

Company Name	Delfont Mackintosh Theatres Limited			Title	COVID-19 Safe Working Risk Assessment (General)
RA Reference Nos	DMT-CV19-Gen-01	New Assessment		Review	Annually, or periodically following significant changes in guidance
Date of RA / Review	20 th December 2021	Review	X	Business Type/ Work Activities	Theatrical / Performing Arts Venue Owner. Theatrical Producer.
Assessor / Reviewer	Richard Beale CMIOSH, FIIRSM, MBA Lee Mepham				
People Involved (Estimated numbers of people at risk)					
Employees	100+	Contractors	10+	Any other relevant information	
Visitors		Members of the Public	100+	<p>This document is for the General Management of COVID-19 Transmission controls as an overarching assessment. Individual venues and productions will be subject to specific Risk Assessments and remobilisation controls.</p> <p>All control measures are compliant with government guidance at the time of publishing, and will be under constant monitoring and review.</p> <p>All controls detailed will be supported by clear, legible and prominent signage where necessary, specific to the area in which the controls are implemented.</p>	
Clients Employees	10+	Others	Unknown		

Hazard	Risk	What control measures are currently in place?	Risk Rating (RR) L x S = RR			Actions / Next Steps (If nothing extra is required, please write "Nothing Required in Further control column)	Revised RR L x S = RR		
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PRIMARY RISKS FROM COVID-19									
The primary risks are as listed below and include the three main transmission routes of the virus. The control measures are general and are addressed in detail throughout the main body of this assessment.									
Airborne / Droplet Infection (e.g. through sneezing, coughing etc).	Risk of contracting COVID-19 through airborne droplet infection	<ul style="list-style-type: none"> Staff and patrons advised to observe social distancing as much as possible All staff members (apart from those who are exempt for medical reasons) are required to wear face coverings when in common areas or in contact with members of the public All venues will apply a voluntary COVID pass scheme for attending audiences where audience members are required to demonstrate double vaccination status, a recent (within last 48 hours) negative LFT or natural immunity All members of the public are required to wear face coverings within the venue, unless medically exempt, eating or drinking Perspex droplet screens are installed in point-of-sale locations, such as bars or the Box Office. There is a regular Testing policy in place for staff members. Fully vaccinated staff members who live in the same household as someone with COVID 19 are required to undertake a negative lateral flow test every day for 7 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<p>days prior to attending the workplace. Unvaccinated or not fully vaccinated staff who live in the same household as someone with COVID 19 are required to isolate and will not attend the workplace.</p> <ul style="list-style-type: none"> Members of the public are instructed not to attend any venue if they, or members of their household have tested positive for Coronavirus, or if they are displaying symptoms of the illness All venues have had available ventilation reviewed and improved to prioritise and increase fresh airflow throughout 							
Infection through person to person contact	Risk of contracting COVID-19 through contact with others	<ul style="list-style-type: none"> Person to person contact is strongly discouraged All transactions are made via card/ contactless means only Booking and ticketing is to be undertaken electronically where possible, with e-ticketing a preferred method Staff and patrons advised to observe social distancing as much as possible There is a regular Testing policy in place for staff members Fully vaccinated staff members who live in the same household as someone with COVID 19 are required to undertake a negative lateral flow test every day for 7 days prior to attending the workplace. Unvaccinated or not fully vaccinated staff who live in the same household as 	1	4	4	<p>Risk is considered to be low, providing control measures are understood and adhered to</p> <p>Note: Any tasks, including production-specific activities requiring members of staff to work in close proximity with one another or with members of the public may need to be risk assessed separately and specifically.</p>			

