



Health and safety risk assessment and method statement (RAMS)

RAMS Title		COVID -19 Re-opening St Julians Club				Risk factor						
Project title		COVID - 19		Risk assessment no.		004		Risk quantity	No injury, damage or environment impact	Minor injury, damage or environment impact	Specified injury, damage or environment impact	Fatality, building loss or catastrophic environment impact
Contract no.		N/A		Location								
Person conducting assessment		Janet Neal / Nick Maddox		Date		14/09/2020						
Person supervising work		Tom		Date								
Persons exposed (tick box)												
✓	Employees	✓	Other workers	✓	Public/visitors		Young persons	Almost no probability	A	A	A	U
	New/expectant mothers				Vulnerable persons		Others	A small probability	A	A	U	U
Estimated total number of persons at risk				1-3				A high probability	A	U	U	U
S = Safety related hazard.				H = Health related hazard.				Almost certain	A	U	U	U
Hazards (What might cause harm?)		S	H	Hazards (What might cause harm?)		S	H	Risk level	Action			
1. Adverse weather conditions				17. Loading/unloading					Acceptable			
2. Cold				18. Materials					Unacceptable			
3. Electricity				19. Moving parts of machinery				Insignificant	No action required and no documentary records need to be kept.			
4. Excavation				20. Proximity to water				Acceptable	No further preventative action. Consideration shall be given to more cost-effective solutions or improvements that impose no additional cost burden. Monitoring required to ensure that controls in place are properly maintained.			
5. Fire/flammable atmosphere				21. Scaffold				Unacceptable	Work shall not be started or continued until the risk level has been reduced to an acceptable risk level. While the control measures selected shall be cost-effective, legally there is an absolute duty to reduce the risk. This means that if it is not possible to reduce the risk, even with unlimited resources, then the work shall not be started or shall remain prohibited.			
6. Floor/ground conditions				22. Sharp objects								
7. Flying particles/dust				23. Stairs/steps								
8. Hand or power tool				24. Static equipment/machinery								
9. Hazardous substance				25. Structure								
10. Heat/hot work				26. Temporary works								
11. Lack of experience				27. Vehicle/mobile equipment								
12. Lack of training				28. Working hours/fatigue								
13. Lack of/too much oxygen				29. Workstation design								
14. Access				30. Work at height								
15. Lifting equipment appliances				31. Third parties								
16. Lighting				32. Other		✓	✓					
Comments												
<p>This RAMS document must be read in conjunction with the 'Coronavirus (COVID 19) Operating Procedures' for employees. Everyone must work together to protect the safety of each other.</p>												
<p>Notes</p> <ol style="list-style-type: none"> Physical hazards are the nature of issues that may cause harm. Tick box for hazard. Preventative/control measures are the actions that will stop it going wrong. Control measures are to ensure that residual risks are reduced to a minimum. Where controls fail to reduce the risk to an acceptable level then refer assessment to your line manager. If the operations are likely to affect the public or the safe operation of a public infrastructure or transport system, the control measures must reduce the likelihood of significant harm to the level that existed before our work commenced. Where young persons or expectant mothers are involved in the activity, ensure that any additional controls are put in place in accordance with local procedures. In addition to the above, consideration must be given to other individuals' susceptibility due to pre-existing health conditions (such as a bad back or poor hearing). Additional human factors (such as ergonomics and workplace design) should also be considered. Where a hazard is identified that is not listed in the physical hazards list, enter the hazard description followed by 'other' in brackets, for example (Other). 												



