|  |
| --- |
| **Risk Assessment** – COVID 19 – OPERATORS AND FUNFAIRS |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Activity** | **Hazards** | **Who might be at risk** | **Assessment** | **Control Measures** | **Residual** |
| **L** | **S** | **R** | **L** | **S** | **R** |
| **DRIVERS AND DRIVING** |
| Returning to Work following lockdown | Infection risk of Covid-19 | **Employees** | 2 | 4 | 8 | * Providing clear, consistent and regular communication to improve understanding and consistency of ways of working to employees.
* Engaging with employees through existing communication routes to explain and agree any changes in working arrangements.
* Developing communication and training materials for workers prior to returning to site, especially around new procedures for arrival at work.
 | 1 | 4 | 4 |
| Vehicles | Infection risk of Covid-19 | **Employees** | 2 | 4 | 8 | * The company is following the Government Guidelines (Corona Virus 2020 Legislation) for employees carrying out their roles / duties
* Employees will be reassured and instructed to ensure they wash their hands / use sanitizer and comply with social distancing.
* Anyone with symptoms are informed not to come to work and self-isolate
* Vehicles should be deep cleaned before work commences again after lockdown

Visual check sheet should be completed which also includes supply of sanitizer, antibacterial hand wipes and general-purpose antibacterial wipes for the vehicle | 1 | 4 | 4 |
| Changing Drivers | Infection risk of Covid-19 | **Employees** | 3 | 4 | 12 | * Frequent cleaning of work areas and equipment between uses, using usual cleaning products.
* Frequent cleaning of objects and surfaces that are touched regularly, such as door handles, fuel pumps and vehicle keys, and making sure there are adequate disposal / waste arrangements.
* Encouraging employees to wash hands before boarding vehicles.
* Retaining sufficient quantities of hand sanitizer / wipes within vehicles to enable workers to clean hands.
* Clearing workspaces and removing waste and belongings from the vehicle at the end of a day/change of driver.
* Vehicle should be cleaned at the end of each day thoroughly
 | 2 | 4 | 8 |
| PPE | Infection risk of Covid-19 | **Employees** | 4 | 4 | 16 | * Uniform must be clean laundered daily
* Protective Gloves must be worn and changed regularly
* PPE will be provided (masks and face shields) if less than 2metres space is available.
* Hand Sanitiser/Hand Wipes and Hand Soap provided

Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning and store in waste bags in the vehicle | 2 | 4 | 8 |
| Shift patterns and working groups | Infection risk of Covid-19 | **Employees** | 4 | 4 | 16 | * As far as possible, where employees are split into teams or shift groups, fixing these teams or shift groups so that where contact is unavoidable, this happens between the same people.
* People who work together in one vehicle should be in a fixed pairing as far as possible.
* Identifying areas where people have to directly pass things to each other (such as job information, spare parts, samples, raw materials) and find ways to remove direct contact, for example, by using drop off points or transfer zones.
 | 2 | 4 | 8 |
| H&S Arrangements | Infection risk of Covid-19 | **Employees** | 3 | 4 | 12 | * Medical provision is available which will include gloves and aprons
* Hand wash and sanitizer and wipes are all available
* Vehicles should be kept clean
* Disposable PPE should be bagged and stored safely
 | 2 | 4 | 8 |
| Use of Public Toilet  | Infection risk of Covid-19 | **Employees** | 2 | 4 | 8 | * Hand sanitizer to be used before entering the toilets to clean hands before access and to wash hands after using the toilets, hand driers to be used
* If the facilities are busy it is advisable to wear as mask if social distancing cannot be maintained
 | 1 | 4 | 4 |
| Employee Training and Awareness |
| **Training** | **Infection risk of Covid19** | **Employees** | **4** | **4** | **16** | * All staff are being communicated with on a regular basis and will receive regular training and updates
* A WhatsApp group has been set up to ensure staff mental health and wellbeing
* Employees will be made aware of social distancing in the work environment
 | **1** | **4** | **4** |
| Building a ride / funfair site opening the funfair |
| Communication on site | Infection risk of Covid-19 | **Employees/ members of the public** | 3 | 4 | 12 | * The operator will be following the Government Guidelines for company’s returning to trade during covid19
* No visitors or members of the public will be permitted to enter the build site.
* Anyone with symptoms are informed not to come into the office and self-isolate or work from home
* Anyone who wishes to shield will be permitted to do so.
 | 2 | 4 | 8 |
| Communication with the public | Infection risk of Covid-19 | **Employees/ members of the public** |  |  |  | * Proactively communicate guidelines and expectations for health and hygiene procedures and precautions for members of the public and for employees
* Clearly marked physical distancing spaces/guidelines with floor markings, seat markings, or signs to make it easy for members of the public to understand what is expected is in place.
* signs/messages: We are committed to keeping you healthy and safe, but we cannot guarantee you will not be exposed to COVID-19. We rely on you to protect yourself too:

• *Wash your hands often and avoid touching your face* *• Maintain your distance from others* *• Cover your mouth and nose* *• Avoid touching surfaces*  |  |  |  |
| Access Control | Infection risk of Covid-19 | **Employees/ members of the public** | 4 | 4 | 16 | * Access control will be managed using CDM 2015 legislation, signage will ensure no public access
* Tape or barriers will be used to ensure no public access
* Uniform and work clothes must be clean laundered daily
* PPE will be provided (masks) if less than 2metres is available.
* Hand Sanitiser/ Hand Soap provided on site.
* Acrylic (plexiglass) or other types of barriers/hygiene screens between members of the public and staff public facing areas. Clean the barriers/hygiene screens regularly.
 | 1 | 4 | 4 |
| Break times | Infection risk of Covid-19 | **Employees** | 4 | 4 | 16 | * Employees will be reminded to keep social distancing a priority
* Employees are encouraged to bring their own water bottles which can be filled throughout the day
* Employees will take breaks in small groups all surfaces must be wiped down after each use
 | 1 | 4 | 4 |
| Opening Rides/ stalls | Infection risk of Covid-19 | **Employees / members of the public** | 3 | 4 | 12 | * First aiders are on site and carry a first aid kit, first aiders must have gloves, face masks and aprons available to them
* Capacity can be reduced/managed to allow for appropriate social distancing.
* Seating positions in rides and attractions are controlled by employees.
* Family members and others who live in the same home do not need to be physically distanced from each other.
* Hand wash and sanitizer are available, users are encouraged to use before entering the ride.
* All employees should wear masks/face coverings while working, interacting with others. Members of the public are encouraged to wear masks/face coverings as well.
* Touch-free/contactless payment options used
 | 2 | 4 | 8 |
| Capacity | Infection risk of Covid-19 | **Employees / members of the public** | 4 | 4 | 16 | * Reduce attraction capacity to allow for appropriate physical distancing. The capacity should be calculated for an attraction based on the public-accessible square metres in the funfair footprints, ride queue lines,
* Emergency procedures (i.e. a severe storm) should be considered and or reduced to ensure social distancing
 | 2 | 4 | 8 |
| Physical Distancing: Calculating Capacities | Infection risk of Covid-19 | **Employees / members of the public** | 3 | 4 | 12 | * Capacities based on queue length, waiting area and ride capacity have been adjusted to allow for 6 feet (2 meters) of physical distancing between individuals.
 | 1 | 4 | 4 |
| Sanitation/Housekeeping/Cleaning Operations | Infection risk of Covid-19 | **Employees / members of the public** | 4 | 4 | 16 | * All high-touch areas are sanitized frequently including: door handles, bin touchpoints, access control equipment, counters, handrails, tables, seats, benches, toilets, sink faucets and toilet handles, soap dispenser push plates, ice scoops, refrigerator handles, towel dispenser handles, cleaning tools, counter tops, door knobs, sinks, queue rails, harnesses, restraints.
* All bodily fluids are treated as if they are infectious. PPE is worn at all times.
 | 2 | 4 | 8 |
| Rides, stalls | Infection risk of Covid-19 | **Employees / members of the public** | 3 | 4 | 12 | * Face masks/coverings are recommended for riders to reduce the likelihood of airborne virus droplets transferring from one person to another during the ride.
* A virtual queue system is in operation where possible to manage capacity and facilitate physical distancing.
* Employees should wash/sanitize their hands frequently.
* Cleaning and sanitizing protocols are important for high-touch surfaces on rides and attractions. Approaches include: Sanitizing publics hands as they enter the queue line, just before they board, and/or as they exit. This helps reduce the likelihood of members the public leaving germs behind on surfaces.
* The operator will sanitize ride surfaces frequently touched by the public or employees, including handrails, arm rests, restraints, lap bars, grips, seatbelts, over the-shoulder harnesses, etc.
* Employees should avoid physically assisting/lifting a member of the public.
* If a member of the public need’s assistance, ask another family member to help. (Employees may still need to physically assist/lift a member of the public in the event of a ride evacuation.)
 | 2 | 4 | 8 |
| FOOD AND BEVERAGE OPERATIONS |
| Food and Drink Operators | Infection risk of Covid-19 | **Employees / members of the public** | 4 | 4 | 16 | * Sneeze guards or other barriers are in place where needed and sanitized frequently
* Self-serve condiments containers and utensils removed from public access and available from servers. Some condiments provided in single serving packets.
* Only pre-packaged food to be placed in self-service counters.
* Self-service options and refillable drink containers should be avoided
* Touch-free payment options, including contactless payments in place
* Kitchens should be thoroughly cleaned and sanitized regularly. General kitchen cleaning should be frequent and performed according to use.
 | 1 | 4 | 4 |
| Retail and Merchandise | Infection risk of Covid-19 | **Employees / members of the public** | 3 | 4 | 12 | * Create floor markings that provide minimum guide distances between customers queuing for service or cashiers
* Tills, physical barriers, phones, handles, knobs, hard surfaces, handles, and frequently touched surfaces are sanitized frequently and upon shift change.
 | 2 | 4 | 8 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Name | Competency | Date |
| Conducted by: | Helen Overton | GradIOSH | 4/6/2020 |
| Review Conducted by: |  |  | 3/8/2020 |