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		<p>someone with COVID 19 are required to isolate and will not attend the workplace</p> <ul style="list-style-type: none"> All venues will apply a voluntary COVID pass scheme for attending audiences where audience members are required to demonstrate double vaccination status, a recent (within last 48 hours) negative LFT or natural immunity Members of the public are instructed not to attend any venue if they, or members of their household have tested positive for Coronavirus, or if they are displaying symptoms of the illness 							
Infection through person to object contact (e.g. door-handles, keypads etc)	Risk of contracting COVID-19 through cross-infection due to multiple people coming into contact with high-touch areas	<ul style="list-style-type: none"> Enhanced cleaning regimes are in place across all venues and offices, including a regular cleaning schedule for high-contact areas (e.g. door handles, computer equipment, keypads etc.) General Policies are in place for the use of shared equipment, including office, stage and performance equipment All transactions are made via card/contactless means only Personal Hygiene – All washrooms are supplied with adequate levels of handwash and hot water. Hand Sanitiser stations are available throughout all venues There is a regular Testing policy in place for staff members Fully vaccinated staff members who live in the same household as someone with COVID 19 are required to undertake a 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<p>negative lateral flow test every day for 7 days prior to attending the workplace. Unvaccinated or not fully vaccinated staff who live in the same household as someone with COVID 19 are required to isolate and will not attend the workplace.</p> <ul style="list-style-type: none"> All venues will apply a voluntary COVID pass scheme for attending audiences where audience members are required to demonstrate double vaccination status, a recent (within last 48 hours) negative LFT or natural immunity 							
STAFF									
Travelling to and from work	Commuting using busy public transport can raise the risk of infection	<ul style="list-style-type: none"> Employees are encouraged to avoid public transport where possible, and use a personal vehicle or cycle or walk where appropriate Where use of public transport is essential, staff are asked to consider wearing a face covering (where this is not still mandatory), and observe social distancing to the best of their ability There is a regular Testing policy in place for staff members 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			
Arriving at / Departing from the workplace	Access / egress points can be areas that involve a high degree of person-to-person and person-to-object contact	<ul style="list-style-type: none"> Regular sanitisation/ disinfection of door-handles/ keypads etc Staggered arrival times for staff and members of the production team where necessary to avoid too many people arriving at any one time 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<ul style="list-style-type: none"> Hand Sanitiser is available at all access/ egress points, and at various locations throughout the building, and all staff are encouraged to make free use of it Alternative points of access/ egress are in use where relevant and practical, allowing pedestrian travel through any one route to be minimised Staff are asked to continue to observe social distancing as much as they can when arriving at their place of work and waiting to enter 							
Break Times	Break times are traditionally times for social congregation and interaction, which could raise the risk of transmission	<ul style="list-style-type: none"> Staggered break times to avoid high numbers of staff using facilities where this is deemed necessary Staff encouraged to take breaks at their workstations, or use an outdoor area if available Staff using work facilities are encouraged to use one set of utensils (or disposable items) and wash them after use Shared facilities e.g. kettles/ coffee machines to be wiped and sanitised before and after every use 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			
Staff Hygiene	Regular and thorough handwashing has been identified as an effective control against the spread of Coronavirus	<ul style="list-style-type: none"> Personal Hygiene – All washrooms are supplied with adequate levels of handwash and hot water. 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<ul style="list-style-type: none"> Hand Sanitiser stations are available throughout all venues, and staff are encouraged to make use of them All washrooms and toilet areas are included within venue/ building specific enhanced cleaning regimes Hand Sanitisers and Supplies of handwash are regularly monitored to ensure an adequate supply of essential hygiene provisions 							
Office / Desk Work	Office desks and other work areas (e.g., photocopier/ printer) can be high-contact areas	<ul style="list-style-type: none"> Any office staff across DMT venues who can reasonably carry out their role and functions while working from home will do so. Minimal sharing of desk / office equipment. No hot-desking (assigned desks only) – If desks or equipment are to be shared, they are to be disinfected using suitable disinfectant wipes before and after use No sharing of office equipment (e.g. pens, computer mice, keyboards etc.) Personal office equipment to be wiped and sanitised at the beginning and end of every shift / day Desks and workstations to be cleared of nonessential items (clear desk policy) to facilitate easy cleaning and minimise the potential for cross contamination When using shared equipment (e.g. printer/ photocopier etc), it is to be 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<p>disinfected before and after use using suitable disinfectant wipes</p> <ul style="list-style-type: none"> Personal office equipment to be wiped and sanitised at the beginning and end of every shift / day Natural ventilation (e.g. open windows) to be used as much as possible to promote fresh airflow around the work area. In office areas where ventilation is not able to be improved due to the design of the building, additional areas have been allocated to minimise the number of staff working in one place 							
Clinically Vulnerable Staff Members	Clinically Vulnerable and Extremely Vulnerable Individuals have a higher risk of serious effects from COVID-19	<ul style="list-style-type: none"> In the event that a staff member is identified to be at especially high risk of ill-health due to COVID-19, the situation will be separately risk assessed, and control put in place to minimise risk to that individual There is a regular Testing policy in place for staff members 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			
Staff with special requirements	Some staff members (due to disability or other characteristic) may have special access or other requirements	<ul style="list-style-type: none"> All employees requiring special consideration will be risk assessed individually, and control measures specific to their requirements put in place There is a regular Testing policy in place for staff members 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			