Health and safety risk assessment and method statement (RAMS) *continued*



Hazard number (from previous page)	Nature of risk (What might go wrong?)	Risk before controls U/A/ insignificant	Control measures (How do you stop it going wrong?)	Control measures implemented by (name)	Risk after controls U/A/ insignificant
32	<p>EXPOSURE TO AND THE SPREAD OF COVID-19 CORONAVIRUS - Employees, customers, contractors, visitors</p>	Unacceptable	<p>Risk assessment – in place detailing necessary control measures</p> <p>Reporting & Isolation – All employees showing symptoms of coronavirus or have been in close contact with a person/s with/suspected of having the virus (at home or in the workplace) shall in inform management without delay and self-isolate at home following government guidelines</p> <p>Covid-19 Staff Handbook to include employees notifying the company about illness/potential exposure. Handbook to include what action will be taken by the company (entered as a dangerous occurrence in the accident book, possible RIDDOR Report, review suitability of risk assessment control measures.</p> <p>Daily verbal health check with all employees prior to the Club doors opening for business; included on a daily check sheet to be completed by Duty Manager. Employees classed as vulnerable should follow government guidelines on isolation. It is recommended that they work from home/isolate from other employees/members of the public/perform agreed alternative work tasks where possible.</p> <p>Customers informed that they should not attend the Club if they are feeling unwell</p>	<p>All Managers</p> <p>Duty Managers</p>	Green
	COMMUNICATION – COVID 19	Unacceptable	<p>Communication – Employees instructed and trained in the Covid-19 Staff Handbook and risk assessment control measures – signed training records to demonstrate. Training refreshed when risk assessment updated</p> <p>Club members have been given information on physical distancing and risk control measures by</p>	Operations Manager /all managers	Green



Health and safety risk assessment and method statement (RAMS) continued



			e-mail and on website. Information on physical distancing & risk control measures eg asking if club member is well will be reiterated to the Club members by the Duty Manager on their arrival at the welcome point.			
EMER 32	COMMUNICATION - Signage	Unacceptable	–notice boards and signage informing members and visitors of the safety procedures will be provided. The signs will detail – <ul style="list-style-type: none"> ○ Request customers to wait to be greeted on arrival ○ Signing in procedure ○ safe guidance on social distancing especially at pinch-points/queuing ○ specific one-way direction routes where applicable. ○ Correct handwashing protocol signage ○ Cleaning control 	General Manager	Acceptable	
	COMMUNICATION - Symptomatic	Unacceptable	– Staff, members, visitors and contractors should not attend the property if they are displaying symptoms, i.e. fever, shortness of breath, continuous cough. Anyone attending the club will be verbally asked if they are well. Information is displayed on the website	General Manager		
	COMMUNICATION - Access / Egress	Unacceptable	Employees, visitors and contractors entering the property – signs to be placed at all entrance points detailing safety guidelines. All contact points, i.e. handles, doors, etc, will be regularly cleaned, but where possible avoid direct contact. One-way routes will be introduced where practical to do so.	Managers		Acceptable
	COMMUNICATION - Visitors – contractors	Unacceptable	(persons who may not be familiar with the safe procedures)– Visitors to be informed of COVID -19 control measures in advance. Visitors will be greeted and escorted off the premises.	Reception		Acceptable
			Reception will be manned, no pens will be provided, the reception team will sign visitors in.	Reception		
COMMUNICATION - Monitoring	N/A	Employees lead by example and reinforce control measures with customers/contractors/goods suppliers Daily verbal check on health of staff as part of daily	Managers/Employee Duty Manager			



32			checks Hygiene, cleanliness & physical distancing measures	Duty Manager	
	<p>SOCIAL DISTANCING - Exposure to COVID-19 leading to infection resulting in catching the coronavirus.</p>	Unacceptable	<p>Capacity - Maximum capacity calculated for each room/outdoor space</p> <p>Booking service in place to manage maximum capacity</p> <p>Walkways - Separate entrance/egress one-way directional flow Free-standing notice boards to indicate customer waiting/social distancing – toilets, etc.</p> <p>Social Distancing – maintaining the 1+ - 2-metre spacing is important to maintain the risk of possible transfer of the virus Floor markings will be installed and we will introduce 'one-way flow' to help manage the risk. Signage will be provided detailing our procedures.</p> <p>Physical barriers – Perspex dividing screens to be installed at arrival meet & greet point, bar hatches and kiosk</p> <p>Arrival Meet & Greet – on arrival customers are required to wait at the designated entrance point applying a 2 metre physical distance</p> <p>Customers are greeted on arrival, briefed on social distancing and company risk control measures and shown to a table. Sanitiser at entrance to Club. Tape for queue management</p> <p>Parental Responsibility -Members are advised that they must take parental responsibility for their children and supervise at all times to maintain social distance from other members.</p> <p>Seating arrangements – All tables are placed 2m distance or 1m+ – Picnic benches on the bar lawn for meals.</p>	Managers	Acceptable



