



Carswells Devil in the Detail – Risk Assessment: Showroom Clean

Scope of Work

Document Information:

FIELD	VALUE
Risk Assessment ID	RA006U – Showroom Clean
Assessment Title	Showroom Clean
Company Name	Carswells Devil in the Detail
Assessment Date	11/04/2025
Location	Location: Mobile / Client Locations (Yards, Forecourts, Dealerships)
Last Reviewed	N/A (New Assessment)
Assessed By	Craig Carswell
Next Review (Latest)	11/04/2026

This risk assessment, conducted by Craig Carswell, covers tasks involved in showroom cleaning and maintenance – ensuring floors are safe and cars are presentable for customers across dealership sites.

Assessment Method

Reviewed HSE guidance & past assessments
Checked COSHH and training records
Site inspections
Consulted experienced staff

Work Method

General Procedure

Sign in on-site, wear PPE (hi-vis, boots, gloves, eyewear)
Team leader allocates showroom duties early – before public access
If Cleaning Showroom
Check floor machine for faults
Ensure area is clear
Display wet floor signs
Use equipment as per instructions
If Cleaning Showroom Vehicles
Use dry cloth for smudges/fingerprints
If needed, lightly mist with approved diluted cleaner
Clean/polish windows & trims
Apply wheel/tyre dressing
Chemical Use & COSHH
Only approved, labelled, diluted products used
Stored in colour-coded bottles
Tools are valeting-specific and fit for use
COSHH assessments available for all chemicals

This assessment follows HSE guidelines and is considered ‘suitable and sufficient’. Risks have been reviewed, affected persons consulted, and appropriate controls are in place. Remaining risks are low.

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed	
Hazardous Substances	Employees, contractors, visitors, or the public could suffer skin irritation, respiratory issues, or long-term health effects from chemical exposure during valeting.	<ul style="list-style-type: none"> ▪ Only authorised staff access chemicals. ▪ COSHH assessments and data sheets available. <ul style="list-style-type: none"> ▪ PPE (gloves, masks, workwear) issued. ▪ No eating/drinking during duties. ▪ Secure chemical storage with bunded COSHH cabinets. <ul style="list-style-type: none"> ▪ Products kept in original, labelled bottles. ▪ Safer alternatives used when available. ▪ Staff fully trained in safe chemical use. ▪ Display HSE posters near wash stations. <ul style="list-style-type: none"> ▪ Hand barrier creams provided. 	<ul style="list-style-type: none"> ▪ Ongoing review of product safety. ▪ Supervisor (Craig Carswell) to check compliance during site visits. ▪ COSHH cupboard key held by team leader. 	Craig Carswell	11/04/2025	

Carswells Devil in the Detail - Hazard: Hazardous Substances (Continued)

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Hazardous Substances (continued)	Employees, contractors, or visitors may suffer skin or respiratory harm, chemical burns, or illness from misuse, spills, or exposure to hazardous substances.	<ul style="list-style-type: none"> ▪ Staff trained in chemical handling – refresher training every 6 months. ▪ Toolbox talks on hazardous substances. ▪ Full PPE provided. ▪ Colour-coded bottles and signage used for clarity. ▪ Warning posters in place. ▪ Regular site checks and supervision by team leader. ▪ Used cloths disposed of during/after use to prevent buildup. ▪ Chemicals stored in janitor cupboard, away from public areas. 	<ul style="list-style-type: none"> ▪ Ongoing staff reminders via toolbox talks. ▪ Site leader (Craig Carswell or supervisor) to monitor safe use and disposal. 	Craig Carswell	11/04/2025

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Manual Handling	Employees, contractors, dealership staff, or visitors could suffer injury or fall ill with no one available to assist, causing delay in emergency response and worsening harm.	<ul style="list-style-type: none"> ▪ Restricted access to authorised staff. ▪ Lightweight vacuums and tools with long handles supplied. ▪ Floor cleaning via mechanical machines. ▪ Manual handling training on induction & 6-monthly refresh. ▪ Toolbox talks delivered regularly. ▪ Materials stored in easy-to-carry containers. ▪ Staff encouraged to pace tasks and take handling breaks. 	<ul style="list-style-type: none"> ▪ Expand use of upright stacker trucks across sites. ▪ Risk assessments for new/expectant mothers and new tasks. ▪ Craig Carswell to monitor posture risks and equipment use. 	Craig Carswell	11/04/2025

