Covid 19 Risk Assessment and Mitigation Activities

General Principals

All reasonable efforts must be made to minimise the risk of passing on infection to customers, staff, and suppliers on the premises. Preventative measures can take the form of; social distancing, the wearing of face masks (to protect others), the wearing of visors (to protect the wearer), screens, seating arrangements, ventilation, restricted opening hours and or numbers within the premises and temperature testing. Preventative measures to be made as simple and easy to follow as possible to encourage compliance.

Risk Assessment

The impact of anyone entering the premises with a COVID 19 infection is high and will result in the premises being closed for isolation, deep cleaning and staff testing. The likelihood of this happening depends of the local alert state and management of risk around each category. Impact and likelihood are measured on a scale of 0-5, where 0 represents no risk and 5 represents the highest risk.

Ref	Risk	Likelihood	Impact	Risk Factor
1	Infected customer	1	5	5
2	Infected staff	1	5	5
3	Infected supplier	4	2	8
4	Other source of infection	1	5	5
5.	Outbreak within the locality	1	3	3

1,   The vast majority of customers are local to the Kirton area. During the height of the pandemic incidences of Covid 19 infections locally were below that of East Suffolk Council area therefore we can draw the conclusion that monitoring the rate in the district is sufficient to establish the likelihood of this risk arising.

2.   Management and staff all live and work locally, this minimises this risk as per (1) above.

3.   Visiting suppliers or technicians normally deliver outside of opening hours and have no contact with customers, and generally only one member of management or staff. Visits/deliveries are made in a socially distanced manner, visits to suppliers are managed according to the suppliers rules, this involves wearing masks, sanitising hands and social distancing.

4.   Animals are the principal additional source of infection, however it has been shown that the possibility of cross contamination is slight to impossible.

5.   A local outbreak (such as at the nearby school) will be notified to all within the vicinity and can be dealt with according to the severity at the time by increasing the local risk level.

General precautions:
- Single point of entry to the premises
- Regular hand washing

- Hand sanitisation
- Advising customers to observe social distancing where possible and practical, eg, 1 out 1 in for the toilet facilities.
- Sanitisation of vacated tables and chairs.
- Regular sanitisation of the commonly touched areas eg bar top, door handles.
- Clean glass every time.
- Customers to be encouraged to remain seated within the premises and only mix in a socially distanced way.

Mitigation

The risk associated with a local incidence of a Covid 19 outbreak must be assessed within the context of the prevalence of the virus in the local area and further measures introduced as and when required.

Measurement of Local Risk

The 7 day rolling infection rate per 100,000 population in the local area is taken weekly from https://coronavirus.data.gov.uk/cases lower tier LA (District Council) statistics and the risk level assessed as follows:

7 day rolling average	Risk Level
0-500	Low
500-1,000	Medium
1,000+	High

Additional measures according to local risk level.

Low Risk

- Check the temperature of all people entering the premises using an electronic non contact thermometer.
- ALL visitors to enter their details into track and trace.
  - Encourage everyone to use the NHS Covid 19 track and trace app and make use of the QR code the "check in".
  - In the absence of the app, all customers to fill in their details on the track and trace sheets. Two sheets to be in operation, a "regulars" sheet, allowing them to enter their details once a week, and simply tick a box when they visit the premises, and a "non regulars" sheets capturing details on a per visit basis. Data to be retained for 21 days, then securely destroyed.
- Restriction of the number of tables and chairs to achieve 1m social distancing within the premises.
- Use of disposable "beer mats".
- Adoption of the current government advice /rules on maximum party size.

Medium Risk

- Relocate hand sanitisation to **outside** the entry point.
- Supervise the entry point and check the temperature of all people **before** entering the premises using an electronic non contact thermometer.
- Increase the distance between tables to 2m.

- Customers to wear face coverings when approaching the bar, moving around the premises, or making use of the toilet facilities.
- Management and Staff to have a Covid 19 test every two weeks when available.

High Risk

- Pre booked visits only
- Visits limited to 90 minutes per booking.
- Premises close at 10pm.
- Segregate bar and service staff.
- Only bar staff handle clean glasses.
- Only service staff handle used glasses.
- Table service only with the use of trays.
- Card payments only.
- Staff who come within 2m of customers to wear visors and sanitise hands after each contact.

Mitigating actions discounted as impractical or pointless.

The following mitigating activities have been considered, and reject for the reasons set out below.

Installation of screens on the bar.	Many clients are elderly and hard of hearing, screens would unfairly discriminate against them. A temporary barrier has been erected at the bar to ensure customer stay more than 1m from bar staff when being served or paying for drinks.
Wearing of visors.	This is only introduced at the high state of risk due to the reasons stated above for screens
Installation of screen between tables	There is severely limited space within the venue and all tables are positioned to ensure back to back, or side to side contact with adjacent tables which are set at a minimum of 1m apart.
Foot operated sanitisers	Evidence from other local venues shows a reluctance to use these devices as they tend to spray sanitiser all over the clothes of clients. Multiple hand pumped sanitisers are provided instead.
Online ordering	Many clients are elderly and without a smart phone, they would be handicapped by an online ordering system. There is no standing at the bar, and there is clear space for social distancing when ordering from the bar. By ordering at the bar/ or from the table, clients can run a tab for the evening and pay once, minimising the risk of passing on any infection at this time.

Current Risk Level – East Suffolk District

Date	Cases	Risk Level
20/9	382.4	Low

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