32			<p>Tables in bar, restaurant and gallery.</p> <p>Table service only. No ordering of food or drinks at the bar.</p> <p>It is illegal to meet up in groups larger than 6</p> <p>Table bookings can only be made for a maximum of 6 people. If members' immediate family is greater than this a table booking may be made accordingly. Staff will question members on booking.</p> <p>Social interaction with anyone outside the group members are with, even if they see other people they know will be actively discouraged by staff.</p> <p>Guests: 2 adult social guests per adult member will be permitted at the Club, providing this does not increase the group to more than 6. Child guests are not permitted to visit the club at this time.</p> <p>Picnic areas on further lawn and orchard for takeaways and members own picnics. Socially distanced circles so members can keep 2m apart.</p> <p>Takeaway order/service point – members are directed to a table to order or t a waitress.</p> <p>Regular patrolling of outside seating areas.</p> <p>Ordering & payment – Full table service - Food and drinks ordered and paid for at the table.</p> <p>Contactless/card payment are preferred. Cash will be accepted. Waiting staff to hand to barperson who will put any change on a tray and hand to waiting staff. Handwashing essential.</p> <p>Only staff may be in the bar area</p>		
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32			<p>Deliveries Drinks deliveries via the cellar hatch as per usual where in place; delivery signed for by employee and then given to the delivery driver (see hand wash below). Own pen used for signing or immediate hand washing thereafter.</p> <p>Food and other goods deliveries are stored outside whilst being checked, delivery drivers to not enter the premises unless absolutely necessary (see hygiene below)</p> <p>Reception deliveries to be taken as normal. Any signing to be carried out using own pen. Hand washing essential after</p> <p>Contractors – Contractors work alone whilst on site and are given physical distance whilst working. Masks are available if required. Contractor feedback/verbal report provided outside in natural ventilation applying a 2 metre distance</p> <p>Toilets – signage and lock on outside door allowing only 1 user/family in at one time at all toilets. Socially distanced tape on floor for queueing.</p>		
	<p>CLEANING & DISINFECTING - Exposure to COVID-19 leading to infection resulting in catching the coronavirus.</p>	Unacceptable	<p>In house Cleaners – Daily cleaning of toilets and communal areas in the morning prior to opening and front of house staff arrive for work.</p> <p>Daily/weekly cleaning schedule and records in place for front of house and kitchen areas. Commercial cleaning chemicals in use including a sanitiser that meets the requirements of BSEN1276 and BSEN14476</p> <p>Front of hour cleaner – a member of staff will be directed by the duty manager to complete cleaning routine at all times when the Club is open for business. Hand touch points, tables, doors, protective screens, toilets, etc will be cleaned continuously throughout the day. Frequent hand touch points will be continually</p>	Managers	Acceptable



