



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Date:	Rev 1 1/8/20
-------	--------------

Assessors Name:	Nick Thurston	Reference Number:	Risk Assessment Covid – Clubhouse and Toilet areas ( including toilet block adjacent to the main stand)	Review Date:	Ongoing (at least weekly or as per government guidance updates)
-----------------	---------------	-------------------	---	--------------	---

Endorsed By:	Neil Murrall	Signature:		Position:	Director	Date:	22/7/20
--------------	--------------	------------	--	-----------	----------	-------	---------

Description of assessment	Coronavirus (COVID-19) – Clubhouse and Toilets to ensure they are 'COVID secure'
---------------------------	--

Location Details	Central Ground, Coles Lane, Sutton Coldfield B72 1NL
------------------	--

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
COVID-19 General	Employees Customers	5	3	15	H	<ul style="list-style-type: none"> <li>Anyone who meets one of the following criteria must follow the Governments guidance on Self Isolation:               <ul style="list-style-type: none"> <li>Has a high temperature, loss / change in taste or smell or a new persistent cough?</li> <li>Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition)?</li> <li>Is living with someone in self-isolation or a vulnerable person.</li> </ul> </li> <li>Signage to be displayed at the entrance of the venue displaying rules and warning customers not to enter the venue if they have symptoms or have tested positive for COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>Guidance on self-isolation found via the Government website.</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
COVID-19 Lack of awareness	Employees	5	3	15	H	<ul style="list-style-type: none"> <li>Posters giving the latest government guidance will be displayed in all entrance areas and in suitable places around the venue.</li> <li>Club rules will be communicated to all customers and employees. ( also on website and by social media )</li> <li>Regular briefings will be carried out, warning employees of the risks posed by the virus as well as the control measures outlined in this assessment and government guidance.</li> <li>Updates will be communicated when new guidance is released and when the contents of this risk assessment are updated.</li> <li>Club will continually adopt and review new government / WHO guidance as and when it is available.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<b>COVID-19</b> Somebody showing Symptoms	Employees Customers	5	3	15	H	<ul style="list-style-type: none"> <li>Return home immediately</li> <li>Avoid touching anything</li> <li>Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough, and sneeze into the crook of their elbow.</li> <li>They must then follow the guidance on self-isolation and not return to the venue until their period of self-isolation has been completed.</li> <li>Contact with personnel suspected of having caught COVID-19 will be avoided.</li> <li>Request that the individual be tested as per the test and trace guidelines</li> <li>If a positive test is given, assess all other employees who may have been in contact with the individual for 15 minutes or over and then follow the current government self-isolation and test and trace guidelines</li> <li>Isolate the area/s that the individual has spent time in for 24 hours</li> <li>Following the 24-hour isolation of the areas, carry out a full deep clean of each area before any work re-commences within those areas</li> </ul>	<ul style="list-style-type: none"> <li>Areas / items that have been accidentally touch must be thoroughly cleaned. <u>Please see cleaning section below</u></li> <li>They must wash their hands thoroughly for 20 seconds after any contact with someone who is unwell with symptoms consistent with coronavirus infection.</li> <li>If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, must follow the government guidelines on self-isolation.</li> <li>Covid 19 holding room established in disabled toilet in toilet block pitchside to quarantine suspected cases prior to leaving site.</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Travelling to and from the venue  Catching and Spreading  Car sharing and the use of public transport	Employees Customers	5	3	15	H	<ul style="list-style-type: none"> <li>Where possible all employees should travel to work alone using their own transport.</li> <li>Employees/customers will be encouraged not to use public transport by providing more car parking spaces and bike-racks.</li> <li>If employees have no option but to share transport:               <ul style="list-style-type: none"> <li>Journeys should be shared with the same individuals and with the minimum number of people at any one time</li> <li>Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission</li> <li>The vehicle should be cleaned regularly using gloves and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces</li> </ul> </li> <li>Hand cleaning facilities to be provided at all entrances and exits for the at the Club and/or employees to be told to wash their hands immediately when entering.</li> </ul>	<ul style="list-style-type: none"> <li>Emergency procedure to be reviewed and communicated on how someone taken ill would get home or to hospital</li> <li>For employees having to use public transport, issuing PPE should be considered. This would include hand sanitisers, nitrile gloves and face protection</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p><b>Keeping customers and visitors safe</b></p> <p><b>Entering the venue</b></p> <p><b>Customers interaction within staff and others in the venue</b></p> <p>Catching / Spreading</p>	<p>Employees</p> <p>Customers</p>	5	3	15	H	<ul style="list-style-type: none"> <li>Names and contact details for customers will be obtained and retained for 21 days to allow test and trace procedures to be followed if a customer falls ill with the virus.</li> <li>Indoor gatherings should only be occurring in groups of up to 2 households (including support bubbles).</li> <li>Outdoor gatherings should only be occurring in groups of up to 2 households (or support bubbles), or a group of at most 6 people from any number of households.</li> <li>It will not be permitted to allow groups of more than 30 people unless set out in the limited circumstances in law.</li> <li>The Club will not permit live performances including drama, comedy and music to take place in front of a live audience.</li> <li>Capacity will be lowered to ensure it is possible to safely seat a number of people within the venue and keep social distancing guidelines (2m, or 1m plus where 2m is not possible). Total indoor, outdoor, furniture, pinch points and busy areas will be considered.</li> <li>Indoor and outdoor seating arrangements will be reconfigured to maintain social distancing guidelines between customers of different households or support bubbles.</li> </ul>	<ul style="list-style-type: none"> <li>Additional staff or Supervision to be in place to ensure compliance in social distancing near busy areas – such as queuing areas outside.</li> <li>Regular announcements to remind customers to follow social distancing advice and clean their hands regularly.</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p><b>Keeping customers and visitors safe</b></p> <p><b>Entering the venue</b></p> <p><b>Customers interaction within staff and others in the venue</b></p> <p><b>Continued</b></p> <p><b>Catching / Spreading</b></p>	<p>Employees</p> <p>Customers</p>	5	3	15	H	<ul style="list-style-type: none"> <li>Where queuing is unavoidable, outdoor spaces will be used where available and safe.</li> <li>Guidance provided on social distancing and hygiene to customers on arrival with signage.</li> <li>Entry of customers is managed to ensure indoor customers are seated with appropriate distancing and those outdoors have appropriate seating or standing room to avoid congestion.</li> <li>Social distancing markings, safe queueing for toilets and using credit card machines for payment ( wherever possible )</li> <li>Customers will be encouraged to use hand sanitiser or handwashing facilities as they enter the venue.</li> <li>Customers that are accompanied by children will be reminded that they are responsible for supervising them at all times and should follow social distancing guidelines.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p>Keeping customers and visitors safe</p> <p>Entering the Clubhouse</p> <p>Customers interaction within staff and others in the Clubhouse</p> <p>Continued</p> <p>Catching / Spreading</p>	<p>Employees</p> <p>Customers</p>	5	3	15	H	<ul style="list-style-type: none"> <li>One-way system will be introduced where possible to reduce congestion and contact between customers.</li> <li>Tables and chairs should have easy wipe surfaces / coverings where practical to do so and thoroughly cleaned with anti-viral cleaners following each sitting.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<b>Managing service of food and drink</b> <b>Catching / Spreading</b>	Employees Customers	5	2	10	H	<p>Please note - It is very unlikely that coronavirus can be contracted from food.</p> <ul style="list-style-type: none"> <li>Social distancing guidelines of 2m, or 1m plus where 2m is not possible, will be maintained when taking orders from customers, this will include face coverings.</li> <li>Floor markings will be located to remind customers to maintain social distancing between customers of different households or support bubbles.</li> <li>Cutlery and condiments will be delivered to the tables by staff to reduce transmission and only when food is served.</li> <li>Condiments and serviettes will be disposable and cutlery individually wrapped and delivered alongwith food.</li> <li>Customers will be encouraged not to lean on counters when collecting drinks or for any other reason.</li> <li>Contactless payments will be used where possible whilst maintaining social distancing guidelines.</li> <li>Contact between employees and customers will be reduced at points of service by the wearing of full safety visors.</li> </ul>	<ul style="list-style-type: none"> <li>Supervision to be in place to ensure compliance</li> <li>Review return to work procedure to include COVID19 self-isolating requirements</li> <li>Full food safety and HACCP controls in place</li> </ul>			5	1	5	M





# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<b>Managing service of food and drink</b>  <b>Continued</b>  <b>Catching / Spreading</b>	Employees Customers	5	2	10	H	<b>Service at the bar</b> <ul style="list-style-type: none"> <li>Bar stools will be removed.</li> <li>Staff will wear full safety visors to minimise face to face interaction especially at till points and bar serving areas.</li> <li>The Club will have only employees collect and return empty glasses to the bar to reduce congestion at points of service. Clearly marked areas will be provided for customers to return empty glasses for staff to collect for washing.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Customer toilet areas Catching / Spreading	Employees Customers	5	3	15	H	<ul style="list-style-type: none"> <li>Signs and posters displayed to build awareness of good handwashing techniques and the need to increase handwashing frequency.</li> <li>Toilets will contain hand sanitizer gel at entry points.</li> <li>Hand dryers will be provided</li> <li>The one-way system should be adhered to when travelling to and from the toilet areas.</li> <li>Increase cleaning regime for toilet facilities particularly door handles, locks, and toilet flush. Regularly check soap and sanitiser levels.</li> <li>Bins to be emptied on a regular basis</li> </ul>	<ul style="list-style-type: none"> <li>Additional staff to be in place to maintain good hygiene levels</li> <li>Face shields, Gloves and Face coverings should be available to employees who cannot avoid breaching the social distancing guidelines when working in the welfare area.</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Social Distancing for Employees Catching / Spreading.	Employees Customers	5	3	15	H	<ul style="list-style-type: none"> <li>Changing area for staff and staff toilet will have suitable social distancing rules followed.</li> <li>Layout of the Clubhouse has been reviewed to ensure employees work further apart from each other where possible.</li> <li>Where working further apart is not possible, working side by side or facing away from each other will be encouraged.</li> <li>Kitchen access will be reduced to as few people as possible.</li> <li>Interaction between kitchen and other workers will be discouraged wherever possible.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p><b>Social Distancing for Employees</b></p> <p><b>Continued</b></p> <p><b>Catching / Spreading.</b></p>	<p>Employees</p> <p>Customers</p>	5	3	15	H	<ul style="list-style-type: none"> <li>• Work areas will be spaced where possible such as sinks, hobs and ovens, which may also include cleanable panels between appliances.</li> <li>• Floor markings in place where necessary to identify social distancing measures.</li> <li>• Limited access to cellar area will be implemented.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p><b>Providing Entertainment in the Clubhouse ( including live football coverage on the big screens ) Catching / Spreading.</b></p>	<p>Employees, Customers</p>	5	3	15	H	<ul style="list-style-type: none"> <li>No live performances, including drama, comedy or music, to take place in front of a live audience will be permitted.</li> <li>Only the playing of music or broadcasts that will not encourage shouting, singing or chanting or to a noise level where customers would have to raise their voices, increasing the risk of transmission will be permitted.</li> <li>The capacity of audience members to allow for social distancing guidelines to be followed which will not be exceeded.</li> <li>Indoor entertainment space (dance floor) will be used for additional seating rather than promotion of dancing or a standing area.</li> <li>Additional staff will supervise any entertainment event to ensure customers can be reminded of social distancing arrangements.</li> </ul>				5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Receiving Deliveries to the Clubhouse Catching / Spreading.	Drivers Employees Customers	5	3	15	H	<ul style="list-style-type: none"> <li>All deliveries to be pre-arranged where possible.</li> <li>Pre-arranged loading/unloading area to be defined.</li> <li>Wash hands both before and after if you have to load/unload goods and materials.</li> <li>Social distancing guidelines will be followed when putting away or replenishing materials.</li> <li>Remember, wearing gloves more than once will not provide you with suitable protection, the virus may remain on the surface of the glove and be passed around the same as on your hands.</li> </ul>	<ul style="list-style-type: none"> <li>Any drivers delivering to the company who display symptoms will be refused entry to the venue and will not be offloaded</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Cleaning Duties Catching / Spreading	Employees, Customers	5	3	15	H	<ul style="list-style-type: none"> <li>The minimum PPE to be worn for cleaning an area where a person with possible or confirmed coronavirus (COVID-19) has been is disposable gloves and an apron.</li> <li>Enhanced cleaning procedures are in place across the clubhouse and toilet areas. Paying particular attention to frequently touched areas and surfaces:               <ul style="list-style-type: none"> <li>Taps and washing facilities</li> <li>Toilet flush and seats</li> <li>Door handles and push plates</li> <li>Handrails on staircases and corridors</li> <li>Lift and controls</li> <li>Food preparation and eating surfaces</li> <li>Remote controls</li> <li>Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings,</li> </ul> </li> <li>Ensure suitable COSHH assessment is in place and users / cleaners have had suitable training on effecting cleaning.</li> <li>Rubbish collection and storage points are increased and emptied regularly throughout and at the end of the day.</li> <li>Hands will be washed before handling plates and cutlery.</li> </ul>	<ul style="list-style-type: none"> <li>Supervision to be in place to ensure compliance</li> <li>If an alternative disinfectant is used within the organisation, this should be checked and ensure that it is effective against viruses</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<b>Cleaning Duties</b>  <b>Continued</b>  <b>Catching / Spreading</b>	Employees, Customers	5	3	15	H	<ul style="list-style-type: none"> <li>Wear disposable or washing-up gloves and aprons for cleaning. Dispose of as per Waste Disposal section below</li> <li>Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning and throughout the day.</li> <li>Any cloths and mop heads used must be disposed of as per Waste Disposal section below</li> </ul>				5	1	5	M





# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p><b>Applying First Aid</b></p> <p><b>Catching and Spreading while delivering first aid response</b></p>	First Aider/Responder Person requiring assistance	5	3	15	H	<ul style="list-style-type: none"> <li>Provide additional PPE for all first aiders, this should include face mask, face shield, latex/Nitrile gloves and disposable apron.</li> <li>Gloves aprons and masks should be disposed of after use and face shield cleaned.</li> <li>Limit access to first aid facilities to only trained first aid personnel and/or appointed person(s)</li> <li>First aiders must make sure that they wash their hands or use a 70% alcohol gel, before and after treating a casualty.</li> <li>Ensure that they do not cough or sneeze over a casualty when treating them.</li> </ul> <p><b>CPR - cardiopulmonary resuscitation using defibrillator</b></p> <ul style="list-style-type: none"> <li>If an adult is unresponsive and not breathing normally, call 999 or 112 for emergency help and start CPR straight away.</li> <li>Defibrillator is in a wall mounted case in the Clubhouse foyer and should only be used by trained personnel.</li> <li>All non-disposable equipment used including the defibrillator must be thoroughly cleaned with antiviral agents immediately after use.</li> </ul>	<ul style="list-style-type: none"> <li>Contents of this risk assessment communicated to all first aiders</li> <li>If any symptoms develop following treatments ensure, they follow government advice on testing tracing and isolation</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
Vulnerable Groups 'Increased Risk' Employees	Employees	5	4	20	VH	<ul style="list-style-type: none"> <li>Employees known to be at an increased risk of severe illness from coronavirus (COVID-19) to be particularly stringent in following social distancing measures.</li> <li>For employees with an underlying health condition, as per the above list, the government "strongly advises" that you work from home where possible. If your job isn't suitable for home working the employer will consider offering you furloughed, temporarily re-deployed to a role that would allow home working for the duration of this crisis, or undertake a risk assessment to identify any additional steps that need to take, such as re-allocating some duties or providing additional personal protective equipment.</li> </ul>	<ul style="list-style-type: none"> <li>Reissue medical questionnaires to all employees and review.</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
<p><b>“at-risk” employees</b></p> <p>there are some clinical conditions which put people at even higher risk of severe illness from COVID-19</p>	Employees	5	4	20	VH	<ul style="list-style-type: none"> <li>There are some clinical conditions which put people at <b>even higher risk of severe illness from COVID-19</b>, These people may have received letters from the NHS to state that they must self-isolate for a specific period of time. People falling into this group are those who may be at particular risk due to complex health problems.</li> </ul>	<ul style="list-style-type: none"> <li>Reissue medical questionnaires to all employees and review.</li> </ul>			5	1	5	M



