








## Risk assessment for : The Three Horseshoes




<b>Risk assessment name</b>	Covid Secure Risk Assessment - Food and Drink Establishments	<b>Assessment type</b>	 General
<b>Assessor name</b>	Paula Stapleton	<b>Affected site(s)</b>	The Three Horseshoes (CM23 1HB)
<b>Assessment date</b>	29/06/2020	<b>Review period</b>	Monthly
<b>Approved by</b>	Paula Stapleton	<b>Review date</b>	29/07/2020
<b>Approved date</b>	29/06/2020	<b>Reference</b>	Covid 19








Workspace(s)	Description
<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;">  Access / Egress         </div> <div style="text-align: center;">  Cellar         </div> <div style="text-align: center;">  Outside Area         </div> </div> <div style="margin-top: 10px;">  Processing       </div>	<p>Due to the emerging evidence and changes to Government Guidance, it is vital that the most up to date guidance for your country is referred to.</p> <p>This risk assessment sets out the controls that will be in place for the workplace and work activities in order to reduce the risk of the transmission of the Covid-19 virus and demonstrate that the organisation is Covid-Secure.</p>

Hazard	Who could be harmed and how?	Existing controls	Risk rating (L x S)
 <p>1. Cleaning To Reduce Transmission Of Covid-19 - Risk of exposure to Covid-19 whilst cleaning work areas.</p>	<p>All staff</p> <p>Cleaners, Customers, Visitors</p> <p>How Many? 6</p> <p>How? Cleaning areas where Covid-19 may be</p>	 <p><b>Appropriate Disinfectant Products Used In Line With COSHH Assessment.</b></p> <p>Appropriate disinfectant to be used in line with the COSHH assessment - this will be communicated to staff.</p> <p>The product will be used in line with instructions for use and dilution rates and appropriate PPE provided and worn where indicated.</p> <p>Disposable cloths will be used where possible to reduce transmission.</p>	<p>2 x 5</p> <p style="font-size: 2em; color: orange; text-align: center;">10</p> <p>Medium</p>



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	<p>present may lead to exposure to the virus. However- the cleaning of all areas correctly will reduce the risk of transmission overall.</p>	<p> <b>Cleaning Of Premises Before Work Commences</b> The entire premises will be cleaned with an appropriate antibacterial cleaner prior to opening.</p> <p> <b>Correct Guidance On Cleaning Will Be Followed For Cleaning Areas Of Higher Risk</b> Based on current Government Guidance for Non-clinical Settings. <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a></p> <p>This includes the use of additional PPE (gloves, aprons, eye protection, mask) and items double-bagged and labelled - stored securely for 72 hours before disposal.</p> <p> <b>Increased Cleaning Frequency Of Cleaning Throughout Premises</b> In line with existing food hygiene standards, there will be a high standard cleaning regime in place throughout premises.</p> <p>Particular focus on commonly touched areas, equipment, surfaces and common shared areas such as waiting areas, dining areas, toilets, reception areas, collection points etc as well as food packaging, crockery, cutlery etc.</p> <p>All customer areas will be thoroughly cleaned with an antibacterial cleaner between customer change over.</p> <p>An increased cleaning regime will be applied to toilet facilities.</p>	






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		 <p><b>Workspaces Will Be Cleared Of Waste Frequently</b></p> <p>Increased waste collection in place including customer and employee areas.</p> <p>Removal of personal items at the end of shift.</p>	
 <p>2. Hygiene Control Poor hand hygiene and respiratory hygiene control may lead to an increase in surface contamination.</p>	<p>All staff, Members of the public, visitors</p> <p>Customers, Visitors</p> <p>How Many? 80</p> <p>How? Increased risk of surfaces becoming contaminated with pathogens including Covid-19 leading to spread of infection.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">  <p><b>Existing Food Hygiene Standards Are In Place</b></p> <p>Through existing food hygiene measures- there are high standards of hygiene throughout the workplace.</p> </div> <div style="width: 45%;">  <p><b>Increased Waste Management</b></p> <p>Additional waste facilities will be available throughout the site with more frequent collection where appropriate - including customer and employee areas.</p> </div> </div> <div style="margin-top: 10px;">  <p><b>Signs And Posters In Use To Remind To Practise Good Hygiene - In Customer And Staff Areas</b></p> <p>Relevant posters and signs displayed to remind employees and customers of the need to wash hands for at least 20 seconds on a frequent basis.</p> <p>Signs positioned adjacent to hand sanitisers to remind customers and staff to sanitise hands regularly.</p> </div>	<p>2 x 5</p> <p style="font-size: 2em; color: orange;">10</p> <p>Medium</p>





