</p> <p>The hirer will be asked to record the names and contact details of their attendees in case there is a local outbreak. The hirer and the centre will communicate if people need to be notified.</p>	5	I	

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I	Spread of Covid-19 Coronavirus	Serious illness and death	E, C, P, V	5	4	20	<p>Hand Washing</p> <p>Hand washing facilities with soap and water are in place in the toilets.</p> <ul style="list-style-type: none"> - Stringent hand washing taking place - See hand washing guidance: https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ - Drying of hands with disposable paper towels (https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020) <p>- Gel sanitisers are available at critical points in the centre: entrance, exit, near the toilets.</p> <p>Hand sanitisers are available at ever activity.</p> <p>Cleaning</p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches and reception areas using appropriate cleaning products and methods.</p> <p>When there is a change of groups and/or activities the area in use will be sanitised between this change. This will all users to exit and enter a sanitised space.</p> <p>Toilet areas are controlled by one in one out with hand sanitiser available before entering and signs above hand sinks reminding people to wash hands according to guidelines.</p> <p>A maximum of two people allowed in the toilets at any time.</p> <p>Alternating cubicles/ urinals are taken out of use to limit the number of users at one time</p> <p>Clear signage displayed for the public, so they feel safe and protected.</p> <p>A regular check for cleaning during opening hours. And cleaning/disinfecting product available in each toilet for members of the public and staff to clean the toilet seat if they wish, so they feel in control.</p>	5	I	

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I	Spread of Covid-19 Coronavirus	Serious illness and death	E, C, P, V	5	4	20	<p>Social Distancing There is a one-way system in place to prevent people crowding in an area.</p> <p>Everyone is asked to keep a 2m social distance between each other.</p> <p>Inside the community centre staff, volunteers, contractors, and members of the public are to wear facemasks. In the café, members of the public do not need to wear a facemask.</p> <p>Those utilising the reception area between activities or waiting on those attending activities will be reminded to follow government regulations and guidelines and for example must wear face masks and maintain social distance requirements.</p> <p>Ventilation Windows and some doors are open to ensure ventilation of space(s) is optimised throughout the day Air conditioning and the Air Handling Unit is used for managing the temperature in the building</p> <p>Track and Trace Staff, volunteers and contractors are asked to record their names and times at the centre.</p> <p>Customers and visitors accompanied with a member of staff or volunteer and hirers are recorded though the appointments diary.</p> <p>Customers of the Larick Café will adhere to Track and Trace system in the café.</p>	5	I	

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I	Spread of Covid-19 Coronavirus	Serious illness and death	E, C, P, V	5	4	20	<p>Symptoms of Covid-19 If anyone becomes unwell with a new continuous cough or a high temperature in the centre they will be sent home and advised to follow the stay at home guidance.</p> <p>If advised that a member of staff or public has developed Covid-19 and were recently on your premises the Coordinator of the Community Centre will contact TCT Board members. The Coordinator will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p> <p>Mental Health Management will promote mental health & wellbeing awareness to staff and volunteers during the Coronavirus outbreak and will offer whatever support they can to help.</p>	5	I	