

**COVID-19 SITE RISK ASSESSMENT**

Completed by: Sophie Grant

Date completed: 06.05.2020

Review date: July 2020 (or in line with any major Government changes)

*COVID-19 is a new illness that can affect your lungs and airways. It is caused by a virus called CORONAVIRUS. Symptoms can be mild, moderate, severe or fatal.*

HAZARD	WHO COULD BE AFFECTED	SEVERITY	PROBABILITY	RISK RATING	CONTROL MEASURES	RESIDUAL RISK RATING
Spread of COVID 19 coronavirus due to exposure from others due to: 1) Living with someone with a confirmed case of COVID-19. 2) Living/ travelling with someone who is displaying symptoms even if they have not been diagnosed. 3) Have come into close contact (within 2 metres) with a confirmed case of COVID-19 4) Being advised by a public health agency that contact with a diagnosed case has occurred.	<ul style="list-style-type: none"> <li>• Employees</li> <li>• Visitors to site</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups</li> <li>• Anyone else who physically comes in to contact with you in relation to your business.</li> </ul>	<b>4</b>	<b>3</b>	<b>12</b>	<p><u>Hand washing</u></p> <ul style="list-style-type: none"> <li>• Hand washing facilities with soap and water in place.</li> <li>• NHS hand washing guidance posted on site.</li> <li>• Drying of hands with disposable paper towels.</li> <li>• Reminder to wash hands for 20 seconds</li> </ul> <p><u>Cleaning</u></p> <p>Frequent cleaning of surfaces using anti-bacterial cleaner and paper towels to prevent cross contamination.</p> <p>Cleaning surfaces of high use such as door handles, light switches, canteen, driver hatch.</p> <p><u>Social distancing</u></p> <p>Reducing the number of persons in any work area to comply with the 2-metre gap recommended by the Government.</p> <p>If required, stagger breaks where needed to prevent social areas from being overcrowded.</p>	<b>4 x 1=4</b>

					<p>Conference calls in place of face to face meetings.</p> <p>One-in-one-out for drivers signing in and collecting paperwork from main office.</p> <p>Work from home where possible.</p> <p><u>Symptoms of COVID 19</u> If anyone becomes unwell with a new continuous cough or a high temperature in the workplace, they will be sent home, avoiding coming in to contact with anyone else on site or touching any surfaces. They will be advised to follow the stay at home guidance in line with the NHS. Line managers will maintain regular contact with staff members during this period.</p>	
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Signed: *Jon Towers*

Name: Jon Towers

Date: 7<sup>th</sup> May 2020