

## **COVID-19 RISK ASSESSMENT FOR HIRERS OF THE CADBURY HALL**

This sample document is a guide to help you produce your own COVID-19 risk assessment for Cadbury Hall. It is intended as a supplement to your group's ordinary Risk Assessment. Please add any other areas of risk which you identify in the space below. Please return to FCA.

<b>Area of Risk</b>	<b>Risk identified</b>	<b>Actions to take to mitigate risk</b>	<b>Notes</b>
<b>Cleanliness of hall and equipment, especially after other hires</b>	Hall cleaner or previous hirers have not cleaned hall or equipment used.	<b>Check board for when hall was last cleaned.</b> <b>Make sure regularly used surfaces are cleaned before hire e.g. tables, sinks, door and toilet handles.</b>	No food allowed in the hall. Bring your own drinks.
<b>Managing social distancing, especially people who may be vulnerable</b>	People do not maintain 2m social distancing or 1m plus mitigating actions.	<b>Ensure group complies with social distancing as far as possible, and uses one-way system.</b> <b>Send people home who do not comply.</b> <b>Limit number using toilets to one at a time.</b>	
<b>Respiratory hygiene</b>	Transmission of Covid-19 to other members of group	<b>Wear a face covering at all times.</b> <b>Advise group to avoid touching mouth, eyes, nose.</b> <b>Catch It, Bin It, Kill It" and bring tissues.</b> <b>Ask all to put tissues into a bin or disposable rubbish bag, then wash or sanitise hands.</b> <b>Maximise ventilation.</b>	You do not need to wear a face covering if it would affect your ability to take part in strenuous exercise.  Hall to provide hand sanitiser, but it's sensible to have your own.
<b>Hand cleanliness</b>	Transmission of Covid-19 to other members of group and premises	<b>Use sanitiser on entering and exiting the hall.</b> <b>Wash hands regularly using soap and paper towels.</b>	
<b>Someone falls ill with COVID-19 symptoms</b>	Transmission of Covid-19. Contact details not available for Test and Trace.	<b>Move person home or move to kitchen.</b> <b>Follow instructions, obtain contacts, inform hall.</b>	Covid-19 first aid kit and Covid-19 action plan available.
<b>Specific requirements of my group</b>	Increased risk from not meeting conditions relating to numbers, vulnerability, activity type etc.		