

COVID-19 Risk Assessment

Businesses are required to do a risk assessment to identify those persons at risk (employees, members of the public, contractors etc.) of exposure, and identify suitable, reasonable and proportionate control measures that can be put in place to limit and manage potential exposure. The risk assessment should be regularly reviewed and updated as official guidance changes. Instruction and/or training in the control measures should be provided to those persons concerned.

Business name: The Fisherman Public House – Woodland Inns LTD						
Department/Area of Business: Food & Hospitality				Name of assessor: Peter McAdden		
Date assessment completed:				Date assessment reviewed and by whom:		
Hazard	Persons at risk	Existing control measures	Additional control measures	Action by whom	Action by when	Date completed
Exposure to and the spread of the COVID-19 Coronavirus	Employees	General State what you are already doing (risk assessment, staff training, information on display, illness reporting etc.).	New risk assessment. New signage. Staff training conveying new procedures. Fitness to work checked daily. Hand sanitising stations. Customer contact details requested and held for 21 days to assist with tract & trace.	PM	29/06/20	29/06/20
	Employees Customers Visitors Contractors	Social Distancing Consider flow of people, keeping distance, remote working, shift patterns and teams, design of work space, physical barriers etc.	Pinch points identified. Physical barriers. Staff sections. Staff numbers limited. Customer group sizes limited. Face coverings where necessary. When possible, one entry & one exit. Deliveries to outside or out buildings. Full table service encouraged. Contactless payment encouraged.	PM	29/06/20	29/06/20
	Employees Customers	Food handling What hygiene measures do you already have in place, staff eating arrangement, protective clothing, hand washing etc?	Face coverings worn in kitchen. Disposable gloves worn in kitchen. Food/drinks delivered to customer without personal contact. Regular hand sanitisation. Staff breaks to be taken socially distanced. Additional hand sanitisation stations in kitchen/bar/toilet. Limit of staff numbers in kitchen.	PM	24/06/20	29/06/20



Hazard	Persons at risk	Existing control measures	Additional control measures	Action by whom	Action by when	Date completed
	Employees Customers Visitors Contractors	Cleaning & disinfection What practices and procedures do you already have in place? What, when, how, who, how often? Focus on hand touch points.	Staff training on new measures. New proven spray disinfectant 'Ultra AX.' Touch points to be regularly sanitised and documented throughout the day. As much ventilation as possible will be provided (open doors/windows). Menu/cutlery/condiments to not remain on tables and regularly sanitised.	PM	24/06/20	24/06/20
	Employees Customers Visitors Contractors	Hygiene Hand washing arrangements and instructions, alcohol gel provision, protective clothing etc.	New automatic sanitising stations provided at entrance/exit/toilets. Extra positioning of disposable gloves. Personal washable face coverings provided to all staff. Gloves to be worn during tasks such as cutlery polishing. Extra facilities of hand gel throughout.	PM	29/06/20	29/06/20
	Employees Customers Visitors Contractors	Mental health and wellbeing What are you already doing to look out for and support employees (both working and furloughed)?	All staff to receive a 'return to work meeting.' All staff to partake in training on new operating procedures. Wellness of staff physically and mentally a key focus. Daily documentation on wellness to work.	PM	24/06/20	24/06/20
	Employees Customers Visitors Contractors	Deliveries/Contactor's What provisions are you implementing?	Face coverings when receiving goods. If a signature is required, the individual will use their own pen. Deliveries only to outside spaces or out buildings. Hand sanitising for deliverer and receiver either in the main building or by hand pumps being accessible to out buildings.	PM	24/06/20	24/06/20

