

ALL SAINTS COMMUNITY CENTRE  
COVID-19 RISK ASSESSMENT FOR USERS

Date of Issue: 21<sup>st</sup> July 2020

AREA OF RISK	RISK IDENTIFIED	ACTIONS TO TAKE TO MITIGATE RISK	NOTES
Cleanliness of hall	Other hirers or hall cleaner have not cleaned hall to standard required. Our group leaves hall without cleaning	Group to check when hall is cleaned and to make sure regular used surfaces are cleaned before during and after hire e.g. sinks, door and toilet handles.	Bring anti-bac wipes.
Air flow	No airflow, leading to germs circulating	Leave all doors propped open, open windows during class	Do this if feasible
Managing social distancing, especially vulnerable people	People do not maintain 2m social distancing	Advise group they must comply with social distancing as far as possible. Limit numbers using the toilet. Limit numbers using the hall.	Avoid use of kitchen. Ask people to bring own drink
Respiratory hygiene	Transmission to other members of the group	Catch it, bin it, kill it. Encourage group to avoid touching mouths, eyes and noses. Provide tissues and ask all to dispose into bin or disposable rubbish bag	Remember to bring tissues and hand sanitiser. Remember to empty bin at the end of hire.
Hand cleanliness	Transmission to other members of group and premises	Advise group to use hand sanitiser on entering and exiting the hall, to wash hands regularly and use soap and paper towels	
Someone falls ill with covid-19	Transmission to other members of group and premises	Maintain a register of attendees. Follow hall instructions. Inform Administrator. Inform all those present in the class.	