Carswells Devil in the Detail - Hazard: Lone Working/Jet Wash

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Lone Working	Employees may suffer illness or injury without assistance, leading to delayed medical attention.	<ul style="list-style-type: none"> ▪ Lone working avoided where possible. ▪ Electronic sign-in system shows who is on-site. ▪ Most work occurs in active showroom areas. ▪ Team members relocated from nearby sites if cover is needed. ▪ Regular contact maintained if staff are unexpectedly working alone. ▪ Site H&S responsibilities coordinated with dealership (e.g. first aid access). 	<ul style="list-style-type: none"> ▪ Ongoing monitoring of lone working by Craig Carswell. ▪ Ensure dealership has first aider on-site when Carswells staff are present. 	Craig Carswell	11/04/2025
Jet Wash	Employees or others may be struck or injured by high-pressure water.	<ul style="list-style-type: none"> ▪ Only trained operatives permitted ▪ Safety glasses provided ▪ PPE worn at all times ▪ Equipment checked and maintained ▪ Power adjusted as needed ▪ Only one person cleans a vehicle at a time 	<ul style="list-style-type: none"> ▪ Continued refresher training and visual safety signage 	Craig Carswell	11/04/2025

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Slips, Trips & Falls	Employees, contractors, visitors, or dealership staff may slip or trip, leading to injuries such as cuts, sprains, or fractures.	<ul style="list-style-type: none"> ▪ Access restricted to authorised staff. ▪ Wet floor signs used during and after mopping. ▪ Squeegee mops used for quick clean-ups. ▪ Cables safely routed to avoid tripping hazards. ▪ Floor machines are battery-operated. ▪ High standard of housekeeping maintained. ▪ Spillages/leaks addressed quickly. 	<ul style="list-style-type: none"> ▪ Encourage use of S3 SRC-rated work boots for anti-slip protection. ▪ Continued supervision and site checks (Craig Carswell - Ongoing). 	Craig Carswell	11/04/2025

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Electricity	Employees, contractors, visitors, dealership staff – risk of electrocution, burns or fatality from electrical contact.	<ul style="list-style-type: none"> ▪ Authorised access only. ▪ All portable appliances PAT tested. ▪ Tools selected for wet-safe use. <ul style="list-style-type: none"> ▪ Visual checks and regular inspections by management. ▪ Tools turned off when not in use. 	<ul style="list-style-type: none"> ▪ Request client's EICR (Electrical Installation Condition Report). ▪ Part of onboarding/tender checks (Craig Carswell – Ongoing). 	Craig Carswell	11/04/2025
Fire	Injury, smoke inhalation, or fatality if fire breaks out on site.	<ul style="list-style-type: none"> ▪ Access restricted. ▪ Fire detection/alarm systems in place. ▪ Coordination with dealership on fire safety, evacuation, and fire marshals. <ul style="list-style-type: none"> ▪ Full controls via dealership Fire Risk Assessment. 	<ul style="list-style-type: none"> ▪ Obtain and retain client Fire Risk Assessment. ▪ Confirm fire protocol during site induction (Craig Carswell – Ongoing). 	Craig Carswell	11/04/2025

Carswells Devil in the Detail - Hazard: Pedestrians (Struck by Moving Vehicles)

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Pedestrians: Struck by Moving Vehicles	Employees, visitors, and dealership staff could be struck by vehicles or machines, leading to injury or death.	<ul style="list-style-type: none"> ▪ Visitor site induction and restricted access areas clearly marked. ▪ High-vis worn by all valeting staff. ▪ Horns/hazard lights used when moving vehicles. ▪ Banksman guidance used in tight spaces. ▪ Painted walkways and handrails in place. ▪ Showroom shutters not used as walkways. ▪ Staff trained on mechanical cleaners. ▪ Floor machines are low-speed. ▪ No phone use during machinery operation. 	<ul style="list-style-type: none"> ▪ Ongoing monitoring and refresher training by Craig Carswell (Area Manager) every 6 months or when needed. 	Craig Carswell	11/04/2025

