

## Risk assessment template

Company name: Grove Hill Evan. Ch.

Assessment carried out by: Martin Hull

Date of next review: 1<sup>st</sup> August

Date assessment was carried out: 29<sup>th</sup> June 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
<b>Contracting COVID 19 by touching infected surfaces.</b>	Those using the building	Minimal use of those parts of the building to be used.	Gap of over 72 hrs between any major use of the areas to be used.	Building overseers	Over 72 hrs before any major use of those parts of the building to be used.	
<b>Contracting COVID 19 by breathing infected air.</b>	Those using the building.	Minimal use of those areas of the building to be used.	Gap of over 72 hrs between any major use of the areas to be visited.	Building overseers	Over 72 hrs before any major use of those parts of the building to be used.	
<b>Contracting COVID 19 by touching infected surfaces.</b>	Those using the building	Minimal use of those areas of the building to be used.	Reduce need to touch hard surfaces by keeping doors open. Clean door handles and	Building overseers	Before and during each use of the building.	

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			<p>plates etc with anti-bacterial wipes.</p> <p>Provide sufficient hand washing facilities and hand gel.</p> <p>Remind all building users of the importance of regular hand washing.</p> <p>Ask all building users to stay away if they have displayed symptoms of COVID 19 in the past 14 days.</p>			
<b>Contracting COVID 19 by breathing infected air</b>	Those using the building.	Minimal use of those areas of the building to be visited.	<p>Provide Social Distancing guidance to all visitors.</p> <p>Space out seating to maintain social distancing.</p> <p>Maintain good ventilation in areas used.</p> <p>Have face masks available for building users.</p> <p>No singing – or use of wind</p>	Building overseers	Before and during each time the building is used.	

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			instruments – or shouting – or chanting. Ask all building users to stay away if they have had displayed symptoms of COVID 19 in the past 14 days.			
<b>Possibility of developing symptoms of COVID 19 after the use of the building</b>	Those using the building.	Minimal use of those areas of the building to be used.	Keep details of all building users to assist government Track and Trace Service.	Building overseers	Each time the building is used.	
<b>Contracting COVID 19 through using contaminated equipment.</b>	Those using the equipment.	Minimal use of equipment.	Regular wiping with anti-bacterial wipes. Wiping with anti-bacterial wipes between uses.	Those responsible for the meeting at which equipment is being used.	Each time the equipment is being used.	

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

Published by the Health and Safety Executive 10/19