

Risk assessment template

Company name: Quirky pubs Ltd Assessment carried out by: D. Humphries

Date of next review: 30.7.20 Date assessment was carried out: 30.6.20

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Spread of covid 19 through workforce	All employees	Ppe available & in use, sanitisation of all areas in a routine manner, relevant & cleaning materials available. Dedicated workstations. Set workforce bubbles Dedicated changing area.	extra time allocated to clean reaction to staffs needs, limit numbers in premises to staff levels. Inc. temp of glasswasher to kill viruses. installation of screens Sanitizer stations. Intercom phone eystem to reduce non essential movement.	all	ongoing	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
<p>Protection of visitors</p>	<p>Customers, contractors & deliveries</p>	<p>Reduce capacity, seating only, encourage use of garden areas and/or 1st floor- remove furniture to allow 1m distancing at all times, table service only, suggest prebooking, continue to offer click & collect. Limit access times, and operating times. Closure in afternoons to allow thorough cleaning to occur. Limit music volume to ensure increased voice volume not required.</p>	<p>Control of customers. Sanitiser stations at point of ingress/exit. Capacity limit. Seating plan. Single serve condiments. Cutlery issued after order. Removal of fans. Change toilet bins to foot operated. Install hand towel dispensers over baskets. Remove straws etc from bar. Single use menus Reduced closed doors (excl. fire doors) Signage for handwashing & entry, also no access areas.</p>	<p>all</p>	<p>ongoing</p>	

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Toilet access	All users	Upstairs toilet staff only. On person in toilet at one time	Cleaning schedule – regularity of checks to ensure clean.	Staff	ongoing	
Food preparation	customer	Ppe (Gloves/masks) Separate workstations for employees. Dedicated food service area for FOH staff to deliver food.	One way route to cooking areas, single worker stations, full PPE to be worn, simplified menu.	All staff		

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/