<p>32</p>			<p>sanitised throughout the day.</p> <p>Customer touchpoints that cannot be eliminated (pdq card payment reader where contactless payment is not possible) will be sanitised prior to and after each use.</p> <p>Table condiments Table condiments – salt & pepper pots to be sanitised before and after use. Ramekins with fresh sauces will be taken to kitchen pot wash for washing in the commercial dishwasher. (See also cleaning & disinfection section). Flower vases will also be sanitized when clearing tables.</p> <p>Tables – shall be set with cutlery, plates and glasses to order rather than in advance. Clean and polished cutlery shall be delivered to the table wrapped in paper napkins.</p> <p>Plates and glasses will be cleared only by staff to return to the kitchen/bar. – Frequent handwashing.</p> <p>Table cleaning - Picnic benches, dining tables and chairs and high chairs will be cleaned with sanitizer prior to the first customer use, after each customer use and again prior to seating customers. Table cloths will be changed first thing or after each use.</p> <p>Customer plates, cutlery, glassware and crockery are cleaned and air dried in a commercial dishwasher operating at 60/80°C</p> <p>Kitchen porter's wash-up pots, pans and other food related equipment using a commercial detergent, hot water above 50°C and rubber gloves.</p> <p>The kitchen porter is also responsible for continuously sanitizing hand touch points. Frequent hand touch points such as taps, fridge handles, will be sanitised hourly. Utensils to be collected and washed/changed hourly.</p> <p>Daily/weekly cleaning schedule and records in place for front of house and kitchen areas. Commercial cleaning chemicals in use, including a sanitiser that</p>	<p>Bar/Head chef/HS</p>	
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Health and safety risk assessment and method statement (RAMS) *continued*



32			<p>meets the requirements of BS EN 1276/BS EN 13697 and has a kill contact time of 15-30 seconds.</p> <p>Office – Customer touchpoints that cannot be eliminated (pdq card payment reader where contactless payment is not possible) will be sanitised prior to and after each use. All keyboard, mouse and telephones to be sanitised on arrival and during the day.</p>		
	LEGIONELLA – Exposure to legionella bacteria as water has not been flushed through the system.	Unacceptable	Legionella – All taps, showers, and other water services will be flushed through for 5 minutes	HS/contractor	Acceptable
	HYGIENE - Exposure to COVID-19 leading to infection resulting in catching the coronavirus.	Unacceptable	<p>Hygiene</p> <p>Hand Washing – hand basins in the kitchen and bar and in the toilets are provided with hot and cold running water, liquid soap and disposable paper towels/handryers.</p> <p>Alcohol hand gel/sanitisers dispensers or bottles positioned at meet & greet point, outside the toilets, by the bar, entrance to kitchen, in kitchen above handwash basins, all entrances & exits</p> <p>Staff have quick and constant access to alcohol hand gel.</p> <p>Employees wash hands on arrival at work, prior to and after eating, after receiving and unpacking a goods delivery, prior to putting on disposable gloves and after removing them, after touching hand touch points and at regular intervals throughout the day. The 20 second hand wash method continually reinforced.</p> <p>Bar staff to wash hands regularly and prior to handling straws, stirrers, hot drink cups and spoons.</p> <p>Hand touch point - Employees have own use pens and restaurant pads for ordering</p> <p>Hand touch point Menus- Single use paper menus,</p>	All Managers	Acceptable



<p>32</p>			<p>laminated re-usable pre-sanitised menus handed to customer when seated.</p> <p>Hand touch points -Internal fire doors should be held open with self-closing devices where possible</p> <p>Internal doors (with the exception of fire doors that do not have self-closing devices and fire final exit doors) that are frequently used will be held open to remove hand touch points.</p> <p>External doors (excluding fire and security doors) may also be held open where possible</p> <p>Table condiments Table condiments – salt & pepper pots to be sanitised before and after use. Ramekins with fresh sauces will be taken to kitchen pot wash for washing in the commercial dishwasher. (See also cleaning & disinfection section)</p> <p>Tables – shall be set with cutlery, plates and glasses to order rather than in advance. Clean and polished cutlery shall be delivered to the table wrapped in paper napkins.</p> <p>Deliveries – All staff to handwash/sanitise hands after receiving deliveries. If a signature is required use own pen and sanitise hands/pen.</p> <p>Office - We will not let employees use each other's desks, phones, keyboards, etc. Each employee to have hole punch, pens, staplers, etc. No sharing to be allowed.</p>	<p>HS Manager</p> <p>Duty Manager/employee</p>	
<p>32</p>	<p>PERSONAL PROTECTIVE CLOTHING - Exposure to COVID-19 leading to infection resulting in catching the coronavirus.</p>		<p>Waiting staff wear a protective face shield/mask at all times inside.</p> <p>All staff and customers to wear a face covering when entering/walking through the building. Customers are not required to wear masks whilst seated at a table for eating or drinking.</p>	<p>Employee/Duty Manager</p>	<p>Acceptable</p>