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		<p> <b>Sustain High Standards Of Hand Hygiene</b> Frequent washing of hands and the use of hands sanitisers to reduce the potential spread of Covid 19. All staff to wash or sanitise hands before and after serving customers or handling cash.</p> <p>In line with Food Standards Agency Guidance on Good Hygiene Practices- excellent standards of hand hygiene will be in place at all times.</p> <p>This includes the frequent washing of hands for at least 20 seconds - especially after being in a public place, sneezing, coughing, blowing nose or handling equipment.</p> <p> <b>Use Of Face Coverings By Employees</b> If employees choose to wear face coverings then they will be supported in the workplace.</p> <p>Face coverings are not classed as PPE. Advice will be given to employees on the correct use.</p>	




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 <p>3. Attendance And Movement Of People In The Workplace -The attendance of people in the workplace where working from home is not possible will increase the number of people in the premises which may increase the risk of Covid-19 transmission.</p>	<p>All staff</p> <p>Customers, Visitors</p> <p>How? Where more than 1 person attends work not from the same household increases the risk of transmission of the Covid-19 virus.</p>	<p> <b>Controlled Movement Of People Throughout Workplace</b> Use of one way systems, separate entrances and exits to reduce the number of people at cross over areas and pinch points.</p> <p>Monitoring and regulation of higher traffic areas such as corridors, entrances and stairwells.</p> <p>Use of signs and markings to indicate the direction of movement and advised social distances in place where appropriate.</p> <p> <b>Emergency Plans Updated And Communicated</b> People do not have to adhere to social distancing where there is an emergency such as fire, an accident or a security threat or break in and the risk to safety is imminent.</p> <p>Those assisting others in emergencies should ensure they carry out stringent hygiene control afterwards including thorough handwashing.</p> <p> <b>Information, Instruction and Training Provided To Employees</b> Employees consulted on risks and controls in the work place.</p> <p>Staff communicated with on a regular basis on changes to hazards and controls.</p> <p>Employees receive training through the use of training courses, posters, signs, announcements and briefings.</p>	<p>2 x 5</p> <p> <b>10</b></p> <p>Medium</p>








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		<p> <b>Minimal Employees To Attend The Workplace</b> Work organised so that minimal people are required to attend the workplace - where it allows work to be carried out safely whilst supporting social distancing.</p> <p>Where possible this will be limited to the same people on same shifts to prevent mixing of groups.</p> <p> <b>Pro-active Monitoring In Place</b> Pro-active monitoring in place to ensure that staff and customers are adhering to controls and that control measures are adequate and effective.</p> <p> <b>Restrict Movement Of People Throughout Site</b> Employees discouraged from carrying out non-essential trips within the premises- use of phones, emails or radios to communicate with others elsewhere.</p> <p>Drop off and collection areas designated for exchanging of documents, materials, goods or equipment.</p> <p>Job rotation reduced to prevent moving between locations where at all possible.</p> <p> <b>Signage And Floor Markings In Place To Remind Employees And Customers Of The Controls</b> Posters and signs to be used to remind employees and customers of the requirement to adhere to social distancing, to wash hands frequently and to practice good respiratory hygiene (coughs and sneezes).</p>	

