

Risk assessment – Reopening Club Bar

Company name: RAFYC

Date of risk assessment: 2/7/20

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
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Exposure to the Covid-19 virus	Staff & club members could be exposed to the Covid-19 virus whilst using the Bar through direct contact with an infected person or by touching an infected surface.	We plan to reopen the bar on 4/7/20. Opening hours will be Fridays 5-9pm, Saturdays 12 noon – 9pm, Sundays 12noon – 6pm.	Agree best method of requesting service. E.g. Carlsberg app.	AV	1/7/20	Closed
			Toilet one way system to be modified – ensure signage is suitable	AV	3/7/20	Open
			Minimise person to person contact and aim for 2m distance or 1m back to back.	AV	3/7/20	Open
			Mark out pitches on lawn	RC/JB	3/7/20	Open
			Tell members to bring their own chairs for outdoor seating	E-shot	2/7/20	Open
			Relayout bar	Sean	3/7/20	Open
			Produce notice – no standing at the bar	AV	3/7/20	Open
			Provide staff serving tables and hosting with their own named visors and gloves	AL	4/7/20	Open
			Provide bar person with face mask and gloves	AL	4/7/20	Open
			Ensure staff change into their uniforms on the premises and take these home to wash.	Sean	4/7/20	Open
			Members to order and pay from the table, Contactless payments only	E-shot	2/7/20	Open
			Staff to clean down tables inside & out after each use.	Sean	4/7/20	Open
			Bar shutters to be raised 1' up & Perspex screens fitted	AV	3/7/20	Open
			Procure vinyl table cloths for all tables	IS	3/7/20	Open
Train staff to wash hands regularly	Sean	4/7/20	Open			

			Members to hand sanitise as they enter door	E-shot	2/7/20	Open
			Ensure fire doors are not propped open	Sean	4/7/20	Open
			Add one way arrows to corridor floor	AV	3/7/20	Open
			Check temperature of glass washing machine and ensure it has been serviced recently	Sean	1/7/20	Open
			Deep clean bar area	Sean	24/6/20	Closed

You should review your risk assessment if you think it might no longer be valid (eg following an accident in the workplace or if there are any significant changes to hazards, such as new work equipment or work activities)

For information specific to your industry please go to <http://www.hse.gov.uk>.

For further information and to view our example risk assessments go to <http://www.hse.gov.uk/risk/casestudies/>

Combined risk assessment and policy template published by the Health and Safety Executive 08/14