Health and safety risk assessment and method statement (RAMS) continued



32			<p>Masks are available if staff/contractors working on site, wish to wear one.</p> <p>Face shields to be cleaned regularly with antibacterial cleaner. Advice given to employees regarding washing hands prior to putting on/removing face shield.</p> <p>Kitchen staff work side by side or at a 2m mitigating distancing. Staff may wear a mask if they prefer.</p> <p>Sharing of masks is not permitted.</p>		
32	VENTILATION - Exposure to COVID-19 leading to infection resulting in catching the coronavirus.	Unacceptable	<p>Outside areas available for use by members. Natural ventilation inside the premises from open windows and doors is provided where safe and secure to do so. Front entrance to the club is kept open during business hours.</p>	Duty Manager	Acceptable
32	EMERGENCIES, ACCIDENTS & OTHER INCIDENTS - Exposure to COVID- leading to infection resulting in catching the coronavirus	Reference update only N/A	<p>Emergencies – immediately notify your ‘Manager’ if there is an incident within the property. We can arrange for emergency cleaning if required. Seek to isolate any affected individuals if they cannot be immediately removed for the property. Fire wardens are trained in safe movement of people.</p> <p>In an emergency, e.g. an accident, provision of first aid, fire or break-in, people do not have to comply with social distancing guidelines if it would be unsafe.</p> <p>People involved in the provision of assistance to others should pay particular attention to wearing the correct PPE, attention to sanitation measures immediately afterwards, including washing hands</p>		N/A
32	SMOKING AREAS – safe use of shared smoking areas.	Unacceptable	<p>Smoking Areas – employees and visitors must adopt social distancing if they are using the designated smoking areas.</p>		
	FOOD & BEVERAGE – Takeaways	Unacceptable	<p>limited takeaway menu will be provided, orders to be taken at order point, No queuing contactless payments, All products will be provided in single use packaging</p>	Head Chef/General Manager	Acceptable



<p>KITCHEN – employees working in close proximity to each other.</p>	<p>Unacceptable</p>	<p>Kitchen – we will be opening our kitchens in a safe manner, ensuring that social distancing is maintained, and that staff will operate from individual stations removing as best as possible the need to work next to each other. Occasional side-by-side working on the pass. Limited workforce, running alternate shifts, uniform will be worn at all times. Kitchen and food handling staff will be adequately trained, to be reviewed each day.</p>	<p>Head Chef</p>	<p>Acceptable</p>
<p>CUSTOMER DELIVERIES – cross-contamination through contact with products.</p>	<p>Unacceptable</p>	<p>Customer Deliveries – We will continue to receive deliveries within a designated area behind our ground floor reception. Recipients will be notified and will be required to collect the item/s from the safe transfer point at pigeon holes</p>	<p>Reception</p>	<p>Acceptable</p>
<p>FOOD HANDLING – Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus</p>	<p>Unacceptable</p>	<p>Food handling</p> <p>Fitness to work – Current health at work policy applies – chefs/food handlers shall not work with food if unwell or they have a skin condition that could lead to the contamination of food. Covid symptoms included</p> <p>Hand Hygiene – Chefs/food handlers wash hands on arrival at work, prior to and after eating, prior to handling food, after handling raw food products, after receiving and unpacking a goods delivery, prior to putting on disposable gloves and after removing them, after visiting the toilet, after touching hand touch points, and at regular intervals throughout the day. The 20 second hand wash method continually reinforced.</p> <p>In House Cleaning – Daily/weekly cleaning schedule and records in place for kitchen areas. Commercial cleaning chemicals in use, including a sanitizer that meets the requirements of BS EM1276 and has a kill contact time of 15 seconds or alcohol content 70% antibacterial cleaner</p>	<p>Head Chef</p>	