Staff with special requirements can include any members of staff with one or more of the protected characteristics as defined in the Equality Act 2010. These include staff with disabilities and expectant mothers. It is an employer's duty to ensure that these individuals are afforded the same opportunity to attend work safely (or work from home, where appropriate) as their colleagues.

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Staff members potentially infected with COVID-19	Infected staff members present in the workplace will result in a significant increase in the risk of transmission and infection within the workplace.	<ul style="list-style-type: none"> All staff members who display potential symptoms of COVID-19 (or who share a household with someone who has symptoms) are required to take a PCR test at the earliest opportunity, return home, and isolate until the results of the test are returned Fully vaccinated staff members who live in the same household as someone with COVID 19 are required to undertake a negative lateral flow test every day for 7 days prior to attending the workplace. Unvaccinated or not fully vaccinated staff who live in the same household as someone with COVID 19 are required to isolate and will not attend the workplace All members of staff are instructed in the above All members of staff and production personnel are required to undergo temperature checks upon entry. There is a regular Testing policy in place for staff members 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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Staff Awareness	Lack of factual awareness of COVID-19 can lead to confusion, which in turn could result in potentially infected people coming to work, or those at work not taking control measures seriously	<ul style="list-style-type: none"> All staff to be informed of the control measures as detailed in this Risk Assessment (and any specific Risk Assessment or Remobilisation Plans relevant to their individual place of work) via website, email, or recorded letter Staff to be given factual information on COVID-19, including the symptoms, and actions to be taken etc. during a COVID-specific return to work induction All staff members to be made aware that no negative opinions will be held if they are requiring to isolate due to suspected symptoms etc Additional training covering COVID-19 specific control, equipment and processes (e.g. COVID Compliance Officer Training) has been given to relevant staff members 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			
Symptoms presenting whilst at work	Infected staff members present in the workplace will hugely increase the risk of the disease spreading within the organisation	<ul style="list-style-type: none"> Staff who begin to present symptoms whilst at work are required to take a PCR test at the earliest opportunity, return home, and isolate until the results of the test are returned Any close workplace contacts will be identified immediately and be required to leave the workplace, self-isolate and take a PCR test before returning to the workplace following a negative test result. Fully vaccinated staff members who live in the same household as someone with COVID 19 are required to undertake a negative lateral flow test every day for 7 	2	4	8	Risk has been managed to a currently acceptable level, providing control measures are adhered to			