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

## Guidance Notes

<b>SEVERITY</b>	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
		1	2	3	4	5
	<b>LIKELIHOOD</b>					

<b>LIKELIHOOD</b>	
5	Almost Certain – Very High Risk
4	Probable – High Risk
3	50/50 – Medium Risk
2	Improbable – Low Risk
1	Almost impossible – Low Risk

<b>SEVERITY</b>	
5	Fatality – Very High Risk
4	Severe incapacity – High Risk
3	Absent 3 weeks – Medium Risk
2	Absent less than 1 day – Low Risk
1	Insignificant – Low Risk



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

1–4 LOW	5–9 MEDIUM	10–15 HIGH	16–25 VERY HIGH
<p>Continue with existing control, however monitor for changes. Implement any additional control measures required, within the timescales given in the risk assessment.</p>	<p>Requires attention to reduce the rating as well as regular ongoing monitoring. Implement any additional control measures required, within the timescales given in the risk assessment.</p>	<p>Requires immediate attention to bring the risk down to an acceptable level. Implement the control measures required, within the timescales given in the risk assessment and continue to review working practices to reduce the probability of an accident to the lowest possible level.</p>	<p>Stop immediately – the risk is too high. Take immediate action to reduce the risk to the lowest level possible.</p>

<p><b>Additional comments:</b></p> <ol style="list-style-type: none"> <li>1. This risk assessment needs to be discussed with employees to ensure that they are fully aware of all control measures</li> <li>2. Employees are to sign an acknowledgement sheet for their understanding of this risk assessment</li> <li>3. The risk assessment is to be reviewed on an ongoing basis as per government guidance</li> <li>4. This risk assessment must be approved by the nominated person for health and safety before being issued as a live document</li> </ol>
--

Assessor 1 name:	Nick Thurston	Signature:		Date:	1/7/20
------------------	---------------	------------	--	-------	--------

Assessor 2 name:	Neil Murrall	Signature:		Date:	22/7/20
------------------	--------------	------------	--	-------	---------



# Risk Assessment

NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

<b>I, the undersigned, have been fully briefed on this risk assessment and other control measures in place to reduce the risk of injury to the lowest possible level. I fully understand my duties as an employee, to follow the control measures in this risk assessment and the method statement.</b>				
<b>Employee name</b>	<b>Job description</b>	<b>Date</b>	<b>Employee comments/recommendations</b>	<b>Signature</b>