



## COVID 19 RISK ASSESSMENT (R24C)

Department: <b>BARS</b>	Assessment by: Pete Houghton	Date: 02/06/2020
1 <sup>st</sup> review date due: 16 <sup>th</sup> June 2020	Manager approval: Liz brown	Date: 7/7/20
<b>Description of activities:</b> <b>1.</b> Avoid the hazard where possible (Remote work/no physical contact etc.) <b>2.</b> Maintain 2 metre safe distancing	<b>3.</b> Put guards and other measures in place <b>4.</b> Clean workplace, equipment, and hands	<b>5.</b> Supervise, Educate, and communicate <b>6.</b> PPE

Risk	How can the risk cause harm and who could be at risk?	What do we have and what do we need to put in place control this risk?	Action		
			By Whom	Date	
BAR STAFF AT RISK FROM DIRTY GLASSES	SPEAD OF COVID-19	USE TRAYS AT ALL TIMES AND ONLY COLLECT GLASSES FROM THE BASE AND NEVER THE TOP USE GLOVES WHEN HANDLING DIRTY GLASSES AND THEN DISPOSE OF THEM BETWEEN EACH ACTION. ONLY TOUCH CLEAN GLASSES WITH PRE-WASHED CLEAN HANDS.	All tasks to be ready for opening on 10 <sup>th</sup> July and continued throughout.		
STAFF & GUEST WHO DON'T KEEP TO SOCIAL DISTANCING RULES	SPREADING OF COVID-19 BETWEEN STAFF & GUEST	HAVE TABLE SERVICE AVAILABLE DAY & NIGHT  INDOOR OR OUTDOOR TABLES TO BE ARRANGED AT A 2M DISTANCE BYT 1M IF BACK TO BACK  PERSPEX SCREENS UP ON BOTH BARS ON BOTH SIDES, NEAR THE TILLS SO GUESTS CAN GET CLOSER THAN 2M IF THEY NEED TO SPEAK URGENTLY TO BAR STAFF. POSTS AND BARRIERS WITH SIGNAGE ARE TO BE USED INFRONT OF COUNTERS TO MAINTAIN THE 2M DISTANCE  LIMIT NUMBER OF STAFF BEHIND THE BAR AT ANY ONE TIME  MAYBE HAVE SERVICE FROM BAR IF QUEUES & SOCIAL DISTANCING CAN BE ADHEARED TO			

<p>“ “</p>		<p>MOVE TABLES AND CHAIRS FROM INFRONT OF BOTH BARS TO GIVE MOVE SPACE FOR A QUIING SYSTEM FOR SOCIAL DISTANCING</p> <p>EACH MEMBER OF STAFF TO HAVE THEIR OWN PENS ETC AND THESE TO BE SANITIZED REGULARY</p> <p>CUSTOMERS ENCOURAGED TO OPEN TABS WITH RECEPTION TO AVOID THE EXCHANGE OF MONEY FROM PERSON TO PERSON</p> <p>ORDER PADS FOR DRINKS TO BE CREATED WITH PRE PRINTED LISTS OF DRINKS TO SPEED UP THE ORDERING SERVICE AND REDUCE THE TIME A MEMBER OF STAFF IS AT THE BAR. NEW SHEETS COULD BE DELIVERED WITH A NEW ROUND OF DRINKS</p> <p>TABLE NUMBER SIGNS TO BE USED</p> <p>ENCOURAGE MORE OUTDOOR DRINKING IF THE WEATHER IS GOOD</p>			
<p>“ “</p>		<p>BREAKS LIMITED TO 1 FOR FOOD &amp; 1 5 MINUTE FAG BREAK TO ENSURE ALL STAFF CAN TAKE BREAKS SEPERATLY</p> <p>MAKE MORE USE OF THE SHERATON BAR DURING THE DAY AS IT'S THE BIGGER BAR</p> <p>MAYBE SHUT BARS AT CERTAIN TIMES FOR 30 MINUTES TO DEEP CLEAN AND SANITIZE EG 15:00 – 15:30 &amp; DURING BINGO</p> <p>STAFF TO WEAR MASKS</p> <p>HAND GELS TO BE USED AT ALL TIMES</p> <p>BREAK TIME 2PM – BAR TO BE COVERED BY MANAGER</p>			
<p>SPREAD OF COVID BY AEROSOL TRANSSION</p>		<p>ENTERTAINMENT</p> <p>AVOID LIVE PERFORMANCES INCLUDING SINGERS, COMEDIANS AND LOUD MUSIC TO TAKE PLACE IN FRONT OF A LIVE AUDIENCE. THIS IS IMPORTANT TO MITIGATE THE RISKS OF AEROSOL TRANSMISSION EITHER FROM THE PERFORMER OR THEIR AUDIENCE.</p> <p>WE ARE TO ENSURE THAT STEPS ARE TAKEN TO AVOID PEOPLE NEEDING TO UNDULY RAISE THEIR VOICES TO EACH OTHER.</p> <p>TRY PLAYING BINGO WE WILL USE PARTY POPPERS TO USE INSTEAD OF SHOUTING 'Bingo'</p>			

SPREAD OF GERMS IN GROUND FLOOR TOILETS		REDUCED THE NUMBER OF GUESTS USING THE GROUND FLOOR TOILETS BY CLOSING ALTERNATE TOILET URINALS. INCREASE THE FREQUENCY OF CLEANING THE TOILETS AND HAVING APPROPRIATE FORMS TO SIGN TO RECORD THEY HAVE BEEN CLEANED.			
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