

Risk Assessment Covid19 – Bunk House and Cottages

Company name: Rydal Hall Ltd

Assessment carried out by: Amanda Fogg

Date of next review: 04/08/2020

Date assessment was carried out: 24/07/2020

| 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 |
|---|------------------------------|--|---|------------------------------------|-------------------------------|----------|
| Re-transmission of Covid-19 Bunk House and Cottages – Re-opening | Customers, Staff | Clear communication at all times. Pre check-in protocol to be sent with booking confirmation and upon arrival. | | Reception Team | Immediately | On-Going |
| Risk of Infection at Check-in of Bunk House and Rydal Cottages | Customers, Staff, Visitors | One lead named person to enter the hall to check-in. All other family/group members to meet lead person either in hall carpark or outside accommodation. | | Protocol states this. | On-Going | On-Going |

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| Re-transmission of Covid19 From previous Guests | Customer, Staff due to cross-contamination | Enhanced cleaning throughout all properties, paying particular attention to surfaces and touchpoints. | When possible leave a full day between stays. | Reception/Housekeeping personnel | On-Going | On-Going |
| Bathroom and Toilet Facilities – Risk of infection | Customers, Staff | Ensure the toilet/shower facilities are cleaned prior to arrival. Staff to wear full PPE when cleaning Bunk House only: Provide a hand sanitising station outside the communal toilet and shower block. | Provide spray sanitiser and additional cleaning materials in the communal toilet and shower area should you require them. Signage | Housekeeping personnel Housekeeper/ Estates | 27/07/2020 27/07/2020 | On-Going On-Going |

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| Kitchen – Risk of infection | Customer/ Staff Due to cross-contamination | Ensure the kitchen area is cleaned to an enhanced standard prior to arrival. Bunk house only: Remove excessive equipment, depending on the size of your party. | | Housekeeping Personnel Housekeeping Personnel | On-Going On-Going | On-Going On-Going |

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|-----------------------|------------------------------|--|---|------------------------------------|-------------------------------|----------|
| Kitchen Cont. | Customers, Staff Cont. | Check that all equipment is cleaned. | Note on protocol - Guest Advised to wash kitchen ware prior to use. | Guest | On-Going | On-Going |

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