

COVID 19 Risk Assessment 25.06.20

Company name: **The Crown (Radnage) Limited**

Assessment carried out by: **Steven Smith**

What are the hazards?	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)	Carried Out By	Done
Spread of Coronavirus	<p>Maintain Social Distancing Measures:</p> <ol style="list-style-type: none"> 1. Keep minimum 1+ metres apart wherever possible 2. Social Distancing measures enforced. Posters and signage across the site to reinforce this message 3. If working within 1+ metres, work back to back or side to side, avoid skin to skin touching and only maintain the activity for as short a time as possible 4. Break times of staff will be staggered to ensure that Social Distancing can be maintained in the welfare area of the main pub, which is not open to the public. 5. Wherever possible, instruction and training should be carried out remotely or in the open air 6. A record of visitors attending the pub, will be captured by asking visitors to log into the Crown Wifi network. A third party application Beambox is used. Signage will be displayed and staff trained in how Beambox works and to ask visitors on serving 	2	4	8	Steven Smith	Yes

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	7. If a known or suspected case of COVID-19 is reported as having been on site, please refer to specific guidance as distributed to a director					
Spread of Coronavirus	Handwashing <ol style="list-style-type: none"> 1. Handwashing facilities and hand sanitiser stations in place across the pub, beer garden and welfare facilities 2. Thorough, regular handwashing to be encouraged 3. Handwashing guidance is promoted by posters within the pub. 4. Public to dry hands with hand dryers. Disposable towels and bin in main pub. 5. Staff are encouraged to protect skin with the use of hand creams if necessary 	2	4	8	Steven Smith	Yes
Spread of Coronavirus	Cleaning <ol style="list-style-type: none"> 1. Pub must be kept clear, clean and tidy at all times 2. Welfare facilities will be cleaned regularly with careful consideration of surfaces such as light switches and door handles 3. Employees will be encouraged to wipe down surfaces in welfare facilities and clean handles on doors, dishwashers, fridges and ice machines 4. Sanitise all areas, fridges, preparation stations, serving areas. 	2	4	8	Steven Smith	Yes

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	5. Deep sanitisation of toilets and working bar area, will be done every 5 days (last for 7) using specialised disinfectant mist bombs. Toilets checked hourly.					
Spread of Coronavirus	Personal Protective Equipment <ol style="list-style-type: none"> 1. The usual PPE required to undertake tasks should be used in all instances and without exception 2. Employees may feel more comfortable wearing face coverings or masks and gloves when enclosed in small spaces where Social Distancing cannot be maintained – these are available if required 3. A clean face mask and new gloves should be used and either disposed of after use or washed in line with manufacturer’s instructions if re-usable 	2	4	8	Steven Smith	Yes
Spread of Coronavirus	Disposal of Waste <ol style="list-style-type: none"> 1. All bins inside the building will be emptied at least twice daily and before they are full to avoid overflowing waste 2. Waste will be double-bagged before going into outside bins by appropriate means 3. Discarded PPE will be disposed of in separate bags and double-bagged 	2	4	8	Steven Smith	Yes

	LIKELIHOOD		SEVERITY		PRIORITY
1	Highly Unlikely	1	Trivial	1	Very Low Priority – No Action Required (Risk No 1)
2	Unlikely	2	Minor Injury	2	Low Priority (Risk No 2 – 4)
3	Possible	3	Over 3 Day Injury	3	Medium Priority (Risk No 5 – 9)
4	Probably	4	Major injury	4	High Priority (Risk No 10 – 14)
5	Certain	5	Incapacity or Death	5	Urgent Action (Risk no 15 – 25)