



Risk Assessment - COVID-19

This risk assessment details how visitors, volunteers or contractors could be exposed to COVID-19 at Seven Springs, who could be at additional risk, and how to control the risk of contracting disease from COVID-19.

Venue: Seven Springs, Corks Lane, Disley SK12 2AZ	Updated on: 27 July 2021 Written by: Ann Shackleton	Reason for review: updated after relaxation of rules and trustee meeting	To be reviewed by: 10 Sept 2021
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Hazard	Who may be affected and how?	Controls already in place	Initial Risk level	Additional controls to put in place	Residual Risk Level	Action by who and by when?
Spreading or contracting COVID-19 by not social distancing	Visitors: Contamination by airborne droplets or physical contact	<ul style="list-style-type: none"> Groups must follow current government guidance about group sizes, social distancing, face coverings and isolation of people with symptoms or positive test for Covid-19. Clear communication is provided to hirers before they arrive about current guidance. Signage in place to advise visitors they are not permitted to attend if they have symptoms or a recent positive test. Signage in place at site entrance (caravan) and in buildings to communicate what visitors need to do to maintain social distancing. <ul style="list-style-type: none"> Toilet block - keep entrance door open at all times when in use, and limit number of people inside to two Kinder View - one way system, leave doors and windows open Following guidance from National Youth Association, only six people may stay in a room or tent overnight. When the shop is open, only the shop volunteer, 4 young people and one other adult may be in the shop at any time. 	Medium	<ul style="list-style-type: none"> Starting / finishing times will be staggered to reduce risk of different groups mixing in the car park. Investigate the possibility of increasing capacity of toilet block by increasing ventilation 	Low	<p>Bookings admin, ongoing</p> <p>Contractors / aintenance volunteers by 1 Sept 2021</p>

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	Volunteers / contractors: Contamination by airborne droplets or physical contact	<ul style="list-style-type: none"> Volunteer working arrangements policy provided to all volunteers. Meetings to be held online where possible. Volunteers should follow current government guidance about social distancing and face coverings when inside or outside. 	Low	<ul style="list-style-type: none"> When maintenance volunteers need to be on site at the same time as visitors then they should not mingle. If a task cannot be done while social distancing, consider not doing the task or put additional measures in place such as extra handwashing 	Low	Trustees, contractors and Maintenance volunteers, ongoing
Spreading or contracting COVID-19 by not washing hands adequately	Visitors, volunteers & contractors by not washing hands or by not washing them adequately	<ul style="list-style-type: none"> Hand sanitiser provided at four points on site and in the shop Soap and hand towels provided in all toilet facilities. Hand sanitiser provided in contractor and volunteer's base. 27Signage provided in all toilets to remind people to wash their hands properly. 	Medium	<ul style="list-style-type: none"> Contractors / volunteers regularly check soap, hand towel and sanitiser provision and replace when needed. 	Low	Maintenance volunteers, ongoing
Spreading or contracting COVID-19 by touching contaminated surfaces	Visitors, volunteers & contractors by touching contaminated surfaces	<ul style="list-style-type: none"> Nightline is not available Orienteering is only available via downloadable maps Conditions of hire include requirement to thoroughly clean toilets before leaving site. Cleaning materials, a cleaning checklist and a phone number to report problems is provided in the toilet block and in Kinder View Volunteers/ contractors check toilet block each week and replenish cleaning materials as needed. Bookings encouraged to be at least 48 hours apart to allow any contamination on the playground to disperse. Equipped camping bookings must be at least 48 hours apart to allow any contamination of tents / equipment to disperse Volunteers / contractors clean each tool/piece of equipment they use before and after each use. 	Medium	<ul style="list-style-type: none"> Review adherence to conditions of hire every two weeks. If it is discovered that a person with COVID-19 was on site (visitor, contractor or volunteer), additional cleaning in line with current guidance must be carried out before any other visitors can be allowed on site. In the event of two bookings being less than 48 hours apart, additional cleaning to be arranged on a case by case basis to ensure any equipment is cleaned between bookings 	Low	Trustees, ongoing Bookings admin, ongoing

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People at risk of severe disease from COVID-19	Volunteers who are identified as being high risk e.g. over 70 / pregnant / BAME etc	<ul style="list-style-type: none"> Volunteers, contractors and visitors who are advised that they are extremely clinically vulnerable should follow government advice. No volunteer should feel pressured to be on site even once they have been vaccinated. 	Low	<ul style="list-style-type: none"> Volunteers/ contractors write their name / date in the diary when they are on site. If any volunteer or contractors member develops symptoms of Covid-19 whilst on site they should immediately: <ul style="list-style-type: none"> Leave the site and isolate themselves identify any close workplace contacts and ask them to self isolate, or notify a trustee of who should be contacted follow government advice about testing 		
Tracing people who contract Covid-19	If we are contacted by Test and Trace	<ul style="list-style-type: none"> Current procedures ensure we have contact details for each booking / group of visitors and this is kept for at least 21 days. 	Low		Low	All contractors and volunteers, ongoing

