

## Covid Secure Risk Assessment 19/07/2021

Task / Activity / Hazard	Consequences	Person(s) at Risk	Risk/ Likelihood	Control Measures / Safe Systems of Work	Risk after Control Measures
Cross Contamination of virus	Spread of Covid-19 Coronavirus	All venue users and visitors	High/Medium	<p><b>Hand Washing</b></p> <p>Sanitiser stations to be placed at venue entrance.</p> <p>Stringent hand washing/sanitising taking place.</p> <p>Drying of hands with disposable paper towels.</p> <p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>Team members to wash/sanitise hands before and after every cash handling transaction.</p>	Low

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Poor Social Distance Control	Spread of Covid-19 Coronavirus	Team Members Customers	High/Medium	<p><u>Use of PPE</u></p> <p>Face Coverings to be readily available for all team member</p> <p>Supplies of gloves and masks to be readily available to both team members and customers. Staff will be instructed on how to dispose of them safely.</p> <p>Bins to be located in venue to facilitate the safe disposal of customer/team masks and gloves.</p> <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing</p>	Low
Cash Transactions	Spread of Covid-19 Coronavirus	Team Members Customers	Medium	<p>Review cash transaction processes between team and customers.</p> <p>Use of coin tubs to issue/receive cash or notes</p>	Low

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Infected Individuals	Spread of Covid-19 Coronavirus	Team Members Customers	High	<p><u>Symptoms of Covid-19</u> If anyone becomes unwell with continuous symptoms they should test at the earliest convenience.</p> <p>Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast-changing situation.</p> <p>Line managers will maintain regular contact with staff members during this time.</p> <p>If advised that a member of staff or public has developed Covid-19 and were recently on our premises, the senior management team will take advice and act according to current government guidelines.</p> <p>Report all instances of sickness and absences to <a href="mailto:info@game-nation.co.uk">info@game-nation.co.uk</a></p>	Low

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Mental Health Issues		Team Members	Medium	<p>Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus containment period and will offer whatever support they can to help</p> <p>Reference -  <a href="https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/">https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/</a>  <a href="http://www.hseni.gov.uk/stress">www.hseni.gov.uk/stress</a></p> <p>Line managers and HR will offer support to staff who are affected by Coronavirus or has a family member affected.</p> <p>Regular communication of mental health information and open-door policy for those who need additional support.</p>	Low