

THE BRIDGE IN BARNES

COVID – 19

RISK ASSESSMENT

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COMPLETED BY:

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## **The Hazard**

This risk assessment template identifies controls to minimise the hazard of COVID-19 spread. COVID-19 is an illness that can affect your lungs and airways. Symptoms can be mild, moderate, severe or fatal. It is transmitted from small droplets that are created when infected persons sneeze or cough. These can be directly transmitted to another person or a surface and then transferred if a person touches their eyes, mouth or nose. A competent person has carried out an appropriate COVID-19 risk assessment to help decide the control measure to implement. This risk assessment template will help you address the risks of COVID-19 and identify sensible measures to control the risks in the workplace. You must consult with the health and safety representative selected by a recognised trade union or, if there isn't one, a representative chosen by workers. You must share the results of the risk assessment with your workforce. If possible, you should consider publishing the results on your website. The risk assessment should be reviewed if the nature of the operation changes or if government COVID-19 advice changes.

The people that could be exposed to this are;

- Employees
- Contractors
- Members of the public
- Vulnerable groups (if attending the venue)

## **Control Measures at The Bridge in Barnes**

### **Effective Personal Hygiene**

- Easy access to hand wash basins, with soap for staff and customers and effective air dryers in place
- Hand gel is provided on entrance to the venue and throughout
- Gloves are provided to staff and training has been given on their use

### **Social Distancing Measures**

- Social distancing of 1m to be in force throughout the venue
- Tables and chairs in taped areas to enforce the 1m rule
- A one way system is in place for the whole venue
- One member of staff to look after a specific section for their shift, to decrease cross contamination from other staff.
- Markings on the floor and walls to remind customers of social distancing

### **Cleaning & Disinfection**

- All touch points to be disinfected at the beginning of the day and periodically throughout the day
- All doors to be pinned open to help with customers not having to touch, touch points
- A sufficient supply of cleaning materials spread throughout the venue, to make it easier for staff to clean regularly
- Staff clothing to be clean clothing everyday

### **PPE**

- If employees choose to wear a face covering to ensure they put it on with clean hands and then continue to avoid touching their face.
- Gloves and masks to be provided by the company for the staff

### **Deliveries**

- Have a clear area for deliveries where social distancing can easily be maintained.
- Hands are then washed thoroughly after taking in any delivery

### **Entering and Leaving the venue**

- Floor markings to show social distancing gap
- Signage to be displayed to customers to let them know of procedures in place, so they are aware before they enter the venue

### **Movement within work**

- Reducing the movement around the building by having staff work in specific areas with specific jobs
- Very clear and obvious markings showing how customers can move throughout the venue

### **Communal Areas**

- Chefs to change one at a time
- When using the staff room only one break at a time
- All bar stools to be removed from the bar to stop gatherings
- Signage up along the bar expressing there is no service, to stop people gathering at the bar
- Table service only, to decrease chances of customers congregating

### **Managing the workforce**

- Fixed teams to work in work groups or shift patterns

### **Communication and Training**

- All employees to read and understand the risk assessment
- All employees to complete the CPL training by Star Pubs & Bars on Covid-19 training
- All employees understand the symptoms of covid-19 training and the action they must take if they are in contact with someone who has symptoms.

### **Manual Handling**

- All manual handling risk assessments have been reviewed to take into account social distancing

### **First Aid**

- The first aid risk assessment has been reviewed to take into account Covid-19 controls.

### **Ventilation within the business**

- All doors to be hooked open to allow good airflow throughout the building

### **Common Hand Contact Surfaces**

- All reusable hand contact surfaces are cleaned and disinfected.
- Disinfection wipes to be placed close to phones, PDQ machines, tills etc.
- Sachets to be used rather than sauce bottles
- Cutlery to be taken out with each order
- Cleaning tables after every use

### **Review & Monitoring**

- Monitoring of the control and safety measures to be reviewed daily to ensure we are doing all that is possible to keep staff and customers safe.

## **Dealing with Covid-19 in the workplace**

- All employees that have been exposed to symptomatic person must self-isolate for 14 days and get tested for Covid-19 to establish if they are infected.

## **Risk assessment Training**

- Ensure that all staff sign to say they have read the risk assessment

## **How to raise a concern**

- If any customers or staff have a concern about procedures they can contact Lauren Vindis, the general manager and licensee on [info@thebridgeinbarnes.co.uk](mailto:info@thebridgeinbarnes.co.uk)

## **Keeping Customer and visitors safe & managing service**

- We have calculated the number of visitors that we can have in at any one time and that number will be monitored by the manager on duty, who will have a clicker.
- Tables inside and outside have been moved to be 1m apart from the back of the chair
- A queuing system will be put in place for busy periods to lead away from the building and minding to avoid customers that are in the venue already
- Encouraging customers to use the hand sanitiser provided
- Reminding customers who are with children that they are responsible for supervising them at all times and must follow social distancing guidelines
- Tables and chairs cannot be moved or 'put together' to make a bigger table as they have specifically been put where they are for distancing measures
- A simple track and trace database to be made.
- Cutlery and condiments only to be served with the meal
- Encouraging contactless payments where possible
- Minimising contact between front of house and customers where possible
- Encouraging customers to book online so we are aware of the capacity before hand

## **Customer Toilets**

- Signage to build awareness of good handwashing technique
- Cleaning schedules maintained

## **Providing & explaining available guidance**

- Managing peoples expectations before booking by having a pop up in the booking window, letting them know the new measures we have put in place and how that will affect the customer journey.