

RISK ASSESSMENT FORM

ACTIVITY AND LOCATION:			
Operation of Seacourt reception, restaurant and bar after Covid 19 shutdown			
DETAILS OF THE HAZARD(S) IDENTIFIED:			
Contact with the Covid 19 virus, via direct contact, airborne or surface to surface			
PEOPLE AT RISK:			
Catering staff Seacourt staff Seacourt Members and guests attending restaurant and bar			
PRECAUTIONS ALREADY TAKEN TO REDUCE THE RISK:			
<ul style="list-style-type: none"> • Only Seacourt members & their guests allowed to attend • Compliance with guidelines set out in Government guidance document Keeping workers and customers safe during COVID-19 in restaurants, pubs, bars and takeaway services. 23 June 2020. Essential elements: <ul style="list-style-type: none"> • Booking in advance only with limited group sizes. Limited number of tables. • Publishing rules to members before bookings. (Wellness, numbers, social distancing etc) • Table service only. Records of attendance. Booking orders in advance. • Social distancing of tables and traffic and managing arrivals. • Hygiene and cleaning procedures. Toilet hygiene awareness and queuing control. • Publish cleaning, handwash and hygiene procedures for staff and ensure all staff are trained and compliant (includes PPE and stringent personal hygiene) • Signage on spacing and hygiene. • Contactless payments. • Entertainment banned. • First aiders higher awareness for PPE. • Publish table layout and ensure compliance (no movement by customers) • Process for dealing with arrivals who have not booked. 			
DO YOU CONSIDER THEM TO BE ADEQUATE?		YES	
IF NO: FURTHER ACTIONS/PRECAUTIONS PLANNED:		BY WHOM:	DATE PLANNED:
Produce cleaning, handwash and hygiene procedure for staff Monitor for compliance and adequacy		Bar Mgr JJ	
DATE COMPLETED:			
ASSESSMENT PREPARED BY:	NAME:	SIGNATURE:	DATE:
	M Bedford		28/6/20 Update 8/8/20 v2