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		<p> <b>Staggered Work Patterns</b> Working patterns organised to reduce the number of persons on-site at any one time and also staggered to reduce the number of people arriving and leaving to prevent cross over.</p> <p>Cohorts or Teams to be fixed where possible to prevent mixing of different people on shifts.</p> <p> <b>Ventilation On Site Increased As Much As Possible.</b> Windows and doors opened as much as possible to increase ventilation in all workspace.</p> <p>Use of extraction fans may be used to increase ventilation.</p> <p>Adjustments to be made to ensure adequate ventilation remains in place.</p> <p>Fire doors will not be propped open.</p> <p> <b>Vulnerable Employees Proactively Supported And Protected</b> Where employees are at increased risk from Covid-19 and its associated complications, each case will be assessed individually to ensure they are adequately protected and supported.</p> <p>This may include Black, Asian and Minority Ethnic (BAME) employees, pregnant women, older people and those with underlying health conditions.</p> <p>Appropriate individual risk assessments will be completed where required.</p> <p>Guidance for those deemed Clinically Vulnerable and Clinically Extremely Vulnerable will be followed.</p>	

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		 <p><b>Will Follow Test, Trace And Isolation Requirements</b> Where employees are required to isolate due to themselves or their household/bubble having symptoms or positive test result, being required by NHS Test &amp; Trace or due to travel quarantine requirements they will not be permitted to attend the workplace.</p>	
 <p>4. Social Distancing Guidelines Cannot Be Met -Activities, where social distancing cannot be followed in full, may lead to increased risk of the transmission of the virus due to being in close proximity and mitigation measures will be required. This includes entrances, exits and common areas as well as work activities.</p>	<p>All staff, Members of the public, visitors</p> <p>How Many? 80</p> <p>How? Being in close proximity may lead to increased risk of the spread of the Covid-19 virus.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;">  <p><b>Employees To Avoid Face To Face Work Where Possible</b> Where possible employees will work side by side or back to back to avoid working face to face.</p> </div> <div style="width: 48%;">  <p><b>Improved Ventilation</b> Workspaces will be well ventilated through natural or mechanical means to increase air changes.</p> </div> </div> <div style="margin-top: 20px;">  <p><b>Increased Cleaning Carried Out</b> Increased cleaning of surfaces where people are operating within the advised social distancing to be carried out.</p> </div> <div style="margin-top: 20px;">  <p><b>Increased Handwashing Carried Out</b> Provisions will be made in order for people to be able to wash their hands more frequently- including before and immediately after carrying out tasks where social distancing has not been maintained.</p> <p>Sanitiser stations will be installed around the premises to allow for increased hand cleaning.</p> </div>	<p style="text-align: center;">3 x 5</p> <div style="text-align: center;">  <p style="font-size: 24pt; font-weight: bold; color: orange;">15</p> </div> <p style="text-align: center;">Medium</p>






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		<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p> <b>Physical Barriers or Screens In Use</b> To screen people from each other physical barriers or screens will be used and cleaned frequently.</p> <p> <b>Time Spent Within The Advised Social Distance To Be Kept To A Minimum</b> The time where persons are within the advised social distance will be kept to as short a time as practicable possible.</p> <p> <b>Use of Personal Protective Equipment (PPE) Or Face Coverings</b> Additional PPE beyond what is normally worn to control workplace risk, for management of Covid infection has limited benefits and precautionary use of additional PPE for this purpose is not encouraged.</p> <p>However where the risk assessment identifies high risk of transmission due to difficulties implementing controls such as social distancing then the use of face coverings or PPE will be considered as a further control measure.</p> <p>Appropriate PPE or face covering will be selected and employees trained in its safe and effective use, storage and disposal in line with PPE risk assessment.</p> <p>Face Fit Testing will be carried out where required.</p> </div> <div style="width: 48%;"> <p> <b>Teams / Partners / Cohorts Will Be Kept Fixed Where Possible</b> To reduce the number of different people working within the advised social distance, fixed teams and partners will be place where at all possible to reduce the level of possible transmission</p> </div> </div>	








