



Risk Assessment

<p>Activity: COVID-19</p> <p>Risk assessment supports the Coracle Hall reopening during the COVID-19 outbreak. The risk assessment will be applied in stages and stage 1 will consist of the return of Dynamix (premises used only on a Saturday each week) to pilot the control measures applied.</p> <p>The risk assessment will cover the following work areas:</p> <ol style="list-style-type: none"> 1. Access and egress to / from the premises (including car parking) 2. Use of the premises 3. Use of the welfare facilities 4. Cleaning regimes <p>All works will be assessed using the Welsh Government and Ceredigion County Councils guidance documents - http://www.ceredigion.gov.uk/resident/coronavirus-covid-19/guidance-for-community-venues/</p> <p>Premises visited on the 04th September 2020</p>	<p>Reference: COVID-19 V1</p>
	<p>Responsible Manager: Amanda Edwards</p>
	<p>Signature:</p>
	<p>Assessor: Laura Gilbert, Sharon , Christine Davies & Barry Davies</p>
	<p>Signature:</p>
	<p>Date: 10 September 2020</p>
<p>Review Date: 3 Months (proposed)</p>	

ID	Hazard	Who can be harmed and how	Risk Rating (L, M, H)	Existing Control Measures	Risk Rating (L, M, H)	Additional Controls Required (action by whom and completion date)
1	COVID-19 – transmission through inhalation during access, egress and	Committee Members and hall users (30). The virus can be	H	All persons attending the premises must ensure that they are feeling well and must not attend premises if showing any symptoms of COVID-19	L	If the 2m requirement must be breached, a specific risk



	<p>movement around the premises.</p>	<p>transmitted through an infected person coughing and sneezing within an area occupied by another person. The virus causes significant respiratory ill health and can range from mild ill health to death (particularly, personnel within the vulnerable category (as outlined by GOV.UK) are more at risk of suffering from serious ill health).</p> <p>Areas during access, egress and movement around the premises may become congested and persons may come into close contact with other persons (<2m).</p>		<p>(as outlined on the NHS pages). If persons are showing signs of Covid-19 they should not attend work and follow GOV.UK, Public Health guidance.</p> <p>All persons must apply the 2 metre requirements outlined within the Health Protection (Coronavirus Restrictions) (Wales) Regulations 2020.</p> <p>A 'one way' system will be devised and enforced. The main entrance will remain the entrance to the premises and the rear fire escape from the hall will be the main exit. All directions will be displayed to aid persons through signage on the floor.</p> <p>External access will be managed through a 'one way' system. Access to the exit (e.g. for pick up following Dynamix) will be enforced by a clockwise directional 'one way'.</p> <p>Signage will be provided to inform all user of the systems.</p> <p>Lines at 2m intervals will be provided externally to guide visitors on the</p>	<p>assessment must be completed prior to commencing the task.</p>
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				<p>distance required to be applied.</p> <p>Restrictions will be applied on number of employees accessing the premises. Calculations (based on hall area - width 11.9m x length 17.4m = 207.06m². 207m² / 4m² per person = 51.75 occupants). With safety factors applied for movement and greater space for activities, a 30-person limit will be applied within the premises for stage 1.</p> <p>A schedule has been devised by Dynamix to stagger movement around the premises e.g. 15 minutes between each cohort.</p>		
2	<p>COVID-19 – transmission through contact with surfaces during access, egress and movement around the premises.</p>	<p>Committee Members and hall users (30)</p> <p>The virus can be transmitted through an infected person coughing and sneezing over surfaces within areas occupied by another person. Contact with the virus can cause the virus to enter persons through contact with the eyes, nose and mouth.</p>	H	<p>Movement around the premises is designed to reduce contact with hard surfaces. External doors will remain open to generate movement of natural air.</p> <p>All persons entering the premises must wash their hands immediately. Hand sanitiser and wash facilities will be provided with hot / cold running water and soap.</p> <p>Hand sanitiser will be available at</p>	M	<p>Kitchen facilities and 2 side rooms will be isolated during stage 1 to eliminate extensive use of the premises and limit potential touch points.</p>



