# Covid-19 Risk Assessment

## Company name: Silver Designed Personally Assessment carried out by: Sara Powell

## Date of next review: 01 November 2020 Date assessment was carried out: 01 April 2021

This risk assessment covers silver jewellery making workshop sessions and takes into account:

* The workshop is on private premises
* The workshop is in the garden
* The general public do not have access to the workshop or premises
* There are no mixed workshop sessions
* All workshops are private and where there is more than one person, they are known to each other and chose to come together
* No more than 6 people will be allowed in the workshop

| What are the hazards? | Who might be harmed and how? | What are you already doing to control the risks? | What further action do you need to take to control the risks? | Who needs to carry out the action? | When is the action needed by? |
| --- | --- | --- | --- | --- | --- |
| **Spread of Covid-19 Coronavirus** | Workshop Session Participants & Owner | **Hand Washing**   * Hand washing facilities with soap and water in place. * Stringent hand washing taking place. * See hand washing guidance. * <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/> * Drying of hands with disposable paper towels. * <https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/> * Gel sanitisers in any area where washing facilities not readily available | On a regular basis wash hands for 20 seconds with water and soap and drying with disposable towels. Remember to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available.  To help reduce the spread of coronavirus (COVID-19) remember the public health advice - <https://www.publichealth.hscni.net/news/covid-19-coronavirus> | All participants & owner | From re-opening after lockdown2 |
| **Spread of Covid-19 Coronavirus** | Workshop Session Participants & Owner | **Cleaning**  Frequently cleaning and disinfecting objects and surfaces using appropriate cleaning products and methods. | Remind participants in workshop sessions | Owner | From re-opening after lockdown2 |
| **Spread of Covid-19 Coronavirus** | Workshop Session Participants & Owner | **Social Distancing**  Reducing the number of persons in any workshop session to comply with social distancing guidelines:  <https://www.publichealth.hscni.net/news/covid-19-coronavirus>  <https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people>  No workshop sessions will be run for mixed groups, only private workshops will be run.  Redesigning processes to ensure social distancing in place. | Remind participants in workshop sessions | All participants & owner | From re-opening after lockdown2 |
| **Spread of Covid-19 Coronavirus** | Workshop Session Participants & Owner | **Wearing of Gloves**  Gloves are optional (but recommended) and will be provide to all workshop participants if required. Participants will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. | Participants to be advised that wearing of gloves is not a substitute for good hand washing. | Participants | From re-opening after lockdown2 |
| **Spread of Covid-19 Coronavirus** | Workshop Session Participants & Owner | **Wearing of Masks / Face Shields / Face Coverings**  Face coverings are optional (but redommended0 and will be provide to all workshop participants if required. Participants will be instructed on how to don and remove face coverings carefully to reduce contamination and how to dispose of them safely (where applicable). | Remind participants in workshop sessions | Participants | From re-opening after lockdown2 |
| **Spread of Covid-19 Coronavirus** | Workshop Session Participants & Owner | **Symptoms of Covid-19**  If advised that a previous participant has developed Covid-19 and recently attended a workshop session, Silver Designed Personally will follow the current procedures for reporting and identification of people who have been in contact with them and will take advice on any actions or precautions that should be taken.  <https://www.publichealth.hscni.net/> | Remind participants in workshop sessions | All participants & owner | From re-opening after lockdown2 |

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](http://www.hse.gov.uk/simple-health-safety/risk/)

Published by the Health and Safety Executive 10/19