

Risk Assessment: Covid-19

Salop Leisure
 Emstrey
 Shrewsbury
 SY5 6QS
 Carried out by Andy Harding
 17/05/2020

(To be updated inline with government guidelines)



Key to risk

Low

Minor impact Quickly repaired

Medium

Moderate impact Partial loss of operations

High

Disaster Serious consequences

Hazard	Who	Required Controls	Controls	Initial risk	Residual risk
Spread of Covid-19 Cross infection	Staff Visitors Contractors	Social distancing Staffing	Keep staffing to a minimum Staff to work from home where possible Limit numbers in social areas canteens smoking areas etc Training to be given to maintain safe distance Review process in all departments to limit exposure (See Attached sheets) Meetings to be in line with social distancing No desk sharing	High	Medium
		Vehicles	One Person per vehicle Limit one family group per caravan	High	Medium
		Shielding	Acrylics screens to all high traffic areas Safe zone in front of all tills/reception	High	Medium
		Flow segregation	Clearly marked one way flow through customer areas 1 person at a time in toilet Separate staff toilet from customer	High	Medium

		Signage program	Floor signs at 2 m distance Clear upright signage throughout Give way signage at pinch points Signage on canteen doors limiting numbers Give way signs at pinch points Clear signs for every hand wash station Arrows on floor in plant centre Hand washing process signage 2m safe areas marked in front of tills/reception	High	Medium
		PPE	Masks available on request from Andy Harding/Mike Harris	High	Medium
		Contact continuation			
		Hand washing	Washing facilities clearly marked Dry hands with disposable towels and dispose of	High	Medium
		PPE	Hand sanitiser on all entrances clearly marked Hand sanitiser/Anti bac spray and gloves to all work stations Gloves to be made available for customer Jetwash Managers to monitor use/Requirements	High	Medium
		Cleaning	Regular cleaning/Sanitising regime in place for all areas Surface cleaner and sanitiser in all canteens Contact areas to be cleaned/sanitised after every use i.e PDQ/Counters/Trolley Baskets etc Surface wipe left in toilets with instruction to use on every surface All workstations to have surface cleaner/Blue roll and Sanitiser Anti bac spray in all shared vehicles with instruction to staff to clean contact areas	High	Medium
		Contact points	Doors in high traffic areas to be kept open where safe to do so Doors on demos to be left open Make as much paper work non-sign as possible As much paper to become electric as possible Fogging machine to be used to disinfect unit before returned to customer Gloves to be worn when entering caravans delivered after 23/03/2020 No tea and Coffee to be made for visitors to the business	High	Medium

		Signage program	Clear signage for all Hand gel stations Hand washing process signs in all communal areas Hand washing areas	High	Medium
		Symptoms Customers	Customer feeling unwell are asked not to enter	High	Low
		Staff	Anyone becomes unwell with a continuous cough or High temp to be sent home and advised to follow government stay at home guidelines (Managers to keep in touch during this period) If a member of staff contracts covid-19 management to check with public health England and follow guidelines	High	Medium
		Signage	Signs at entrance advising people feeling unwell not to enter Advice for staff feeling unwell	High	Medium
		Mental Health	Management to promote Mental health and wellness during outbreak and offer any support they can	High	Medium