			<p>Kitchen porter on duty who is also responsible for continuously sanitizing hand touch points in all food rooms. Frequent hand touch points such as taps, fridge handles will be sanitised hourly. Utensils to be collected and washed/changed hourly</p> <p>Protective Clothing – Clean protective clothing worn by chefs/food handlers on each working day. Reiterate to chefs/food handlers that chef whites and aprons need to be machine washed on a hot wash at 60°C. The company provides an external laundering facility for chefs whites.</p> <p>Employees working in the kitchen where a 2-metre distance is not always possible have been offered a face mask or to turn away from each other.</p> <p>Staff contact & working arrangements – Chefs/food handlers to work in set teams when possible to reduce interaction between employees</p> <p>Chefs/food handlers are given set workstations and responsibilities whilst working in the kitchen (KP, pastry, etc)</p> <p>Face to face working is to be avoided where possible; side to side, back to back to be encouraged if absolutely necessary.</p> <p>Monitoring Regular in-house checks on hygiene standards to be performed throughout the day/week</p> <p>Employees to continue following government guidelines on social distancing whilst at working during break times and outside of work.</p>	Head Chef	
	<p>ADVENTURE PLAYGROUND & SANDPIT Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus</p>	Unacceptable	<p>Signage –</p> <ul style="list-style-type: none"> ○ Children must be supervised in the adventure playground to maintain social distancing. 		



			<ul style="list-style-type: none"> o Social distancing must be maintained at sandpit <p>The above is reinforced verbally on entry to Club.</p> <p>Personal Hygiene – Hand sanitiser at child-friendly height for children to sanitise before using the equipment.</p>		
32	TENNIS COURTS - Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus	Unacceptable	<p>Signage – Social distancing reminder signs in place at court entrances</p> <p>Personal Hygiene – Hand sanitizer located at entrance to each tennis court</p> <p>Cleaning – Court entrance gates locked in open position to reduce touch point need. Sanitiser at entrance points</p> <p>Track & trace – all members names are taken prior to booking a court. Booking may only be carried out at meet & greet station or reception.</p> <p>Open days/competitions cannot be held due to social distancing restrictions.</p>		
32	SWIMMING POOLS – Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus	N/A – Information only	<p>General Information: The main pool maximum capacity is 18 members at any one time The slide pool maximum capacity is 6 members at any one time The paddling pool should be socially distanced by club members</p> <p>Club members have been communicated the rules with regard to the use of our pools by e-mail, on website and verbally</p>		
	COMMUNICATION Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus				



	<p>Communication – Signage</p> <p>Communication – Verbal</p>		<p>Noticeboards/signs provided. The signs will detail –</p> <ul style="list-style-type: none"> • Signing in procedure • Safe guidance on social distancing both in pools and on pool slide • One way direction routes • Cleaning control • Correct handwashing protocol signage <p>Verbal communication on arrival – Booking pool time-slot Adherence to social distancing Parental responsibility Advice to follow any one way system as indicated.</p>		
<p>32</p>	<p>SOCIAL DISTANCING - Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus</p>		<p>8.00AM-10.00am – Lane swimming only – 9 members maximum capacity in main pool 10.00am-8.00pm – Leisure swimming – 18 members maximum capacity in main pool 6 members maximum capacity in slide pool Social distancing (2m) in paddling pool</p> <p>Arrival Meet & Greet – on arrival customers are required to wait at the designated entrance point applying a 2 metre physical distance</p> <p>Customers are greeted on arrival, briefed on social distancing and company risk control measures and shown to a table. Sanitiser at entrance to Club. Tape for queue management</p> <p>Members must book a half-hour swimming pool time slot at the welcome point. Members are expected to self-manage their time slot for lane swimming.</p> <p>Guests are not permitted in the pool area.</p> <p>There is a pool attendant ensuring social distancing in pools and that maximum capacity is not exceeded in pools.</p> <p>Parental Responsibility -Members are advised that</p>		



