

What are the Hazards? Who might be harmed Risk occasion Controls

<p>Spread of Covid - 19</p>	<p>Staff Customers Visitors to premises Cleaners Contractors Drivers Vulnerable groups-Elderly, Pregnant workers, those with existing underlying health conditions Anyone else who physically comes in contact with you in relation to your business</p>	<p>Symptoms of Covid-19</p> <p>Safe distancing</p> <p>Safe Distance Mitigation</p> <p>Enhanced cleaning, hand washing & hygiene procedures</p>	<p>Anyone displaying symptoms of COVID-19 will be advised to not enter the property and to follow the stay at home guidance.</p> <p>Safe distancing guidelines will be maintained wherever possible with layout and building capacities including external areas altered to achieve this.</p> <p>Signs will be put up to remind people of safe distance guidelines.</p> <p>Floor tape and signage will be used to mark areas to help people keep to a safe distance.</p> <p>Where safe distance guidelines cannot be achieved actions will be taken to mitigate the risk</p> <p>Back-to-back or side-to-side seating and working will be promoted whenever possible. Encourage order by app</p> <p>Arrival and departure times will be staggered.</p> <p>Food and drinks runners will place drinks at the end of the tables</p> <p>Runners will wear gloves and masks if they choose</p> <p>People will be encouraged to follow the guidance on hand washing and hygiene.</p> <p>Hand sanitiser will be provided around the site where hand washing facilities are not readily available and at the front door and toilets</p> <p>The property will be deep cleaned before re opening</p>
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		<p>Communication</p> <p>Mental Health</p> <p>PPE</p>	<p>Frequent cleaning and disinfecting of objects and surfaces that are touched regularly will take place.</p> <p>Enhanced cleaning for busy areas using appropriate cleaning products will be implemented.</p> <p>Any cleaning required after a known or suspected case of COVID-19 will be carried out in accordance with the specific Government</p> <p>Where possible doors will be kept open minimise touch pint and increase air flow</p> <p>To help reduce the spread of coronavirus (COVID-19) guidance reminding everyone of the public health advice will be displayed around the building.</p> <p>All team members will receive regular communication through the company facebook group.</p> <p>We will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support we can and encourage communication</p> <p>Provision and use of any protective clothing and equipment for staff, based on their specific roles, will be entirely compliant and in line with Government and PHE guidelines</p>
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		<p>CUSTOMER ASSESMENT</p> <p>Customer Journey</p> <p>Capacity control</p> <p>Entering the building</p>	<p>Pre-Booking In line with Gov guidelines all guests are advised to pre-book. we will take 70% bookings and have 30% walk in. Bookings can be taken over the phone or through our website. Capacity has been reduced to reflect safe distance guidelines.</p> <p>Queuing Clear pavement markings will be provided at appropriate intervals outside the property and into the car park to allow safe distance queuing.</p> <p>Communication Clear signage will explain to customers our social distancing guidelines and remind them not to enter if they have symptoms of COVID-19. And clear signs at all entrances and on our website and social media to explain how to come to the pub and use our facilities now</p> <p>Access The entrance will be kept open to minimise contact with handles. A host will be permanently on the front door/entrance to the building. Customers will be asked if they are booked and building capacities adhered to if not. We will manage access to external areas to ensure safe distancing and there will be signs reminding people to keep a safe distance and stay sat at their table.</p> <p>Access to Table Customers will be directed to their table and aisles/walkways will be kept as clear as possible to maintain safe distancing.</p>
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		Ordering food and drinks	<p>Process Inside will be waiter service or order by app to reduce contact, food and drinks will be placed at the end of the tables and customers asked to put their empties there for collection the bar will be closed Outside will be ordering and paying by app only - advertised around the venue and on our website and social media,</p>
		Bar service	There will be no bar service
		Food and drink service	<p>Hygiene/Contact Cutlery will now be delivered alongside the food, Sauces will be individual sachets and no longer shareable sauces. Food runners will be required to wear gloves and a mask if they choose. When placing food on a table the server will place it on the edge for a customer to hand to the rest of the group</p>
		Clearing the tables	<p>Hygiene/Contact Customers will be asked to place all dirty or empty plates/ glasses at the edge of tables for collection.</p>
		Going to the toilet	<p>Access Routes to the toilets will be kept clear and all movement on stairs will be kept to the left with clear signage advising people to respect safe distancing. Anyone using the toilet from outside will follow the signs round the the back of the pub and go in and out that way</p> <p>Capacity Customers will be reminded with signs outside the toilets to keep to the distancing guidelines</p>

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		Contractor visits - to reduce the risk of transmission through contact with objects or contractors which come into the pub	<p>Arrival All contractors to arrive at rear entrance or front entrance with risk assessment and appropriate PPE</p> <p>Health Check Must ensure they are not showing signs of Covid-19</p> <p>Safe Distancing Staff member to brief contractor on safe distancing rules, witness use of hand sanitizer on entry and advise on requirement to wash hands at 30 minutes intervals during their time on site. Wherever possible all contractor visits to be carried out outside of trading hours</p>

Date 28th June
Review period 2 months
Assesors name Nicola Storey
Position - Company Director
Signature N Storey