

BRACEBRIDGE HEATH PARISH COUNCIL

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Pavilion- COVID-19 risk assessment

COVID-19 is a respiratory illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

This risk assessment details the risks associated with the spread of COVID-19 from the pavilion and provides methods of controlling these risks. The government guidance for covid-19 has been reduced since the lifting of all national restrictions. Guidance is now limited to ensuring good hand hygiene, cleaning and ensuring good ventilation.

This risk assessment will be revised as needed in line with relevant guidance and changes in the law.

What are the hazards:

- Spread of COVID-19 (Coronavirus)

Who might be harmed?

- Staff
- Councillors
- Volunteers
- Contractors
- Members of the public who visit or use Council to premises and facilities

Key principles	Government guidance	Controls already in place	Additional controls	Action by who and when?
General maintenance issues following period of closure		Building checks have taken place throughout any period of closure including running water outlets to minimise risk from legionnaires.	Nil	Nil
Social distancing	Social distancing is no longer a legal requirement as of 19 th July 2021.	Capacity of the main hall to revert to normal: 60 Seated (no tables)	Nil	Nil

Key principles	Government guidance	Controls already in place	Additional controls	Action by who and when?
	<p>As a result, legal restrictions on capacity have been lifted.</p> <p>The government advises that individual responsibility for mitigating the spread of Covid-19 should be in place.</p>	<p>30 Seated (with tables) 120 Standing</p> <p>All areas of the building have been reopened. Hirers are expected to carry out a dynamic risk assessment for their event and put mitigation in place should they consider some areas to become too crowded. For example this may include incorporating a one-way system and using a fire exit as an entrance or exit.</p> <p>Hirers are encouraged to have good ventilation wherever possible by opening windows and doors.</p>		
<p>To ensure that toilets for hirers are kept open and to promote good hygiene, social distancing, and cleanliness in toilet facilities.</p>	<p>The Government advises:</p> <ul style="list-style-type: none"> • regular handwashing and hand sanitising. • Good ventilation • Regular cleaning 	<p>Good hygiene facilitated by</p> <ul style="list-style-type: none"> • ensuring suitable handwashing facilities including running water and liquid soap and suitable options for drying (either paper towels or hand dryers) are available. • Provision of cleaning equipment t hirers to encourage a 'clean as you go' approach. <p>Bookings must be made in advance even for training sessions. The booking must be accepted by officers before the session takes place.</p> <p>Facilities cleaner to clean as per schedule.</p> <p>Doors and windows to be opened wherever possible.</p>	<p>Nil</p>	<p>Nil</p>
<p>Hand hygiene</p>	<p>Signs and posters to:</p> <ul style="list-style-type: none"> - build awareness of good handwashing technique, - increase handwashing frequency - avoid touching your face and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available. <p>Hand sanitiser should be provided in multiple locations, such as reception areas, in addition to washrooms.</p>	<p>Hand washing facilities with soap and water in place using the disabled toilet and the sink in the kitchen area of the main hall.</p> <p>Hand sanitiser stations have been provided in entrances to buildings.</p> <p>Tissues available in community buildings to encourage 'catch it, bin it, kill it'.</p> <p>Posters and visual reminders of good hygiene practices are displayed in toilet and handwashing areas.</p>	<p>Nil</p>	<p>Nil</p>

Key principles	Government guidance	Controls already in place	Additional controls	Action by who and when?
Cleaning	<p>All surfaces should be cleaned regularly using standard cleaning protocols.</p> <p>Following a known or suspected case of COVID-19, specific guidance should be followed for cleaning.</p> <p>Encourage ventilation during use of the building.</p>	<p><u>Cleaning in general</u> Disposable cloths already in use. This will help to reduce the spread of the virus and reduces the need to take any washing to homes.</p> <p><u>Main hall</u> Frequent cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, key safe, reception area using appropriate cleaning products and methods.</p> <p>Disposable cleaning wipes are available to wipe down frequently touched surfaces regularly and before and after use.</p> <p>Cleaning materials are provided so that groups can clean before and after they use a facility. Adopting a 'clean as you go' process will ensure regular cleaning throughout the day. The HSE has stated that normal household cleaning fluids are suitable for use. Hirers to be made aware of the requirement to clean after use.</p> <p>Crockery and cutlery may be used. Food and drink is permitted.</p> <p>Items stored in the pavilion by groups and organisation to be kept to a minimum. This will reduce items that need to be cleaned by the facilities cleaner. Groups will be responsible for cleaning their own equipment.</p>	Nil	Clerk to provide addendum to terms of hire and make groups aware of changes in storage of equipment.
Face coverings	Face coverings are no longer legally required from 19 th July 2021.	<p>Face coverings are no longer required.</p> <p>Hirers should evaluate the risk for their own activities and request attendees use face coverings where appropriate.</p>	Nil	
Risk assessments		Risk assessments from hirers are no longer required. Hirers are expected to carry out a dynamic risk assessment of their activities and make adjustments as require.	Nil	
Symptoms of COVID-19	<p>Self-isolation is no longer required.</p> <p>Regular testing is no longer required.</p>	Hirers should encourage their customers/clients to stay at home if they are aware that they have Covid-19. Hirers should consider adjustments to their events if customers have symptoms of Covid-19 such as the use of face coverings.	Nil	
Test and trace	Test and trace no longer required	Nil	Nil	

Review history

Date	Version	Changes made
07.07.2020	V1.0	New document
10.08.2020	V1.1	Information about face coverings updated in line with legislation. Risk assessments required from all users/hirers in line with new guidance.
07.10.2020	V1.2	Updated with specific information about test and trace protocols. Government guidance section updated.
20.04.2021	V1.3	Updated to reflect new guidance for test and trace.
19.07.2021	V1.4	Updated to reflect change in legislation. Face coverings, social distancing and track and trace is no longer a legal requirement. Venue specific policies in place.
04/11/2021	V1.5	Limitations on room capacity removed. Changing rooms for men and ladies are reopened.
23/06/2022	V1.6	Removal of requirements for face coverings, hirer risk assessment, reduced capacity in changing rooms, addendum to terms and conditions of hire no longer in place.