

Risk assessment template – COVID 19- Black Dog NQ

Company name: Black Dog NQ

Assessment carried out by: Andrew Platt

Date of next review: 15/7/2020

Date assessment was carried out: 1/7/2020

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Infection through close contact	Staff and Patrons	Maintaining 1 metre plus distancing between group at all times by assigning designated tables to each group with sufficient separation.	Where possible ensure back to back distancing in seating is put into place in between groups	Staff on duty	4/7/2020	yes
Previously infected customers spreading further germs	Staff and Patrons	Sanitiser Station in place on entry to ensure everyone entering has clean hands.	Additional sanitiser station in place around the venue and customers encouraged to use regularly	Staff on duty	4/7/2020	yes

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Infection spread through the use of cash in between customers and staff	Staff and Patrons	No cash transactions, card payment only	Contactless and smart phone payments encouraged	4/7/2020	staff	yes
Infection between customers and staff	Staff and Patrons	Perspex screens in front of the bar servery in case verbal communication between a customer and a member of staff needs to take place	Reduce face to face staff and customer interaction	4/7/2020	staff	yes
Infection between groups in non separated areas such as toilets and stairways	Patrons	Toilet capacity reduced to ensure plenty of space between customers along with compulsory wash your hands notices	Where possible don't allow groups to pass on the main stairway, eg, one group coming in will wait for a leaving group to vacate the entrance stairwell	4/7/2020	staff	yes

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Infection between previous group and new group on a designated table	patrons	Ensure tables are fully cleaned and sanitised between departing group and new group.	Single use menus for each table also to be put in place	staff	4/7/2020	yes
Infection between customers through touching of shared equipment	patrons	Items such as pool cues, pool balls, glassware thoroughly cleaned in between uses	More regular cleaning of toilet areas, door handles, gaming machines etc	staff	4/7/2020	yes
Infection through close contact between staff and customers	Patrons and staff	PPE available such as gloves and facemasks for staff. Customers can provide their own or be given some by staff if they feel vulnerable	Face shields may be used for table service and door hostess	staff	4/7/2020	yes
People with covid symptoms spreading infection	Patrons and staff	Customers showing signs of illness not to be allowed entry. Staff who have any symptoms to call in sick and self isolate	Customers entry information kept on site for 21 days incase track and trace needs to be used in the event of a known infection	Staff and security staff	4/7/2020	yes

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

Published by the Health and Safety Executive 10/19