

Barton & Redman Ltd Coronavirus (COVID-19) Risk Assessment

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

What are the hazards?

Spread of Covid-19 Coronavirus.

If an employee should fall ill

Anyone who either has a high temperature, a new persistent cough, loss of taste and/or smell or is within 14 days of the day when the first member of their household showed symptoms of Coronavirus (Covid-19) should not come into work, but must follow the guidance on self-isolation. A test must then be arranged.

If someone falls ill at work

If a worker develops a high temperature, a persistent cough or loss of taste and/or smell whilst at work they should ensure their manager/supervisor is informed and go home immediately. A test must then be arranged.

They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed, or they have had a confirmed NEGATIVE test.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> • Staff • Visitors to your premises • Cleaners • Contractors • Drivers • Vulnerable groups – Elderly, Pregnant workers, those with underlying health conditions • Anyone else who physically comes in contact with you in relation to 	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> • Hand washing facilities with soap and water in place. • Stringent hand washing taking place. • See hand washing guidance • Drying of hands with disposable paper towels and hand dryers in toilets. • Staff encouraged to protect the skin by applying emollient cream regularly • Gel sanitisers in any area where washing facilities not readily available 	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels or hand dryer. Also reminded 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 throughout the workplace.</p> <p>Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice.</p> <p>Posters, leaflets and other materials are available for display.</p>			

	<p>your business</p>	<p><u>Cleaning</u> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, hand rails and the reception area using appropriate cleaning products and methods.</p> <p><u>Social Distancing</u> Social Distancing – Reducing the number of persons in any work area to comply with the 2 metre (6.5 foot) gap recommended by the Public Health Agency.</p> <p>Taking steps to review work schedules including start and finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks.</p> <p>Redesigning processes to ensure social distancing in place.</p> <p>Conference calls to be used instead of face to face meetings.</p>	<p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Management checks to ensure this is adhered to.</p>			
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		<p>If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p> <p>The NHS are now providing a Test and Trace Service via app. This is to ensure that anyone who develops symptoms of Coronavirus (COVID-19) can quickly be tested to find out if they have the virus. It also helps trace close recent contacts of anyone who tests positive for Coronavirus and, if necessary, notifies them that they must self-isolate at home to stop the spread of the virus. This service allows the NHS to trace the spread of the virus and isolate new infections and play a vital role in giving the Government</p>	<p>The NHS Test and Trace Service is now available for everyone to access.</p>			
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		<p>and the NHS an early warning if the virus is increasing again, locally or nationally.</p> <p><u>Drivers</u> Procedures in place for Drivers to ensure adequate welfare facilities available during their work.</p> <p>Persons should not share vehicles or cabs, where suitable distancing cannot be achieved.</p> <p><u>Mental Health</u> Management will promote mental health and wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can do to help.</p>	<p>Communicate with companies we deliver to/from to ensure welfare facilities will be available to our drivers. Allowing delivery drivers adequate breaks to avail of proper welfare facilities.</p> <p>Regular communication of mental health information and open door policy for those who need additional support.</p>			
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