

Harby Village Hall

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.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> Trustees, Associates of Harby VH Committee Hall hirers and hirers session attendees Cleaners Contractors Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions 	<p>Hand Washing</p> <ul style="list-style-type: none"> Hand washing facilities with soap and water in place. Stringent hand washing taking place. See hand washing guidance. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Drying of hands with automatic hand dryers provided or disposable paper towels. https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at- 	<p>All hall users 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 the automatic hand-dryers in the toilets or 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 hall.</p> <p>Encourage all hall users to report any problems, either with an individual or with any of the Covid-19 Secure equipment provided, e.g. hand sanitiser dispenser is empty, no disposal face masks available, signage has fallen down etc.</p> <p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice -</p>			

	<ul style="list-style-type: none"> • Anyone else who physically comes in contact with you in relation to your time at Harby Village Hall 	<p>removing-viruses-than-hand-dryers-17-04-2020/</p> <ul style="list-style-type: none"> • Gel sanitisers will be located throughout the hall, encourage regular and repeated use. <p>Cleaning 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. This is to be done by each hirer before and after each session.</p> <p>Social Distancing Social Distancing -Reducing the number of persons in any area to comply with the 2-metre gap recommended by the Public Health England. https://www.publichealth.hscni.net/news/covid-19-coronavirus https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</p>	<p>https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>Posters, leaflets and other materials are available for display. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Hall hirers will be subject to random spot checks by a Harby Village Hall Trustee.</p> <p>All hall users to be reminded of the importance of social distancing both in the hall and outside of it.</p>			
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		<p>A 1 Metre + gap is allowable with extra mitigation measures, but whenever possible a 2 metre gap should always be maintained.</p> <p><u>Wearing of Gloves</u> Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p><u>PPE</u> <i>Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours</i></p> <p>Where PPE is a requirement for risks associated with the hall users session the following measures will be followed by the hall user:</p> <p>Tight-fitting respirators (such as disposable FFP3 masks and reusable half masks) rely on having a good seal with the wearer's face. A face fit test will be carried out to ensure the</p>	<p>Hall users to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>To minimise the risk of transmission of COVID-19 during face-fit testing the following additional measures should be carried out – Both the fit tester and those being fit tested should wash their hands before and after the test. Those being fit tested with non-disposable masks should clean the mask themselves before</p>			
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		<p>respiratory protective equipment (RPE) can protect the wearer. Wearers must be clean shaven.</p> <p>Symptoms of Covid-19 If anyone becomes unwell with a new continuous cough or a high temperature whilst in the hall they will be taken to the isolation room at the rear of the building and all remaining hall users asked to leave. The individual with symptoms will be sent home and advised to follow the stay at home guidance.</p> <p>It is the responsibility of the hall hirer to inform NHS Test, Track and Trace and the village halls management committee at harbyvillagehall@outlook.com, that this has happened.</p>	<p>and immediately after the test using a suitable disinfectant cleaning wipe (check with manufacturer to avoid damaging the mask). Test face pieces that cannot be adequately disinfected (e.g. disposable half masks) should not be used by more than one individual. Fit testers should wear disposable gloves when undertaking cleaning of the tubes, hoods etc. and ensure they remove gloves following the correct procedure (PDF) Reference https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm</p>			
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