

WOODLANDS PARK CLUB & RESTAURANT

COVID-19 Risk Assessment

The following assessment looks at how the club will potentially manage the risk of COVID-19 when the club reopens on Monday 3rd August 2020.

All government guidance will be followed, and this risk assessment looks at how this can be implemented. This assessment looks at all scenarios and offers a reasonable and practical control measure.

People exposed and at risk:

Staff – Customers – Visitors – Contractors – Members of the public

HAZARDS:

Spreading COVID-19 amongst staff:

By having no controls in place, the risk of someone bringing in the disease and spreading it further is possible.

Spreading COVID-19 to the wider public community:

Having no controls in place will allow COVID-19 to enter the premises and not be controlled. This could be then spread around the local community and possibly further. This uncontrolled hazard will lead to civil and criminal investigation, claims and prosecutions.

Increased violence and aggression:

The public are not necessarily used to being told what to do and the effects of alcohol differ from person to person so the risk of violence and aggression increases.

CONTROL MEASURES:

Entry to premises:

Keeping COVID-19 out is our first line of defence so every person entering the premises will be asked if they have any symptoms and their body temperature taken. Anyone showing symptoms will be refused entry. Clear instructions and guidance given to customers on entry.

Fitness to work forms:

Before returning to work and at the start of every shift all staff will be required to complete a fitness to work form to include signs of COVID-19. It is also a requirement for staff to notify management if they or a household member is displaying symptoms.

Excellent personal hygiene practices by all employees:

All staff members to wash their hands at the beginning, during and after shifts. They will be actively encouraged to clean their hands after every task completed. Contractors and visitors will be instructed to wash their hands when entering the premises. Customers will be reminded as well with clearly visible sanitiser stations and signage. Good personal hygiene practises should be discussed for home life as well so that good personal hygiene is not just practised at work but at home as well.

Outdoor areas:

Use of outdoor areas to be encouraged

No children allowed in the main bar/games room area:

To help maintain social distancing children are only allowed in the restaurant with a pre-arranged family booking.

Toilets:

Toilets to be monitored and a one in one out system operating. No more than two people in the toilets at any time. Some urinals and sinks will be out of use to allow for social distancing. An enhanced cleaning schedule will operate.

Hand wash facilities behind the bar:

Hand wash facilities, sanitiser and wipes are provided for staff behind the bar.

Zoning of working environments:

Where possible working areas will be zoned, and staff to have their own till. Staff will only be allowed into other areas after hand washing and only if totally required.

Perspex barriers at service points:

To provide a physical barrier, service points will have a Perspex screen, this will give better protection to employees when they are most likely to be in contact with the public.

Face visors:

This risk assessment does not determine the need for additional PPE. However, masks, gloves and face visors are provided for personal use if a member of staff wishes to wear them by personal choice.

NHS Test and Trace:

All persons/family groups will be required to leave their name and contact details on entry.

Maintenance of social distancing:

Whenever possible the 2m social distancing shall be implemented. When this is not possible 1m+ will be implemented with mitigating controls in place, such as perspex screens at service points.

Seating layout:

All seating has been positioned in such a way that social distancing is maintained. Customers will not be allowed to move tables and chairs.

Hand sanitising stations:

Hand sanitising stations are positioned at all entrances and throughout the premises with signage to encourage members and visitors to sanitise their hands as they enter, during their stay and when leaving the premises.

Majority of payments to be taken by contactless payments:

Clear communication at the point of entry to encourage people to pay by contactless payment. Cash will not be refused but the employee must wash or sanitise their hands after each cash transaction.

Traffic flow and markings to maintain social distancing:

A one-way entry and exit system will operate with floor markings in place to allow customers to queue for the bar whilst still maintaining social distancing.

Violence and aggression:

Anyone showing any signs of aggression to anyone will be refused service and asked to leave.

Minimising touch points:

The premises will have enhanced cleaning and sanitising of touch points and consideration will be given to propping open doors, for better ventilation and so people do not need to touch them. Internal fire doors DO NOT apply and must be kept closed.

Minimising music noise:

To avoid people shouting and increasing the potential of spreading germs, music and television noise levels will be kept to a minimum.

Restaurant bookings only:

To maintain social distancing, we will only take restaurant table bookings in advance.

Table service only:

All food will be served to the table by staff using disposable napkins to hold the plate. There will be no self-service carvery until restrictions are lifted.

Snooker:

Social distancing to be maintained when playing.

Only two players allowed at any time. Players to hand sanitise and use their own personal cues (no public cues).

A one way system round the table to be used.

Snooker balls, table, scoreboard and any table rests used to be sanitised when players change.

Bingo:

Social distancing to be maintained when playing.

Ticket seller to hand sanitise before and after selling tickets.

Ticket seller to sell tickets in blocks to the table to avoid unnecessary queues and reduce contact.

Used tickets to be collected by the seller and placed in a bin set aside for that purpose.

Bingo caller to call numbers from a safe distance and to hand sanitise before and after each game, also to sanitise the machine and microphone before and after use.

Players to refrain from shouting and should raise their hand when calling HOUSE.

Darts:

Social Distancing to be maintained at all times.

Only two players allowed at any time.

Players must use their own personal darts (no public darts)

Players to hand sanitise before and after playing.

The dartboard and scoreboard to be sanitised when players change.

Lottery ticket machine:

Machine to be placed in a suitable place to maintain social distancing.

Players to hand sanitise before using machine.

All used tickets to be placed in a bin set aside for that purpose.

Risk Assessment completed by David Dinnie on 20th July 2020.