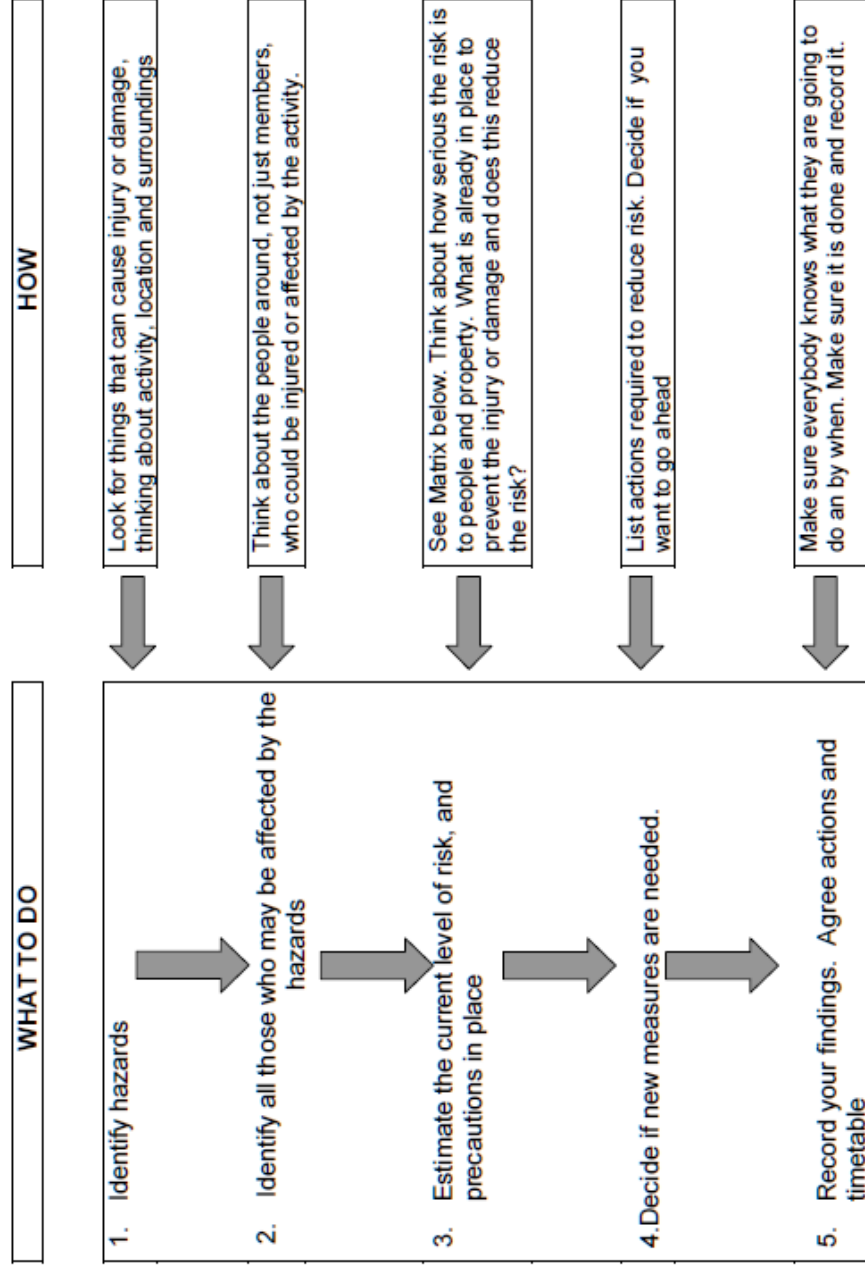
Guidance used to inform this risk assessment:

<https://nya.org.uk/guidance/>

<https://www.gov.uk/guidance/working-safely-during-covid-19/hotels-and-guest-accommodation>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

RISK MANAGEMENT



RISK ASSESSMENT MATRIX

	Slight Harm	Harmful	Extremely Harmful
Severity	superficial injuries, minor cuts and bruises	minor fractures, ill health leading to minor disability	multiple injuries, major fractures, fatalities
Likelihood	LOW	LOW	MEDIUM
UNLIKELY Rarely happens	LOW	MEDIUM	HIGH
LIKELY Often happens	MEDIUM	HIGH	HIGH
VERY LIKELY Nearly always happens	MEDIUM	HIGH	HIGH

Helpful websites www.Girlguiding.org.uk

www.hse.gov.uk