

COVID-19 & Social Distancing for Stoke Parish Council

RA000CV19

Risk Assessment Nr.	RA000CV19 R2	Persons Affected:	Staff, Councillor's	Public	x	Visitors	x	Other parties	x				
Hazards associated to this activity						Actual Risk Rating			H	M	L		
Travel, Transmission of Pandemic Virus through close contact, Transmission through PPE material contamination, Transmission through equipment contamination, Transmission via welfare facilities, inadequate social distancing, mass gatherings, poor hygiene										✓			
Consequences													
Contracting COVID-19, resulting in health effects such as, FLU like Symptoms, loss of taste/smell, breathing difficulties and possible death.													
Control Measures													
								Risk Rating after control measures in place			H	M	L
<ul style="list-style-type: none"> Restrict numbers for meeting etc. to a maximum of 40 persons seated including councillors. Use one-way systems for access and egress if available. Windows and doors to be left open wherever possible to allow for ventilation. Avoid contact with someone who is displaying symptoms of coronavirus (COVID-19). These symptoms include high temperature, loss of sense of taste and smell, and/or new and continuous cough. Report to your line-manager straight away if you start to show any (COVID-19) symptoms so that measures can be taken. If you have symptoms: <i>1. Get a test as soon as possible to check if you have coronavirus. - 2. You and anyone you live with should stay at home and not have visitors until you get your result – only leave your home to have a test.</i> Stay 2 metres away from other people when on site (as much as it is practical to do so). Where others are not doing so, ask them to keep to the recommended distancing measure. Washing your hands thoroughly, and more often – with soap and water for at least 20 seconds or use a hand sanitizer where this is not possible. It is important to do this when you blow your nose, sneeze, or cough, eat or handle food. Avoid touching your eyes, nose, and mouth with unwashed hands. Cover your cough or sneeze with a tissue, then dispose of the tissue in a waste receptacle. Vehicle sharing only for bubbles. All vehicle handles, gear sticks, keys and steering wheels should be cleaned down before and after each journey using a proprietary multi surface cleaning product used to kill common bacteria and virus germs. All handheld equipment to be cleaned and disinfected regularly. Where there are welfare facilities/ units on site follow safe cleaning advice and any site rules. Stagger all breaks and observe social distancing. Wear a face covering when in any shared welfare. Regular wipe down/ disinfecting of all equipment and other potentially shared ancillary items Ensure that all toilet units are cleaned by user every time they are used. Never share any PPE that may have been contaminated. Use clean hand wipes and sanitizer gel repeatedly throughout the day and ensure hand wipes are sealed in a container for safe disposal. Encourage the use of medical grade disposable face masks when travelling, walking through areas where others may be in close proximity. Wear disposable latex (or similar) gloves when travelling, walking through site locations, and using handrails and touching shared assets. 													✓
Specific RA Remarks:													
<p>Site minimum requirement for PPE to reduce risks.</p> <ul style="list-style-type: none"> -FFP3 face masks for specified work tasks. FFP1/2/3 for face coverings. - Full Face Shield (task specific) as deemed necessary - Gloves (task specific) and/or disposable latex gloves - face coverings <p>Note: Specialist PPE will be worn in accordance with a specific risk assessment, as necessary.</p> <p>KEEP UP TO DATE WITH THE LATEST UK GOVERNMENT LEADERSHIP COUNCIL GUIDANCE WHICH MAY BE SUBJECT TO CHANGE AT SHORT NOTICE.</p>													
<p>If in doubt keep your distance form others, wear your face masks and wash your hands</p>													
Reviewed by:	Terry Wickham			Signature:				Date:	May 2021				