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		<p>days prior to attending the workplace. Unvaccinated or not fully vaccinated staff who live in the same household as someone with COVID 19 are required to isolate and will not attend the workplace.</p> <ul style="list-style-type: none"> That person's work area etc is to be fully sanitised by a trained member of staff wearing full and correct PPE (gloves, mask apron and face shield), and the waste double bagged and either quarantined for 72 hours prior to disposal, or disposed of as Class 1 Clinical Waste 							
WORKING, CARRYING OUT TASKS AND EVERYDAY OPERATIONS									
All areas of working will carry their own specific risks and control measures.									
Meetings	Potential for contact with a number of other staff members in (usually) close proximity	<ul style="list-style-type: none"> Meetings are still to be undertaken remotely (e.g. online, telephone or video-call) where possible Where the above is not possible, and the meeting is essential, the meeting venue is to be arranged so as to take into account ventilation, distancing and the number of expected participants The sharing of items (such as pens, mice or other computer equipment) is strongly discouraged Meeting rooms are to be naturally ventilated (via openable windows/ doors or fresh air handling systems) 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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Training	Potential for contact with a number of other staff members in (usually) close proximity	<ul style="list-style-type: none"> Staff training to be undertaken remotely (e.g. e-learning) where possible Where the above is not possible, the training venue is to be arranged so as to take into account ventilation, distancing and the number of expected participants The sharing of items (such as pens, mice or other computer equipment) is strongly discouraged Training rooms are to be naturally ventilated (via openable windows/ doors or fresh air handling systems) 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			
Moving around the building(s)	Potential for unnecessary contact whilst moving around the building	<ul style="list-style-type: none"> Staff to pay attention to other personnel and observe appropriate social distancing where possible One-way travel systems are in place in multiple locations throughout our venues and buildings Where one-way systems are not practical (e.g. in some backstage areas), there is a keep-left policy in place, and a requirement to give way to those walking up stairs All staff to wear face-coverings in all common areas (e.g. corridors, stairwells, etc) and any public/ front of house areas 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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Back-stage operations	Back-stage operations can include tasks which require working in close proximity with others.	<ul style="list-style-type: none"> Where close proximity tasks are unavoidable, face coverings are to remain on, even when in a staff member's 'home location', whilst the task is in progress Venue-specific Risk Assessments and Remobilisation Plans have been undertaken for all venues, with specific measures implemented to suit each back-stage area, and the tasks undertaken within it 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			
Performances	Performances require performers to appear before members of the public without face-coverings, and work (at times) in close proximity with one another	<ul style="list-style-type: none"> All productions are subject to specific Risk Assessments and Plans to address the particular requirements of each performance All venues are assessed to ensure safe separation can be maintained between the performers and the audience Performers within productions maybe considered to be members of a fixed team (where the performance requires them to work and act in close proximity to one another) 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			
OTHER PEOPLE IN THE WORKPLACE									
This section covers controls put in place to manage the risk posed by people entering the building who are not members of staff (including those employed by the same company, but at a different location)									
Customers (any members of the public attending the premises with the intention of purchasing goods or services)	Potentially infected members of the public could increase the risk of infection	<ul style="list-style-type: none"> Hand Sanitiser offered to all customers upon entry All members of public are required to wear face-coverings within venues (apart from those exempt due to medical reasons or when eating or drinking) this is 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			