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		 <p><b>Work Activity Assessed To Deem If It Will Proceed</b> If social distancing cannot be maintained, the activity will be assessed to deem if it is safe to go ahead with the appropriate mitigation factors in place.</p>	
 <p>5. Individuals Displaying Symptoms - Coronavirus reportedly spread through exposure or contact to cough droplets. People at work developing on-set of symptoms within the workplace.</p>	<p>All staff, Members of the public, visitors  Customers, Visitors</p> <p>How? An individual could develop symptoms of Covid-19, which includes a high/raised temperature, a new/continuous cough or loss of sense of taste or smell which may lead to increased risk of transmission of Covid-19.</p>	 <p><b>Cases Recorded and Investigated.</b> Records maintained of those who are isolating or who develop symptoms at work.</p> <p>Investigations carried out if the transmission could be work-related in the event it needs to be reported under RIDDOR.</p> <p>Appropriate risk assessments and work activities reviewed to ensure there are effective controls or if any changes are required.</p>  <p><b>Employee Not To Return To Work And Should Self-Isolate</b> For those displaying symptoms, isolation should be exercised immediately, ensuring Line Management are informed.</p> <p>Should individuals live with those displaying symptoms, they should isolate for 14 days. If by themselves, 7 days.</p>	<p>4 x 6</p>  <p>24</p> <p>Medium</p>





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		<p> <b>Symptomatic Persons To Go Home Immediately</b>            People displaying symptoms (including customers and employees) will be sent home directly from work and maintain social distancing to do so.</p> <p>If they require someone from their household to come and pick them up - they will wait in an isolated room away from anyone else until they are collected. This area will require thorough cleaning afterwards in accordance with the guidance.</p> <p>They should then self-isolate in accordance with guidelines.</p> <p> <b>Will Follow Government Advice On Testing And Tracing</b>            Will follow the relevant protocol for booking a Covid-19 test and any subsequent tracing and isolation that should follow.</p> <p> <b>Work Area Cleaned Thoroughly Using Disinfectant Following Guidelines.</b>  <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a></p> <p>If dealing with bodily fluids or suspected Covid-19 person then extra precautions will be needed which will include protection for eyes, nose and mouth in addition to the gloves and aprons.</p> <p>For disposal these should be then double-bagged and labelled and stored safely and securely for 72 hours before disposal by normal means of collection.</p> <p>Staff will be trained in the effective use of PPE to ensure it offers the correct level of protection.</p>	






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 <p>Coming To Work And Leaving Work - Sharing of a vehicle to, from work or use of public transport may lead to an inability to maintain social distancing.</p>	<p>All staff, Members of the public</p> <p>How Many? 10</p> <p>How? Exposure to the virus due to inability to maintain social distancing leading to potentially contracting the virus.</p>	 <p><b>Safer Travel Supported</b> Car sharing with people from different households will be discouraged.</p> <p>Alternatives such as walking and cycling will be supported with increased facilities.</p> <p>Use of Public Transport will be discouraged and where this is not possible employees will follow Government requirement to wear face coverings and practice high standards of hygiene and maintain social distancing.</p>  <p><b>Shifts Staggered</b> Where at all possible shifts will be staggered to allow employees to travel outside of rush hours as well as avoiding cross overs of shifts or when customers may be arriving or leaving such as opening and closing times.</p>	<p>2 x 5</p>  <p><b>10</b></p> <p>Medium</p>
 <p>Common Areas (Including Kitchen and Welfare Facilities) - Due to areas being frequently utilised by all staff, the potential</p>	<p>All staff</p> <p>How Many? 6</p> <p>How? Common areas may restrict the ability to maintain social</p>	 <p><b>Access To Toilets / Showers/ Changing Rooms Controlled</b> Restrictions on the number of people using facilities at any one time to allow for social distancing.</p> <p>Use of markings and posters to indicate the social distancing requirements.</p> <p>Consider 1 in and 1 out where appropriate.</p>	<p>2 x 5</p>  <p><b>10</b></p> <p>Medium</p>




