

**25-31 COVID-19 (Coronavirus) Risk Assessment (UK)**

Assessor Name(s):		Title:		Signature:		Site Address:	
Robert Cavallo		Director					
Document Ref: 25-31V1		Date: 27 th March 2020		Review Date: Monthly or after significant changes or official advice (i.e. NHS or UK Government)			
Summarise scope:		COVID-19 Coronavirus Workplace Risk Assessment					
Note: This document covers the risk assessment for the above-named business and premises. It will be reviewed regularly and after any requests from a legitimate source i.e. H&S inspector, Fire Officer; Director, HNH, UK Government etc. or after any changes in legislation that requires a review or revision.							
Revision Number:		Date:		Revision Number:		Date:	
						Notes	

Risk Assessment Process:**Step 1.** Identify the Hazards and the Risks.

For example, hazards may include: manual handling; electrical; lone working; gas; chemicals; hot work; transport; work at height; asbestos etc. Risks may include: cuts; sprains; backache; diseases; severe injuries; fatality etc.

Step 2. Identify who may be at risk.

For example: staff; residents; contractors, visitors etc. [Also identify if anyone is deemed 'more at risk.' For example: people with disabilities; the very young; new starters; pregnant workers; non-English speakers etc.]

Step 3. List current working Controls in place that eliminate/reduce/control the risks identified.

For example: training; supervision; safety signs; policies; maintenance; cleaning; PPE (personal protective equipment); guarding; access etc.

Step 4. Assess "L" the LIKELIHOOD of an accident or incident and assign a number here.

Use: 1 = It's Unlikely an accident will occur; 2 = It's Possible an accident will occur; 3 = It's Probable an accident will occur.

Step 5. Assess "C" the probable CONSEQUENCES of an accident/incident and assign a number.

Use: 1 = Minor harm or damage; 2 = Medium harm or damage; 3 = Major harm or damage.

Step 6. Assess the final "RR" RISK RATING by multiplying L x C.

You will get a number where: 1 - 2 = GO: No further action required; 3 - 6 = CAUTION: *Acceptable but ensure effective controls remain in place and consider improvements where possible*; 9 = STOP: *Use other controls to lower the risks then monitor on a very regular basis*



Step 7. Is further action required? If yes, indicate by whom and by when.


Ensure all relevant persons (i.e. staff, contractors, clients, visitors etc.) are informed of this assessment (if it affects them).



Risk Rating Chart:		C = Consequence if incident occurs		
L = Likelihood of incident occurring		Minor Harm 1	Medium Harm 2	Major Harm 3
Unlikely 1		1	2	3
Possible 2		2	4	6
Probable 3		3	6	9
Multiply L x C to give you your final Risk Rating (RR)				
Traffic Light Risk Rating (RR):		Risk Ratings 1 to 2: GREEN = GO	Risk Ratings 3-6: AMBER = CAUTION	Risk Rating 9: RED = STOP
		No further action required	Acceptable if effective controls are in place but monitor and improve where possible	Use other controls to lower the risks then monitor on a very regular basis

Risk Assessment:

Step 1 Hazard and risks	Step 2 Who may be harmed? [Identify anyone 'more at risk']	Step 3 List the current Controls and recommendations in place to eliminate and/or reduce and control the risks identified:	Step 4 L Likelihood	Step 5 C Severity	Step 6 LxC= RR Risk-Rating	Step 7 If further action is required, say by whom and when.
Coronavirus (COVID-19 / CV19): General at work for employees: In some circumstances, this virus can lead to a serious or fatal disease.	Employees The elderly Those with weakened immune systems Those in the vicinity	The company is following current advice as issued by: https://www.nhs.uk/conditions/coronavirus-covid-19/ and https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response . The company has advised all employees of the current best practice advice as follows: The best prevention against catching any virus, including coronavirus, remains a robust attention to your personal hygiene i.e. regular hand washing for at least 20 seconds with hot water; using tissues to catch coughs and sneezes; cleaning mobile phones and items you touch regularly etc. Maintain a distance of at least 2m from others.	2	2	4 	If you feel unwell at any time, self-isolate at home and dial the NHS 111 service.

