

Covid-19 Risk Assessment for the safe management of groups in each venue

This risk assessment identifies normal group activities which may potentially be hazardous if they are not well managed, therefore placing members at risk of contracting Covid-19.

Dementia Active will ensure that everyone who attends sessions understands that if they or anyone in their household has COVID-19 symptoms they MUST NOT attend sessions for a period of 14 days, unless a negative test result is received during this period.

Dementia Active will communicate with all group members in the event of reported family concerns about the health of a group member following a session. That person's right to privacy will be maintained.

Dementia Active will collaborate closely with the management committees of all the venues used, in order to comply with the requirements of each of the providers as these may vary from location to location.

The following risk assessment covers all activities provided by Dementia Active. Any additional measures required by venues will be communicated to the members who attend that venue.

Identified Hazard	Risk	Actions to mitigate risk
The Covid virus is present on surfaces in a venue	Virus is passed on to users of the venue	<ul style="list-style-type: none"> ▪ Prior to the start of the session - thorough cleaning of surfaces which members are likely to come into contact with e.g. furnishings, toilet areas, door handles, plastic seating. ▪ Dementia Active will provide disposable plastic covers for fabric covered seats. ▪ On arrival members will be encouraged to use antibacterial hand gel as they enter the building. ▪ At the end of the session, there will be a similar thorough clean of surfaces as above.
The Covid virus is present on crockery belonging to community halls.	Virus is passed on to users of the venue	<ul style="list-style-type: none"> ▪ Wash communal crockery before the session or use Dementia Active crockery.
A member may have Covid-19 symptoms but not be aware of this.	Transmission of the virus from one person to other members in the group including staff.	<ul style="list-style-type: none"> ▪ Members will have their temperature checked prior to being transported to sessions. ▪ Those members who have their own transport will have had their temperature taken at home or on arrival at a venue.
A member may have Covid-19 but be asymptomatic.	Transmission of the virus from one person to other members in the group including staff.	<ul style="list-style-type: none"> ▪ Members will be spaced apart at tables which have been arranged before the session begins. Please see government guidance on the 2 metre rule for people with a 'health condition': https://www.gov.uk/government/publications/coronavirus-covid-19-meeting-with-others-safely-social-distancing/coronavirus-covid-19-meeting-with-others-safely-social-distancing * see below ▪ Members will sit in the same seats at each session, hence minimising the number of people they are in contact with.

		<ul style="list-style-type: none"> ▪ People will be encouraged to speak quietly during the sessions and the reason for this will be explained and repeated if need be. ▪ All activities will be seated and will not include singing, dancing or physical activity. ▪ Activities will be planned so as to avoid the sharing of equipment. Felt tip pens and crayons will be wiped with disinfectant wipes at the end of each session. ▪ Group leaders and volunteers will wear face masks when they need to come closer to members than 2 metres, for instance when assisting someone with mobility issues or when serving food and drinks. However in order to help members to feel relaxed and comfortable, the staff team will not wear masks as long as they are able to maintain 2 metre distancing. ▪ Doors and windows will be open (weather permitting) to ensure good air circulation. ▪ The staff team will ensure that tissues and all waste from the session is properly disposed of according to the requirements of the venue
Transmission of the virus from person to person in a dementia setting.	The level of risk is increased as people with dementia may not fully understand the considerable changes in circumstances which have taken place since they last attended groups. They have been living in their own family bubbles and therefore may have experienced little change in their day to day living.	<ul style="list-style-type: none"> ▪ When groups start up again, there will be discussion about the impact Covid-19 has had on member's own lives and that of their families as well as in the wider world e.g. shopping/using public transport. This will provide some context as to why the groups need to be run differently. ▪ It may be necessary to explain frequently the reasons why things are different. ▪ Members may need gently reminding of the 2 metre distancing rule. ▪ Members will be encouraged to avoid touching their faces. ▪ Tissues and hand sanitiser will be provided.
Serving refreshments and lunch.	Transfer of the virus at mealtimes through contamination of food.	<ul style="list-style-type: none"> ▪ Meals – a light lunch consisting of plated sandwiches, crisps, cake. This will be pre-prepared on a disposable paper plate and wrapped in cling film so there is no risk of contamination of food during the session. ▪ We will provide individually wrapped biscuits for tea breaks. ▪ Mugs provided by venues will be washed both before and after use.
A person complains of feeling ill	They may be developing Covid-19, therefore putting others at risk.	<ul style="list-style-type: none"> ▪ Isolate the person from the rest of the group. ▪ Ensure that they are as comfortable as possible and try to reassure them. ▪ Contact family requesting that they are collected and taken home, ▪ Or transport the person home if there is someone at home to receive them. ▪ Allocate a volunteer to be with them whilst they are waiting. ▪ Inform the booking secretary of the venue. ▪ Contact families of all the members to say that they may have been exposed to the virus. ▪ Dementia Active has full contact details of members if Track and Trace need to be contacted.

		<ul style="list-style-type: none">▪ Carry out all the usual cleaning routines after the session paying particular attention to the places which the member may have touched.
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Andy Gill – Director
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*** Please note that whilst Dementia Active will endeavour to ensure that members maintain some level of social distancing, people who have dementia are exempt from having to wear masks and their condition means that they are unlikely to either understand or remember social distancing rules. Government guidance in the link acknowledges this:**

‘It may not always be possible or practicable to maintain social distancing when providing care to a young child, or person with a disability or health condition. You should still limit close contact as much as possible when providing these types of care, and take other precautions such as washing hands and opening windows for ventilation.’

Therefore the entirety of all of the precautions we are implementing is intended to mitigate the risk posed by members not being able to keep 2 metres apart. Whilst keeping people safe is an absolute priority, so is the fundamental purpose of Dementia Active groups, which is to stave off cognitive decline by engaging members in a range of activities.

Carers/ Members’ families must agree to following the terms below before booking or attending a session.

I understand that the person I am responsible for must not attend any Dementia Active sessions if they have been ill with Covid-19 symptoms. Government advice stipulates a 14 day period of self isolation unless a negative test for Covid has been received.

Similarly I understand that if anyone in the member’s household or contacts has been ill with Covid-19 symptoms they must not attend for a period of 14 days.

I have read the Covid-19 Risk Assessment for Dementia Active Groups.