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<p>for infection is increased. This includes stairwells, waiting areas, seating areas as well as toilets, changing room and kitchen areas.</p>	<p>distancing. Due to heavy foot fall, surfaces may be touched more frequently and individuals may cross paths more often.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p> <b>Increased Frequency Of Cleaning Of Toilets and Kitchens.</b></p> <p>Increased cleaning of the welfare facilities will be carried out on site. Paper towels to be used where possible as opposed to hand dryers.</p> <p style="text-align: center;"> </p> <p> <b>Pro-active Monitoring In Place</b></p> <p>Common areas, including toilets and access and egress routes are monitored frequently, ensuring individuals are exercising social distancing.</p> <p> <b>Regular Cleaning Of Common Area And Touch Points.</b></p> <p>Common areas where people pass through are to be cleaned frequently but specific attention to be paid to areas where people spend more time or common touchpoints.</p> <p>These will be cleaned more intensely/frequently.</p> <p>The appropriate disinfectant will be used in line with the COSHH Assessment and the correct PPE worn which will be disposed of correctly.</p> <p>Disposable cloths will be used where possible to reduce transmission.</p> </div> <div style="width: 45%; text-align: center;"> <p> <b>Numbers Of People In Common Areas Managed.</b></p> <p>Individuals using common areas will be kept to a minimum at all times and social distancing will be strictly adhered to.</p> </div> </div>	




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 <p>Food Preparation Activities Work activities and layout of the kitchen make social distancing hard to adhere to.</p>	<p>All staff</p> <p>How Many? 6</p> <p>How? Increased risk of transmission of Covid-19 Virus.</p>	<p> <b>Designated Work Zones In Place</b> Designated work areas for staff in operation for food preparation which are socially distant.</p> <p>Supported by reduced menu options to reduce the number of processes.</p> <p> <b>Food Provisions Safely Managed</b> Dining facilities will be laid out to support social distancing. Mitigation measures in place will include; improved ventilation, table service, no self service, contactless ordering and payments where possible, minimal staff interaction, use of screens and tables to face away from other diners etc.</p> <p> <b>Handwashing Of Items Avoided</b> Where at all possible, items will be not be handwashed.</p> <p>Glassware will be washed separately from plates and cutlery.</p>	<p>2 x 5</p> <p> <b>10</b></p> <p>Medium</p>

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		<p> <b>Limited Interaction Between Staff</b>            There will be minimised interaction between kitchen staff and other workers.             This includes during service and at break times.             Fixed teams will work together to reduce the level of mixing between people where at all possible.             Designated areas, processes and staff to be organised to control the movement of food from kitchen to delivery staff - use of same staff teams.</p> <p> <b>Protective Screens Provided &amp; Used</b>            In between work zones where possible, protective screens will be in place if social distancing cannot be maintained.             These will be cleaned frequently.</p> <p> <b>Reduced Contact For Exchange Of Produce and Food</b>            Work organised so that staff have own provisions for the food they are preparing to reduce the need to share and pass items.             Where food, produce or equipment is to be handed over- then direct contact will be avoided through the use of designated exchange areas.</p>	

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		<p> <b>Replenishment And Stock Activities Planned</b> Procedures in place for stock areas so that social distancing can be maintained.</p> <p>One Way Flow of people into the stock area. Designated time or people to carry out replenishment and put away tasks to reduce mixing of people or breaching social distancing.</p> <p> <b>Restricted Access To Kitchen Areas</b> Limited personnel permitted in kitchen area to allow for social distancing- minimal persons for the safe operation of the kitchen.</p> <p>Reduced menu options to reduce the number of processes required.</p> <p>Walk-In Facilities such as pantries and fridges will be restricted to one person at any one time.</p> <p>Front of house staff and delivery staff to reduce access into the kitchen to reduce the mixing of people.</p> <p> <b>Staff To Wash Hands Before Handling of Plates and glasses</b> Staff should wash or sanitise there hands before handling plates or glasses.</p>	