	<p>SOCIAL DISTANCING - Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus</p>		<p>they must take parental responsibility for their children and supervise at all times to maintain social distance from other members whilst in the pool and in the pool grounds.</p> <p>Adhere to social distancing markers at the pool side and follow any one-way system as indicated.</p> <p>Only one child is allowed on the slide frame at any time</p> <p>Parents are required to ensure that their children observe the 2m social distancing rule when using the paddling pool.</p> <p>Kiosk – A Perspex screen is in place as a barrier between staff and members</p> <p>Club members are asked to adhere to the social distancing markers at kiosk area.</p>		
<p>32</p>	<p>PERSONAL HYGIENE - Exposure TO AND THE SPREAD OF THE COVID-19 Coronavirus</p>		<p>Hand sanitise prior to entry to the pools. Hand sanitisers are available at entry & exit points of the pool area, at the kiosk and by the toilets.</p> <p>Toilets – only one family/user may access the toilets at a time. Children must be accompanied by an adult when using the toilet facilities Signage and lock on door for one family/user at a time.</p> <p>Clothing should not be left in the changing rooms</p> <p>Shower before and after using the pool</p>		
	<p>CLEANING & DISINFECTING - Exposure to COVID-19 leading to infection resulting in catching the coronavirus.</p>		<p>Customer touchpoints that cannot be eliminated (pdq card payment reader where contactless payment is not possible) will be sanitised prior to and after each use.</p> <p>Gates have a handsanitiser to enable cleaning of hands after opening gate.</p>		



Health and safety risk assessment and method statement (RAMS) *continued*













			Changing cubicles are outside with a curtain across with ample ventilation. Will be cleaned and sanitized on a regular basis..
	EMERGENCIES, ACCIDENTS & OTHER INCIDENTS – Exposure to COVID – leading to infection in catching the coronavirus		Staff on site 24-hr, 7-days a week. Alarm at poolside with signage and a telephone. In an emergency e.g. an accident, provision of first aid, fire or break-in, people do not have to comply with social distancing guidelines if it would be unsafe. People involved in the provision of assistance to others should pay particular attention to wearing the correct PPE, attention to sanitation measures immediately afterwards, including washing hands
32			

Method statement		
<ul style="list-style-type: none"> • Documented Training completed with all employees, which will adhere to social distances requirements during group briefings • Regular Office deep cleaning procedures in place • Additional cleaning and disinfecting products provided for employees • Regular reviews completed to ensure control measures are suitable and sufficient • Employees Duty of Care responsibility to communicate any changes in personal circumstances such as illness, shielding etc. • All employees informed that standard HR procedures are in place and they can speak in confidence to either line managers and /or HR to discuss contents of the RAMS 		
Personnel (include details of all personnel involved in the task and any specific training, skills or qualifications required)		
Name	Position	Competence details
All employees will be taken through contents of RAMS as required		
Emergency arrangements details		



Health and safety risk assessment and method statement (RAMS) *continued*



 Fire / Evacuation	 First aid	 Pollution / spill	Other					
✓ No changes to current procedures	✓ No changes to current procedures							
Personal Protective equipment (PPE) requirements (tick below)								
							other	other
Head (EN 397)	Foot (BS EN 345-1)	Hi- vis vest	Hand (BS EN 388)	Eye (EN166)	Hearing (EN 352-1)	Fall arrest		
Permit to work required (tick below)								
Permit to work (general)	Confined spaces	Work at height	Roof access	Hot works	Permit to dig	Out of hours permit	other	other
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Tools, plant and equipment required to complete works								
Type		Details of inspection / test certificates			Type		Details of inspection / test certificates	
N/A		N/A			N/A		N/A	
		Name	Position	Signature	Date			
Person completing the assessment (RAMS)								
Person reviewing and approving the assessment (RAMS)								
Date to be reviewed		Daily Informal Reviews Weekly Formal Reviews						
Supervisor in charge of work								
I confirm that I have read and understand the requirements of this risk assessment and method statement (RAMS) and have communicated them to operatives under my control and those also affected by its requirements.								



Health and safety risk assessment and method statement (RAMS) *continued*



Name	Position	Signature	Date

