



# RISK ASSESSMENT

<b>Site Location</b>	Grange Lane	<b>Task/Activity</b>	Wood Stores	<b>Risk Assessment No:</b>	RA/RM/009
<b>Completed By:</b>	Rob McMillan	<b>Reason for Risk Assessment</b>	Covid 19 - Coronavirus	<b>Date:</b>	04/06/2020
<b>Signed:</b>		<b>SWP Ref. No:</b>	009	<b>Review Date:</b>	04/06/2021
<b>Persons at Risk</b>	<input checked="" type="checkbox"/> All <input type="checkbox"/> Members Only				

Hazard Identification	Who might be harmed	Controls Required	Severity of Harm	Occurrence	Likelihood of	Risk Rating	Further Control Measures Necessary
Spread of Covid19-Coronavirus	Members Those with underlying health conditions. Anyone who physically comes into contact with you.	<p><b>Hand Washing</b></p> <ul style="list-style-type: none"> <li>Hand washing facilities with soap and water in place.</li> <li>Stringent hand washing taking place.</li> <li>Drying of hands with disposable paper towels.</li> <li>Members encouraged to protect the skin by applying emollient cream regularly</li> <li>Gel sanitisers in any area where washing facilities not readily available</li> </ul> <p><b>Cleaning</b></p> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, using appropriate cleaning products and methods.</p>	5	x	3	= 15	<p>Members 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 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 TNC.</p> <p><b>Electric hand dryers to be disconnected.</b></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. <b>To be obtained.</b></p>

		<p><b><u>Social Distancing</u></b> Social Distancing -Reducing the number of persons in any area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency</p> <p>Social distancing also to be adhered to in outside areas and smoking area.</p> <p><b><u>Tool Shed Within Building</u></b></p> <p>Only designated named members will be allowed into the store. Therefore, limiting the traffic flow. Entrance to the store will be for equipment used for essential maintenance requirements.</p> <p>Members will be actively encouraged to bring their own gardening tools and other equipment.</p> <p>The store shed will be kept locked at all times and access will only be granted on request.</p> <p>All tools and equipment will be cleaned as appropriate after use by the user.</p> <p><b><u>Wearing of Gloves</u></b></p>				<p>Rigorous checks will be carried out by Committee Officers to ensure that the necessary procedures are being followed.</p> <p>Members to be frequently reminded of the importance of social distancing. Committee Officers to undertake regular checks to ensure this is adhered to.</p> <p>Bill &amp; Dave</p>
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		<p>Where Risk Assessment identifies wearing of gloves as a requirement, an adequate supply of these <b>will be provided</b>. Members will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p><b><u>Symptoms of Covid-19</u></b>  If anyone becomes unwell with a new continuous cough or a high temperature whilst at the club they will be sent home and advised to follow the stay at home guidance.  A Committee Officer will maintain regular contact with the member during this time.</p> <p>If advised that a member or public has developed Covid-19 and were recently on our premises (including where a member has visited other work place premises such as domestic premises), a Committee Officer of TNC will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.  <a href="https://www.publichealth.hscni.net/">https://www.publichealth.hscni.net/</a></p>				<p>Members to be reminded that wearing of gloves is not a substitute for good hand washing</p> <p>Committee Officers will offer support to members who are affected by Coronavirus or has a family member affected.</p>
Officer	Rob McMillan	Signature				Date:



## RISK ASSESSMENT ACTION PLAN

Further control measures necessary	Agreed actions:	Actionee:	Date Due:	Date Action Completed:



## RISK ASSESSMENT GUIDANCE

### Hazard Identification

When undertaking a risk assessment consider the following hazards (this list is not exhaustive and other hazards may be present)

Acid	Falling / flying objects	Other people
Adverse weather	Falls from height	Physiological Capabilities (Human Factors)
Asphyxiation / drowning	Ground collapse / failure	Pressure systems

### Severity

1	Minor injury no lost time
2	Minor Lost time Injury under 7 days
3	Serious lost time injury over 7 days
4	Major Injury (Specified Major under RIDDOR)
5	Fatality