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 <p>Managing Customers, Visitors and Members of the Public coming to site Visitors such as customers attending site for social reasons</p>	<p>visitors</p> <p>How Many? 70</p> <p>How? Transmission of Covid-19 between Customers and employees.</p>	<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;">  <p><b>Access To Welfare Facilities Controlled</b></p> <p>Access to welfare facilities is strictly controlled with increased cleaning carried out and use monitored.</p> </div> <div style="width: 48%;">  <p><b>Contactless Exchange Of Money, Goods And Documents In Place Where Possible.</b></p> <p>To reduce the need to exchange paperwork or handle cash - contactless methods preferred and encouraged.</p> <p>Delivery notes and paperwork issues electronically.</p> <p>Single use menus will be used.</p> </div> </div> <p> <b>Controlled Flow Of Customers Through Premises.</b></p> <p>One-way systems and separate entry and exit points in place through the premises to encourage customers to flow around the premises in one direction to prevent cross-overs.</p> <p>Pinch points controlled through the use of markers on floor and signs and use of employees to advise customers where appropriate.</p> <p>Queue Management System in place to ensure social distancing can be maintained whilst people are queuing - this may include waiting outside.</p> <p>Table service only will be adopted.</p>	<p>3 x 5</p>  <p>15</p> <p>Medium</p>






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		<p> <b>Customer Bookings Managed And Staggered</b> Customer seating bookings in place and 'drop-ins' discouraged where possible to control the number of people on site.</p> <p>Bookings staggered to allow enough time in between customers leaving to clean the area and prepare for next diners.</p> <p>Only permitted numbers of diners in line with Government guidance are allowed to attend the premises.</p> <p> <b>Customers Not Permitted To Remain At Bar To Consume Purchases</b> Bar areas will be kept clear for ordering and collection of food and drink.</p> <p>Customers required to consume their purchases in designated areas to leave bar areas clear for customers needing to place orders.</p> <p> <b>Increased Cleaning Regime In Place For Touch Points And Interfaces.</b> Increased cleaning of areas where there are interactions with customers and visitors will be carried out. This includes, handles, handrails, countertops, tables and chairs.</p> <p> <b>Increased Hand Washing Provisions</b> Hand Washing encouraged through provision of more facilities.</p> <p>Use of Sanitiser where this is not possible.</p>	



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		<p> <b>Information Communicated To Visitors And Customers</b> Information signs displayed at visitor and customer arrival areas to make procedures clear.</p> <p> <b>Managed Entry</b> The number of people permitted inside the premises will be restricted to allow effective social distancing - considering pinch points and queuing and one-way entry and exits to prevent cross over.</p> <p>Customers encouraged to attend premises alone where possible unless they require assistance.</p> <p>There will be the use of effective queue management outside the premises where necessary to support social distancing whilst queuing through the use of barriers and markings and personnel where appropriate.</p> <p>Provisions will be made for those who require additional support if queues are large - such as those with disabilities.</p> <p>Customers may be asked to wait in their vehicle until their order/ table is ready if the queue becomes too large.</p>	

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		<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p> <b>Only Permitted Gatherings Allowed In Line With Current Restrictions</b></p> <p>The most recent Government restrictions will be adhered to in relation to the permitted number of people allowed to gather with the relevant controls implemented.</p> </div> <div style="width: 48%;"> <p> <b>Ordering Of Food And Drinks Managed</b></p> <p>Table service will be in place to reduce people queuing at ordering areas/ bar areas.</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p> <b>Outside Space Utilised Where Possible</b></p> <p>Where space and facilities permit- outside space will be used for food and drink consumption - ensuring social distancing is maintained in the layout of tables and chairs.</p> <p>Regular monitoring of outside spaces to ensure social distancing is being complied with.</p> </div> <div style="width: 48%;"> <p> <b>Sanitiser Available At Visitor And Customer Interfaces.</b></p> <p>Sanitiser available at locations where visitors and customers will present to employees.</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p> <b>Protective Interface Established</b></p> <p>Use of markings, signage and potential use of screens (existing or temporary plexi-glass) to provide a barrier between visitors and customers and employee at counters, tills and service areas.</p> </div> <div style="width: 48%;"></div> </div>	