Step 1 Hazard and risks	Step 2 Who may be harmed? [Identify any- one more at risk]	Step 3 List the current Controls and recommendations in place to eliminate and/or reduce and control the risks identified.	Step4 L Likeli- hood	Step5 C Conse- quenc es	Step6 LxC= RR Risk- Rating	Step 7 If further action required, say by whom and when.
		<p>Use antibacterial handwashes regularly followed by hand sanitisers.</p> <p>In some cases (i.e. where emergency work must be carried out and you find yourself at greater risk for some reason) take additional precautions. Wear a face mask when less than 2m from others. Use a FFP3 if possible. If not available, then a FFP2 or FFP1 or a surgical mask and dispose of these regularly. NEVER share a mask and to be effective, you must be clean shaven and trained.</p> <p>Carry disposable tissues and a hand sanitiser at all times in case these are not available in your work vicinity.</p> <p>Regularly clean your equipment (i.e. keyboard, tools etc.)</p> <p>Be aware of your personal hygiene at all times.</p> <p>Do not shake hands with clients or customers and maintain the 2m distance rule where possible.</p> <p>The Company is now ensuring that common areas are cleaned more regularly during the course of the week.</p> <p>Should I wear gloves?</p> <ul style="list-style-type: none"> ▪ Beware, as gloves can give a false sense of security. ▪ If your gloved hand touches a contaminated surface, your glove will spread that to other surfaces you touch – even you face. ▪ If you do wear gloves, dispose of them regularly and immediately in a closed bin. ▪ Gloves worn for too long can start to harbour germs in between the glove and on your hands. ▪ Wash your hands immediately after removing your gloves. ▪ Try and use barrier creams after washing your hands. 				
<p>Coronavirus (COVID-19 / CV19): Risk to lone workers: In some circumstances, delayed assistance may increase the risks to lone workers.</p>	Lone workers.	<p>Lone working site-specific risk assessment to be in place prior to lone working. Hourly communication to be in place with emergency procedures in the vent of no contact. Ensure adequate site lighting. Lone working permitted only in safe working environments. Mobile phone and charger carried at all times on remote sites. Travel first aid kit in all work vehicle. Reduce time spent working alone so far as is possible. Only agreed tasks to be undertaken alone.</p> <p>he best prevention against catching any virus, including coronavirus, remains a robust attention to your personal hygiene i.e. regular hand washing for at least 20 seconds with hot water; using tissues to catch coughs and sneezes; cleaning mobile phones and items you touch regularly etc.</p> <p>Use antibacterial handwashes regularly followed by hand sanitisers.</p> <p>Should I wear gloves?</p> <ul style="list-style-type: none"> ▪ Beware, as gloves can give a false sense of security. ▪ If your gloved hand touches a contaminated surface, your glove will spread that to other surfaces you touch – even you face. ▪ If you do wear gloves, dispose of them regularly and immediately in a closed bin. ▪ Gloves worn for too long can start to harbour germs in between the glove and on your hands. ▪ Wash your hands immediately after removing your gloves ▪ Try and use barrier creams after washing your hands. 	2	2	4 	If you feel unwell at any time, self-isolate at home and dial the NHS 111 service.
<p>Coronavirus (COVID-19 / CV19): Visiting Clients at other business workplaces: In very rare</p>	Employees The elderly Those with weakened immune systems Those in the vicinity	<p>It's probable that the Client will be ensuring their property is cleaned more regularly during the current issues but the best prevention against catching any virus, including coronavirus, remains a robust attention to your personal hygiene i.e. regular hand washing for at least 20 seconds with hot water; using tissues to catch coughs and sneezes; cleaning mobile phones and items you touch regularly etc.</p>	2	2	4 	If you feel unwell at any time, self-isolate at home and dial the NHS 111 service.