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		<p>communicated through pre attendance information, ticketing, via signage and verbal communication</p> <ul style="list-style-type: none"> Members of public within a venue will be monitored and managed by Front of House staff to reduce congestion All members of the public are asked to attend the venue with documentary proof of double-vaccination, a negative lateral flow test taken within the last 48 hours or natural immunity which are spot-checked upon entry 							
Contractors (any external company or person entering the premises to undertake works)	Potentially infected contractors could increase the risk of infection, or contact could increase the risk of contractors becoming infected	<ul style="list-style-type: none"> Contractors to undergo a recorded temperature check prior upon entry Contractors are required to wear face coverings while on premises unless exempt through medical reasons. Contractor induction includes COVID-19 controls and requirements Contractors to include their COVID-19 controls in documentation submitted during vetting Contractor personnel are only permitted within the venue after submitting documentary proof of either a double vaccination or a negative COVID-19 test taken within the last 48 hours 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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Delivery Processing	Potential for infection due to contact with delivery personnel or contaminated goods	<ul style="list-style-type: none"> All delivered items (where appropriate) to be disinfected or sanitised upon delivery Delivery drivers only to enter the premises if essential, and time spent within the premises to be kept to an absolute minimum, and to undergo a temperature check prior to entry Delivery drivers to wear face-coverings whilst in the building 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			
Internal Visitors (employed by the same company, but at a different location)	Potential for infection due to contact with extra personnel, or confusion in the case of differing protocols	<ul style="list-style-type: none"> All Delfont Mackintosh Theatre Staff are aware of the COVID controls in place, and what is required of them to adhere to these Internal visitors to undergo a temperature check prior to entry There is a regular Testing policy in place for staff members 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			
External Visitors (anyone entering the premises not included in the categories above).	Potential for infection due to contact with external visitors, or for infection to spread outside the premises	<ul style="list-style-type: none"> External visitors are not permitted except where their visit is deemed essential to the business External visitors to undergo a site safety induction including COVID-19 control measures, prior to visiting or entering the premises All visitors to undergo a temperature check prior to entering the building No member of the public is permitted backstage, or to meet and greet performers at any time 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<ul style="list-style-type: none"> External visitors are only permitted within the venue after submitting documentary proof of either a double vaccination or a negative COVID-19 test taken within the last 48 hours External visitors to wear face-coverings whilst in the building unless medically exempt. 							
BUILDING									
Measures taken to ensure the building is kept as clean and infection-free as possible									
Premises (General)	A high standard of general hygiene and sanitisation has been identified as an effective control measure against the spread of infection	<ul style="list-style-type: none"> Building to undergo regular cleaning as part of enhanced cleaning regimes in place In many venues and premises, anti-microbial fogging has been used as part of the initial reopening cleaning process. Future anti-microbial fogging requirements will be applied on a "needs basis" following specific risk assessment analysis All hard surfaces (e.g. desks/ counter-tops), and especially those identified as high-contact areas to be sanitised at the end of each day or shift 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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Access/ Egress	Access/ egress points can be areas that involve a high degree of person-to-person and person-to-object contact	<ul style="list-style-type: none"> Enhanced cleaning regimes are in place across all venues and offices, including a regular cleaning schedule for high-contact areas (e.g. door handles, computer equipment, keypads etc.) Hand sanitiser stations are installed at all public and private access and egress points, and their use encouraged with clear signage Temperature checking in place at all Stage Doors Alternative access/ egress points are in use at some venues and premises, where this is practical and useful There is a regular Testing policy in place for staff members 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			
Wash / Bathroom Facilities	Washroom facilities are high-contact areas frequented by the majority of staff during the day. Personal hygiene can also be a factor	<ul style="list-style-type: none"> All toilet and washroom facilities are subject to a regular and enhanced cleaning schedule by third-party cleaners In some venues, facilities are allocated to set areas to minimise the potential for cross-contamination Personal Hygiene – All washrooms are supplied with adequate levels of handwash and hot water There is a regular Testing policy in place for staff members 	2	3	6	Risk has been managed to a currently acceptable level, providing control measures are adhered to			

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Kitchen / Break-Room Facilities	Kitchen and Break-room facilities are high-contact areas frequented by the majority of staff during the day. General hygiene can also be a factor	<ul style="list-style-type: none"> Staggered break times to avoid high numbers of staff using facilities where this is deemed necessary Staff encouraged to take breaks at their workstations, or use an outdoor area if available Staff using work facilities are encouraged to use one set of utensils (or disposable items) and wash them after use Shared facilities e.g. kettles/ coffee machines to be wiped and sanitised after every use All common facilities to be subject to an enhanced cleaning regime There is a regular Testing policy in place for staff members 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			
Workstation Layout	A poor layout of work areas can lead to social distancing being hard to maintain, and increase the risk of infection	<ul style="list-style-type: none"> Office workers are positioned with appropriate social distancing from each other. Where workstations are closer than this, alternate workstations have been arranged, or Perspex screens have been erected Natural ventilation (e.g. open windows) to be used as much as possible to promote fresh airflow around the work area In office areas where ventilation is not able to be improved due to the design of the building, additional areas have been allocated to minimise the number of staff working in one place 	1	4	4	Risk is considered to be low, providing control measures are understood and adhered to			