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		<p> <b>Seating Arranged To Comply With Social Distancing</b> Where 'eat in' provisions are permitted - dining areas will be arranged ensuring they remain the required distance apart.</p> <p>Where this social distance cannot be maintained further mitigation measures will be implemented.</p> <p>Routes through dining areas and access to welfare facilities etc will be considered during the layout consideration process to ensure there is sufficient room for people to move safely without impacting on seated diners.</p> <p>Use of floor markers and signs to direct customers through the area.</p> <p> <b>Visitor Records Maintained</b> Records of those who have attended site to be maintained.</p>	

### Further control measures

None required

## Operating procedures

In the context of COVID-19 this means working through these steps in order:

In every workplace, increasing the frequency of handwashing and surface cleaning.

Businesses and workplaces should make every reasonable effort to enable working from home as a first option.

Where working from home is not possible, workplaces should make every reasonable effort to comply with the social distancing guidelines set out by the government (keeping people +1m apart wherever possible).

Where the social distancing guidelines cannot be followed in full, in relation to a particular activity, businesses should consider whether that activity needs to continue for the business to operate and if so, take all the mitigating actions possible to reduce the risk of transmission between their staff.

Further mitigating actions include:

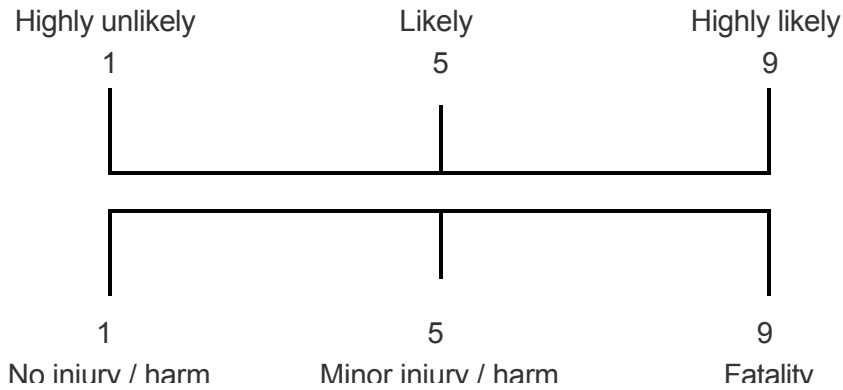
- Increasing the frequency of hand washing and surface cleaning.
- Keeping the activity time involved as short as possible.
- Using screens or barriers to separate people from each other.
- Using back-to-back or side-to-side working (rather than face-to-face) whenever possible.
- Reducing the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others).
- Improving ventilation
- Finally, if people must work face-to-face for a sustained period with more than a small group of fixed partners, then you will need to assess whether the activity can safely go ahead.
- No one is obliged to work in an unsafe work environment.

Taken From: <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

## Risk assessment for : The Three Horseshoes

### Risk rating explanation

Risk ratings are calculated by considering the likelihood of an event occurring along with the severity of the potential consequence should an accident occur. After considering existing control measures, values are assigned to the likelihood and severity from the scales below and these figures multiplied to established the risk rating.



9	18	27	36	45	54	63	72	81
8	16	24	32	40	48	56	64	72
7	14	21	28	35	42	49	56	63
6	12	18	24	30	36	42	48	54
5	10	15	20	25	30	35	40	45
4	8	12	16	20	24	28	32	36
3	6	9	12	15	18	21	24	27
2	4	6	8	10	12	14	16	18
1	2	3	4	5	6	7	8	9

Probability

Severity

### What do your risk ratings mean?

- Risk is categorised as LOW: Look to reduce risk if practicable
- Risk has been categorised as MEDIUM: Begin to plan your action to reduce the risk immediately
- Risk has been categorised as HIGH: Immediate action required to reduce the risk

Assessor's signature: Paula Stapleton

Approved by signature: Paula Stapleton