**KEY: S = Severity Rating L = Likelihood of R = Risk Rating**

 **Occurrence**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  **Severity** | **5** | **5** | **10** | **15** | **20** | **25** |  |  | **Unacceptable risk. Plan out or add further control measures** |
| **4** | **4** | **8** | **12** | **16** | **20** |  | **Acceptable only if no other method viable and with high level controls in place** |
| **3** | **3** | **6** | **9** | **12** | **15** |  | **Acceptable with suitable control measures** |
| **2** | **2** | **4** | **6** | **8** | **10** |  | **Acceptable. No further action required** |
| **1** | **1** | **2** | **3** | **4** | **5** |  |  |
|  | **1** | **2** | **3** | **4** | **5** |  |  |
|  **Likelihood** |  |  |  |
|

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Severity** |  | **Likelihood** | **Risk Interpretation** |
| **1** | No injury | **1** | Unlikely, unexpected | **4 & below** | Acceptable. No further action required |
| **2** | Minor injury | **2** | Possible, rare | **5 to 8** | Acceptable with suitable control measures |
| **3** | Major injury to 1 person | **3** | Expected, 50/50 chance | **9 to 12** | Acceptable only if no other method viable and with high level controls in place |
| **4** | Major injury to more than 1 person | **4** | Regular, not again | **13 & above** | Unacceptable risk. Plan out or add further control measures |
| **5** | Death / multiple deaths | **5** | Frequent, Often |  |
|  |  |  |  |  |  |