

Country Lion Northampton Ltd

Covid 19 Risk Assessment: - All areas

Subject of Assessment	<p>On 31 December 2019, a cluster of pneumonia like cases were reported in Wuhan, China. On 9 January 2020, China reported a previously unknown coronavirus as the cause of this outbreak. The disease associated to it is now referred to as coronavirus disease 2019 (COVID-19). This has spread throughout the world and controls are needed to control its spread.</p> <p>As at the 10th May 2020, the government announced an easing of lockdown measures, and wherever possible a return to work. Although the return to normal will be gradual, measures need to be put into place for safe working.</p> <p>As at September 2021, most government restrictions were eased.</p> <p>Country Lion Management have ensured that previous restrictions have been managed to ensure the safety of its employees. All staff that intend to take the offer of vaccine have done so, and therefore it is acknowledged the risk of serious illness is at an acceptable level and therefore restrictions will be eased in line with Government advice.</p> <p>A new variant of the Covid virus, Omicron has been identified, it has been identified as more transmissible and therefore re-introduction of Covid measures are necessary.</p>		
Task/Activity	Protecting employees, customers, visitors and contractors		
Assessor	Julie Bull - Director	Location of Assessment	Brackmills Premises - Offices

Risk Rating Matrix (RR)	Likelihood (L)		
Severity (S)	Certain or near certain to occur (High)	Reasonably likely to occur (Medium)	Unlikely to occur (Low)
Fatality; major injury or illness causing long term disability (High)	HIGH (H)	HIGH (H)	MEDIUM (M)
Injury or illness causing short term disability (Medium)	HIGH (H)	MEDIUM (M)	LOW (L)
Other injury or illness (Low)	MEDIUM (M)	LOW (L)	LOW (L)

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
	<p>Contracting COVID 19 Virus</p> <ul style="list-style-type: none"> • Potential for flu-like infection which could be mild to serious. • Risk of fatal consequences for extremely vulnerable groups • Return to work for driving staff where social distancing could be compromised 	<p>Employees/Members of Public</p>	<ul style="list-style-type: none"> • Employees will be required to take a Lateral Flow test weekly, which will be supplied and organised by the company. It is however proving more difficult to get supplies of tests for businesses so staff should also get their own supply from the NHS website. Staff should ensure they get tested if they have any symptoms of COVID, or if they believe they have had close contact with somebody who has a positive COVID test. • Employees should wash their hands frequently for at least 20 seconds duration and use hand sanitiser regularly. • Employees have been instructed to follow current Government guidance and company rules on social distancing. • Staff will only use their own equipment • A room will be provided for rest. It is advised that where staff can leave the premises during lunch break they do so. Numbers will be restricted to 6 staff in the rest area, and staff must bring their own refreshments. • Driving staff will check in for their daily duties at self drive reception, Social distancing should be adhered to, and where this is not possible, a face covering must be worn. Masks should be worn at all times when moving around the offices. • All visitors and customers are required to wear a face covering when entering the building, and should maintain recommended social distancing at all times. Reception staff should ensure this is adhered to. • A one way system will be in operation in the offices and should be adhered to. • Telephones, mobiles and email should be used where possible to minimise face to face contact and movement around the premises, and particularly in the offices. • Staff should make every effort to maintain sensible social distancing • Large groups congregating should be avoided at all times, including rest areas and the yard 	<p>M</p>	<p>M</p>	<p>M</p>	<p>Yes</p>

Ref	Hazards	Who is at risk?	Controls in place	L	S	RR	Adequately controlled?
			<ul style="list-style-type: none"> All staff should return to normal working shifts (unless otherwise agreed) and requirements of the business Driving staff will be fully responsible for keeping their vehicle clean, using anti bacterial wipes and any other appropriate equipment. Fogging and any deep cleaning requirement will be carried out by a delegated person. Any vehicle keys should be cleaned using anti bac wipes upon collection and return Office staff should ensure windows are opened regularly for ventilation. 	M	M	M	
2.	Driving the Public	Employees/General Public	<ul style="list-style-type: none"> Driving staff are required to wear a face mask whilst driving a company vehicle when carrying passengers Driving staff must stay seated whilst loading and unloading passengers Staff are advised to wash their hands for at least 20 seconds before and after driving/other duties Lost property should be bagged and left on the vehicle for collection on the next trip. It is recommended that protective gloves should be worn when handling lost property. Any government legislation should be followed by drivers, and all staff and public at all times Drivers will call the office/emergency phone for advice in any situation they are unsure of, or in an emergency 	M	M	M	Yes

Hazard Ref	Additional control	Assigned to	Date Completed	L	S	RR

Date of Assessment	4 th January 2022	Signature	
Review date	As required, and dependant upon any changes to the COVID virus		
Staff Name:	Staff Signature:	Date:	