Step 1 Hazard and risks	Step 2 Who may be harmed? [Identify any- one more at risk]	Step 3 List the current Controls and recommendations in place to eliminate and/or reduce and control the risks identified.	Step4 L Likeli- hood	Step5 C Conse- quenc es	Step6 LxC= RR Risk- Rating	Step 7 If further action required, say by whom and when.
<p>circumstances, this virus can lead to a serious or fatal disease.</p>		<p>Maintain a distance of at least 2m from others.</p> <p>In some cases (i.e. where emergency work must be carried out and you find yourself at greater risk for some reason) take additional precautions. Wear a face mask when less than 2m from others. Use a FFP3 if possible. If not available, then a FFP2 or FFP1 or a surgical mask and dispose of these regularly. NEVER share a mask and to be effective, you must be clean shaven and trained.</p> <p>Carry disposable tissues and a hand sanitiser at all times in case these are not available in your work vicinity</p> <p>Be aware of your personal hygiene at all times.</p> <p>Do not shake hands with clients or customers and maintain the 2m distance rule where possible.</p> <p>Some Clients may ask you to take additional safeguarding measures on their property so you must cooperate with these requirements as much as possible.</p> <p>If you personally have ANY symptoms of the Coronavirus (a cough, a high temperature or shortness of breath) then go home and dial NHS 111 for further advice.</p> <p>Should I wear gloves?</p> <ul style="list-style-type: none"> ▪ Beware, as gloves can give a false sense of security. ▪ If your gloved hand touches a contaminated surface, your glove will spread that to other surfaces you touch – even you face. ▪ If you do wear gloves, dispose of them regularly and immediately in a closed bin. ▪ Gloves worn for too long can start to harbour germs in between the glove and on your hands. ▪ Wash your hands immediately after removing your gloves ▪ Try and use barrier creams after washing your hands. 				
<p>Coronavirus (COVID-19 / CV19): Visiting Clients at their home address: In very rare circumstances, this virus can lead to a serious or fatal disease.</p>	<p>Employees The elderly Those with weakened immune systems Those in the vicinity</p>	<p>Check that no-one has the coronavirus symptoms or is self-isolating. If they have the symptoms, or are self-isolating, do not enter but call the office for further information.</p> <p>In some cases (i.e. where emergency work must be carried out and you find yourself at greater risk for some reason) take additional precautions. Wear a face mask when less than 2m from others. Use a FFP3 if possible. If not available, then a FFP2 or FFP1 or a surgical mask and dispose of these regularly. NEVER share a mask and to be effective, you must be clean shaven and trained.</p> <p>It's probable that the Client will be ensuring their property is cleaned more regularly during the current issues but the best prevention against catching any virus, including coronavirus, remains a robust attention to your personal hygiene i.e. regular hand washing for at least 20 seconds with hot water; using tissues to catch coughs and sneezes; cleaning mobile phones and items you touch regularly etc.</p> <p>Carry disposable tissues and a hand sanitiser at all times in case these are not available in your work vicinity</p> <p>Be aware of your personal hygiene at all times.</p> <p>Do not shake hands with clients or customers and avoid unnecessary close proximity where possible.</p> <p>Some Clients may ask you to take additional safeguarding measures on their property so you must cooperate with these requirements as much as possible.</p> <p>If you personally have ANY symptoms of the Coronavirus (a cough, a high temperature or shortness of breath) then go home and dial NHS 111 for further advice.</p>	2	2	4 	<p>If you feel unwell at any time, self-isolate at home and dial the NHS 111 service.</p>

