

Risk Assessment - Coronavirus Transmission

RA Date:	25/09/2020
Next Review:	27/11/2020
Last Review:	N/A
RA Revision:	0
Template Version:	V-5

Location:	Flimwell, Frant and Hadlow Tate Fencing Shops		
Description of the Activity:	Providing retail services in a space open to the public		
Assessed By: James Thorp	Approved By:	Other Relevant Documents	TFL - Coronavirus Contingency Plan
Severity of Outcome: 5 Catastrophic, 4 Major, 3 Serious, 2 Minor Injuries, 1 Negligible.		Likelihood of Harm: 5 Almost Certain, 4 Very Likely, 3 Fair Chance, 2 Remote, 1 Very Unlikely.	

Specific Hazard & Potential Harm / Effect	Persons at Risk	Risk Without Controls			Current Controls	Residual Risk			Improvement Controls to be Considered	Residual Risk		
		Severity 1-5	Likelihood 1-5	Rating S x L		Severity 1-5	Likelihood 1-5	Rating S x L		Severity 1-5	Likelihood 1-5	Rating S x L
Not Washing Hands Effectively	Operatives Customer Other Site Users Visitors	4	5	20	Entry to the shop is a single entry door, hand sanister has been placed outside this door with prominent signage displayed advising customers to use it. There are cleaning products available on the sales desk for the use of staff to clean the card machine etc after its use. Hand sanitiser is provided at regular intervals throughout the office.	4	3	12	H&S inspections to include welfare facilities where a PC has provided. Consider purchase of a foot pump dispenser to make it easier to use an less use of hands to operate	4	2	8
Use of Communal Areas	Operatives Customer Other Site Users Visitors	4	5	20	There is a potential for staff entering the shop to create pinch points with customers. Staff are now prohibited from entering the front door into the public space without wearing a mask. Staff who are likely to enter the shop have access to a mask if they do not wish to wear their own. Breaks are staggered to ensure that the rest facilities are not overcrowded	4	2	8	Provide independent facilities to eliminate the need for accessing communal areas. I.e. a welfare unit with break out area and toilets.	4	1	4
Sharing of Equipment	Operatives Customer Other Site Users Visitors	4	5	20	All machinery is cleaned down on a regular basis Workshop staff are being rotated between the workshops as much to establish 'bubbles' Wipes conforming to BSEN1276 are placed within the workshops to allow operatives to wipe down the machines where the user is switched Staff have received training on the proper wearing of PPE to ensure protection is maximised	4	2	8	Purchase additional small tools to allow for rotation and deep cleaning being uses.	4	1	4
Mental Health impact	Operatives	4	4	16	All operatives receive regular Mental health awareness training. All managers receive a regular mental health awareness for managers training. All staff have easy confidential access to communicate any concerns with a manager (their own or an independent)	4	3	12	Provide training throughout the management and site teams on Mental Health 1st Aid	4	2	8
Not social distancing	Operatives Customer Other Site Users Visitors	4	5	20	The office desks are of a reasonable distance apart. The sales counter has spaces to serve 2no customers at a time (2 customers is the maximum permitted in the shop) they are over 2m apart Customers are advised by clear signage to remain 2m apart when in the shop	4	3	12	Operatives to wear face coverings at all times	4	2	8

Legislation Electricity, Noise, COSHH, PUWER, PPE, First Aid, Manual Handling, Management Regs, CDM, Vibration, Fire Order	Use the table below to calculate the severity and likelihood.		The table below will indicate whether the Residual Risk Rating is:-		The table below will indicate whether the Residual Risk Rating is:-	
Severity of Outcome: 5 Catastrophic, 4 Major, 3 Serious, 2 Minor Injuries, 1 Negligible. Likelihood of Harm: 5 Almost Certain, 4 Very Likely, 3 Fair Chance, 2 Remote, 1 Very Unlikely.	CURRENT RESIDUAL RISK RATING		1 – 8 = Low Risk		POTENTIAL RESIDUAL RISK RATING	
	10.4		8 – 15 = Medium Risk		6.4	
	Medium		16+ = High Risk		Low	
			1 – 8 = Low Risk		8 – 15 = Medium Risk	
			16+ = High Risk		16+ = High Risk	