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Language Barriers	Workers without English as a first language may misunderstand instructions, leading to risk.	<ul style="list-style-type: none"> ▪ Peer mentoring: 'show and do' method. ▪ Staff demonstrate understanding of instructions. ▪ Multiple formats: verbal, signage, visual, etc. ▪ Translation by bilingual staff where possible. ▪ Translations considered where one nationality becomes predominant. 	<ul style="list-style-type: none"> ▪ Craig Carswell to review worker comprehension during onboarding and site checks. Ongoing. 	Craig Carswell	11/04/2025
Other Moving Vehicles	Employees, contractors, visitors & dealership staff - risk of being struck by other moving vehicles.	<ul style="list-style-type: none"> ▪ Authorised access only. ▪ Site rules: hazards on + horn use when moving vehicles. ▪ Verbal alerts used. ▪ High-vis worn at all times. 	<ul style="list-style-type: none"> ▪ Supervision and reminders by Craig Carswell to maintain awareness. Ongoing. 	Craig Carswell	11/04/2025

Carswells Devil in the Detail - Hazard: Work at Height/ Noise Exposure

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Work at Height	Employees or others may fall from ladders/steps when cleaning vehicle roofs, leading to injury.	<ul style="list-style-type: none"> ▪ Majority of work at ground level. ▪ Ladders/steps meet EN131 standards. ▪ Pre-use visual checks on ladders/steps. ▪ Water runoff mopped away before use. 	<ul style="list-style-type: none"> ▪ Craig Carswell to ensure regular checks and supervisor oversight. Ongoing. 	Craig Carswell	11/04/2025
Noise Exposure	Employees may suffer hearing damage or tinnitus due to excessive noise.	<ul style="list-style-type: none"> ▪ Showroom areas are generally quiet. ▪ Noise mainly from background music in the showroom. 	<ul style="list-style-type: none"> ▪ Monitor noise levels if significant changes occur. Review annually. 	Craig Carswell	11/04/2025

Carswells Devil in the Detail - Hazard: Violence & Aggression

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Violence & Aggression	Employees, contractors, visitors, or public may face threats, assault, or injury from intruders, co-workers, or customers.	<ul style="list-style-type: none"> ▪ Authorised access only ▪ No lone working (where possible) ▪ Well-lit site with CCTV ▪ Secure storage of keys ▪ Staff trained to call 999 if needed ▪ Staff advised to avoid conflict and report incidents ▪ Secure compounds and alarms 	<ul style="list-style-type: none"> ▪ Staff to report altercations to management. ▪ Craig Carswell to monitor safety protocols. Ongoing. 	Craig Carswell	11/04/2025

Carswells Devil in the Detail - Hazard: Maintenance Operations and Young Persons

Hazard	Who Might Be Harmed and How?	Existing Controls	Additional Controls Required?	Person Responsible / Target Completion	Date Completed
Maintenance Operations	Employees, contractors, visitors, or members of the public could suffer from cuts, bruises, amputations, or death due to maintenance issues or poor equipment.	<ul style="list-style-type: none"> ▪ Authorised access only. ▪ No vehicle maintenance by valeting staff. ▪ Red-tag system for defective equipment. ▪ PPE and defect reporting procedures. 	<ul style="list-style-type: none"> ▪ Craig Carswell to ensure compliance with procedures. Ongoing. 	Craig Carswell	11/04/2025
Young Persons	Young persons or inexperienced workers may have an increased risk of harm due to lack of experience, understanding of hazards, or process knowledge.	<ul style="list-style-type: none"> ▪ Induction training in hazard recognition, work procedures, and emergency protocols. ▪ Supervision and mentoring systems. ▪ Clear work instructions. 	<ul style="list-style-type: none"> ▪ Craig Carswell to monitor training and supervision of young/inexperienced workers. Ongoing. 	Craig Carswell	11/04/2025



Carswells Devil in the Detail – Risk Assessment: Showroom Clean - Sign-Off & Review


FIELD	DETAILS
Risk Assessment ID	RA006U – Showroom Clean
Assessed by:	Craig Carswell
Received by:	
On Date:	11/04/2025
Review:	Dealership/Site Specific (e.g., Showroom, Forecourt)

Version	Date	Updated by	Summary of Changes
1.0	11/04/2025	Craig Carswell	Initial assessment for Carswells Devil in the Detail
2.0			
3.0			
4.0			
5.0			

This Risk Assessment is developed in line with HSE guidelines and has been deemed suitable and sufficient. It reflects thorough checks and consultations, with all reasonably practicable control measures in place to ensure that the remaining risk is low.



Carswells Devil in the Detail - Showroom Clean Risk Assessment

NAME	Date	SIGNATURE
Craig Carswell	11/04/2025	

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