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		<p>Should I wear gloves?</p> <ul style="list-style-type: none"> ▪ Beware, as gloves can give a false sense of security. ▪ If your gloved hand touches a contaminated surface, your glove will spread that to other surfaces you touch – even you face. ▪ If you do wear gloves, dispose of them regularly and immediately in a closed bin. ▪ Gloves worn for too long can start to harbour germs in between the glove and on your hands. ▪ Wash your hands immediately after removing your gloves ▪ Try and use barrier creams after washing your hands. 				
<p>Coronavirus (COVID-19 / CV19): Self-isolation at home: In very rare circumstances, you can pass this virus onto other home-users and that can lead to a serious or fatal disease.</p>	<p>Employees The elderly Those with weakened immune systems Those in the vicinity</p>	<p>Advice on how to self-isolate and access to an online checklist is here: https://www.nhs.uk/conditions/coronavirus-covid-19/ and https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response.</p> <p>Try to remain at a distance from other home users.</p> <p>Ensure the cleaning regime is robust and frequent.</p> <p>Continue a robust attention to your personal hygiene i.e. regular hand washing for at least 20 seconds with hot water after touching your face, eating, drinking, smoking, applying contact lenses etc.</p> <p>Use tissues to catch coughs and sneezes; cleaning mobile phones and items you touch regularly etc.</p> <p>Carry disposable tissues and a hand sanitiser at all times.</p> <p>Be aware of your personal hygiene at all times.</p> <p>Do not shake hands with other home users.</p> <p>If your symptoms persist or worsen, dial NHS 111 for further advice.</p> <p>Should I wear gloves?</p> <ul style="list-style-type: none"> ▪ Beware, as gloves can give a false sense of security. ▪ If your gloved hand touches a contaminated surface, your glove will spread that to other surfaces you touch – even you face. ▪ If you do wear gloves, dispose of them regularly and immediately in a closed bin. ▪ Gloves worn for too long can start to harbour germs in between the glove and on your hands. ▪ Wash your hands immediately after removing your gloves. ▪ Try and use barrier creams after washing your hands. 	2	2	4 	<p>If your symptoms persist or worsen, dial NHS 111 for further advice</p>
<p>Coronavirus (COVID-19 / CV19): Domestic or international travel: In very rare circumstances, this virus can lead to a serious or fatal disease.</p>	<p>Employees The elderly Those with weakened immune systems Those in the vicinity</p>	<p>It's probable that the most services that you use for any travel (i.e. mini-cabs, trains, public transport, airplanes. Ferries etc.) have now either ceased or put in place enhanced cleaning regimes but the best prevention against catching any virus, including coronavirus, remains a robust attention to your personal hygiene i.e. regular hand washing for at least 20 seconds with hot water; using tissues to catch coughs and sneezes; cleaning mobile phones and items you touch regularly etc.</p> <p>Maintain a distance of at least 2m from others.</p> <p>Carry disposable tissues and a hand sanitiser at all times in case these are not available in your work vicinity</p> <p>Be aware of your personal hygiene at all times.</p> <p>Do not shake hands with others and avoid unnecessary close proximity where possible.</p> <p>Some services may ask you to take additional safeguarding measures so you must cooperate with these requirements as much</p>	2	2	4 	<p>If you feel unwell at any time, self-isolate at home and dial the NHS 111 service.</p>

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		<p>as possible.</p> <p>Avoid unnecessary travel – especially international travel if possible and always check the latest travel information from the government: https://www.gov.uk/foreign-travel-advice</p> <p>In some cases (i.e. where emergency work must be carried out and you find yourself at greater risk for some reason) take additional precautions. Wear a face mask when less than 2m from others. Use a FFP3 if possible. If not available, then a FFP2 or FFP1 or a surgical mask and dispose of these regularly. NEVER share a mask and to be effective, you must be clean shaven and trained.</p> <p>If you personally have ANY symptoms of the Coronavirus (a cough, a high temperature or shortness of breath) then go home and dial NHS 111 for further advice.</p> <p>Should I wear gloves?</p> <ul style="list-style-type: none"> ▪ Beware, as gloves can give a false sense of security. ▪ If your gloved hand touches a contaminated surface, your glove will spread that to other surfaces you touch – even you face. ▪ If you do wear gloves, dispose of them regularly and immediately in a closed bin. ▪ Gloves worn for too long can start to harbour germs in between the glove and on your hands. ▪ Wash your hands immediately after removing your gloves. ▪ Try and use barrier creams after washing your hands. 				