

Beakbane Ltd - COVID-19 Risk Assessment

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

This is **Risk Assessment** for dealing with the current Covid-19 situation within the workplace at Beakbane Ltd.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> • Staff • Visitors to your premises • Cleaners • Contractors • Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions • Anyone else who physically comes in contact with you in relation to your business 	<p>General</p> <p>A Temporary handbook and safe systems of work to be introduced to provide policy, rules and guidance to employees on handling the risks arising from Covid-19.</p> <p>Daily</p> <p>Employees are to complete a daily questionnaire confirming that they are well and symptom free on arrival to work.</p> <p>On returning from a period of absence, regardless of reason, are to complete a return to work questionnaire and have their temperature taken before entering the building.</p> <p>Hand Washing</p> <ul style="list-style-type: none"> • Hand washing facilities with soap and water in place. 	<p>Random temperature checks are undertaken by senior team members during the course of each day.</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</p>

		<ul style="list-style-type: none"> • Stringent hand washing taking place. • Drying of hands with disposable paper towels. • Staff encouraged to protect the skin by applying emollient cream regularly. • Gel sanitisers in any area where washing facilities not readily available <p><u>Cleaning</u> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods.</p> <p>“Deep Clean fogging” by external provider on a bi-weekly basis</p> <p><u>Social Distancing</u> Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public</p>	<p>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. Tissues will be made available throughout the workplace.</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice</p> <p>Posters, leaflets and other materials are available for display.</p> <p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p>
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