		<p>The virus causes significant respiratory ill health and can range from mild ill health to death.</p> <p>Contact with multi-contact surfaces (door handles, handrails, doors, light switches, window handles etc.) may be the route of transmission if a person has the virus.</p>	<p>entrance, hall and exit route.</p> <p>All persons attending the premises are to be reminded to limit personal belongings brought into the premises.</p> <p>Frequent hand cleaning must be undertaken to prevent the virus being spread further.</p> <p>All potential touch points are to be cleaned throughout the use of the premises by the event responsible person(s) e.g. wiping down of door handles at regular intervals – between cohorts.</p> <p>During stage 1, premises cleaning to be undertaken 72 hours after use. Cleaning regime will be enhanced within communal areas and equipment. Cleaning will be scheduled following the use of the hall to ensure all areas are cleaned.</p> <p>Products that comply with EN14476 to be used for cleaning.</p> <p>Cleaner to utilise the cleaning guidance provided by Ceredigion County Council (link above).</p>		
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				<p>Clothes worn by cleaning personnel must be washed immediately after completing cleaning duties to prevent potential contamination.</p> <p>All persons entering the premises are to be reminded that they must not touch eyes, nose or mouth until hands are thoroughly washed.</p>		
3	<p>COVID-19 – transmission through inhalation – communal areas e.g. foyer, corridor to toilets, toilets.</p>	<p>Committee Members and hall users (30)</p> <p>The virus can be transmitted through an infected person coughing and sneezing within an area occupied by another person.</p> <p>The virus causes significant respiratory ill health and can range from mild ill health to death.</p> <p>Transmission of the virus could be caused by the limited space within the foyer, corridors and the toilets.</p>	H	<p>All persons attending the premises are not to gather within the foyer. The responsible person for the event must ensure all persons attend the hall immediately.</p> <p>Signage to be place within the foyer to outline that the foyer and corridors are a sterile area.</p> <p>All persons must apply the 2 metre requirements outlined within the Health Protection (Coronavirus Restrictions) (Wales) Regulations 2020.</p> <p>Only 1 person to attend the toilets at any one time. Limit of 1 person will be applied to each toilet.</p>	L	



4	<p>COVID-19 – transmission through inhalation – during hire of the hall for events activities.</p>	<p>Committee Members and hall users (30)</p> <p>The virus can be transmitted through an infected person coughing, sneezing, heavy breathing, shouting and singing within an area occupied by another person.</p> <p>The virus causes significant respiratory ill health and can range from mild ill health to death.</p>	H	<p>All parties wishing to use the hall must provide a robust risk assessment to the committee to review prior to approving use of the premises.</p> <p>All persons must apply the 2 metre requirements outlined within the Health Protection (Coronavirus Restrictions) (Wales) Regulations 2020.</p> <p>Singing activities are not permitted by hall users. Inclusion of such activities need to be subject to a risk assessment and application of relevant professional body guidance.</p>	L	
5	<p>COVID-19 – persons becoming unwell whilst attending the hall.</p>	<p>Committee Members and hall users (30).</p> <p>Person becoming symptomatic whilst attending the premises with other people will increase the risk of transmission through direct / indirect contact and breaching of the 2m distancing requirements.</p>	H	<p>Those experiencing coronavirus symptoms which include those listed below should not attend the premises in any capacity:</p> <ul style="list-style-type: none"> • New continuous cough. • High temperature. • Loss of or change to your normal sense of smell or taste (anosmia). <p>Individuals who are self-isolating due to a possible or confirmed case of coronavirus (COVID-19) in the household or their extended</p>	L	



				<p>household should stay home and not attend or if they are a contact of a case and have been advised to self-isolate.</p> <p>Signage stipulating the information above to be placed at the hall entrance.</p> <p>Dynamix will undertake temperature sampling for all persons attending their activities.</p> <p>Isolation room will be provided in the event persons start showing COVID-19 symptoms. Following use of the isolation room, room will be quarantined for 72 hours and subject to a thorough clean.</p> <p>All persons must distance themselves from the symptomatic person.</p> <p>Contact details must be managed by all event host within the hall to support 'track and trace'.</p> <p>All incidents must be reported to the Committee immediately.</p>		
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6	Fire	<p>Committee Members and hall users (30).</p> <p>Closure of the premises and change of use of the premises may cause fire controls to differ.</p>	H	<p>Review the Fire Risk Assessment immediately.</p>	M	<p>Fire Risk Assessor to attend a committee meeting to review the assessment with all relevant stakeholders.</p>
7	Legionella	<p>Committee Members and hall users (30).</p> <p>Inactivity during lockdown will promote proliferation of bacteria as the systems have not been used / flushed.</p>	H	<p>Discussion with the committee members confirmed that flushing of outlets had been undertaken by committee members throughout the lockdown period.</p> <p>Flushing of outlets must continue (particularly within the non-used areas closed within stage 1).</p>	L	
8	Slips, trips and falls.	<p>Committee Members, hall users and families / guardians collecting children.</p> <p>Persons using the external path to access / egress the premises may suffer slips and trips due to unserviced paths and poorly illuminated areas.</p>	H	<p>Committee to clean the path to the north of the premises.</p> <p>Committee to conduct regular inspections of the external areas to ensure paths are maintained and do not present any hazards to persons using the path.</p>	M	<p>External lighting to be reviewed in readiness for the winter months and stage 2.</p>