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		<ul style="list-style-type: none"> There is a regular Testing policy in place for staff members 							
Use of Equipment	Improper or untrained use of COVID-19 safety equipment could lead to an infected individual entering the premises	<ul style="list-style-type: none"> All relevant staff are to receive comprehensive training on the use of any equipment installed or supplied specifically for COVID-19 control 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			
Maintenance of Equipment	Improperly maintained COVID-19 safety equipment could result in an infected individual entering the premises, or hygiene levels to be compromised	<ul style="list-style-type: none"> All safety equipment to be subject to recorded checks Any battery-powered items (e.g. cordless hand sanitiser dispensers) to be regularly checked, and a supply of replacement batteries kept in stock 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			
Ventilation	Poor ventilation and airflow have been identified as a potential hazard, allowing contaminated air to 'stagnate' in certain areas	<ul style="list-style-type: none"> Ventilation systems have been assessed and modified where necessary to comply with current government guidelines and the Chartered Institute of Building Services Engineers (CIBSE) Covid-19 Ventilation guidelines Ventilation systems are set to 100% fresh air A full ventilation survey has been undertaken across all venues to identify areas of poor ventilation and means of improving ventilation with findings acted on Where necessary, certain areas are limited in occupancy or taken out of use 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			

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EMERGENCIES & FIRST AID									
Emergency evacuations and situations calling for the use of First Aid will require a modified approach, within reason									
Emergency Evacuation	Potential for injury due to fire or other emergency event, as well as the heightened potential for cross infection due to inevitable contact with others during the evacuation	<ul style="list-style-type: none"> Separate fire exits for different areas/ departments where possible Muster points to be arranged by department with appropriate social distancing This is assessed on a per-premises basis, with individual requirements and control implemented as required 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			
Government Guidance indicates that an emergency evacuation is to be regarded as an extenuating circumstance (e.g. Social Distancing should not be regarded as a priority where this would impede a safe evacuation). However, where it is possible for control measures to be safely observed, they should be.									
First Aid Situations	Increased potential for infection due to necessity for person-to-person contact	<ul style="list-style-type: none"> Mouth-to-mouth discouraged, in favour of 'compression only' CPR PPE Grab Bags (such as aprons, gloves and masks) are kept with every First Aid Kit to protect First Aiders if required All First Aid Trained staff have received COVID-specific First Aid addendum training, covering COVID-safe First Aid and COVID response protocols 	2	4	8	Risk has been managed to a currently acceptable level, providing control measures are adhered to			
PPE									
Supply and correct use of personal protective equipment									

Hazard	Risk	What control measures are currently in place?	Risk Rating (RR) L x S = RR			Actions / Next Steps (If nothing extra is required, please write "Nothing Required in Further control column)	Revised RR L x S = RR		
			L	S	RR		L	S	RR
Improper use of PPE	Improper use of PPE negates its effectiveness, increasing the risk of infection	<ul style="list-style-type: none"> All personnel are to be trained in company requirements and the correct use of any PPE supplied Use of PPE is to be monitored by supervisory staff, with non- or improper usage to be taken seriously 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			
Lack of PPE	A lack of PPE may mean that protocols cannot be followed correctly, increasing confusion, and a risk of infection	<ul style="list-style-type: none"> PPE will be supplied. In the event of this supply failing, secondary measures can be taken (e.g. further reducing staff numbers/ increasing distancing etc.) 	1	4	4	Risk is considered to be low, providing control measures are adhered to.			

Note: All PPE should be regarded as a last-defence measure. Face-coverings should be kept clean, and in good condition, and gloves should be clean and changed regularly, depending on the policy for their use.

Risk Rating System

RR (Risk Rating) = L (Likelihood) x S (Severity)

		Severity (S)				
		1	2	3	4	5
Likelihood (L)	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5

	Risk Rating
1 - 4	Acceptable – No further controls required but ensure controls are maintained
5 - 9	Adequate – Monitor control measures to ensure they are being implemented
10 - 16	Tolerable – Look to improve control measures within specified time scale
17 - 25	Unacceptable – Task is deemed too high and urgent control measures are required



Important:

LIKELIHOOD	
1	Improbable – very unlikely
2	Low – unlikely
3	Medium – Possibility
4	High – likely
5	Almost Certain – very likely

SEVERITY	
1	Negligible – minor injuries, cuts, scratches
2	Minor – first aid treatment, sprains, bruises, cuts
3	Moderate – temporary disability, fracture
4	Serious – major injury, permanent disability, life-threatening illness
5	Major – fatality, serious loss or damage