

Health and Safety Risk Assessment Form

Assessment of:	Covid 19					
Location:	Dolgoch, Ty'n Cornel	Date of assessment:	7/09/2020			
Completed by:	Colin Hughes, Richard Hollins. Reviewed by Andrew Phillips	Review Date and Sign:	2021		2022	2023

Hazard (something with the potential to cause harm)	Risk (how could the hazard cause harm, and who could it harm)	Control Measures (what is required to reduce the risk)	In Place (Y/N)	Action Owner
Covid 19 infection	Contamination of building surfaces	<u>Cleaning</u> <ul style="list-style-type: none"> • Detailed cleaning instructions issued to all wardens in advance • Wardens to clean hostel thoroughly in between bookings, particularly frequently touched areas e.g. door handles, lights. • Provision of Covid compliant cleaning materials and PPE • Regular monitoring of PPE and cleaning materials to ensure adequate supplies. • All hand towels removed, paper towels provided in kitchen and toilets 	Y	Frances
	All visitors		Y	Wardens
	Contamination from used PPE and rubbish		Y	Hostel managers
	All visitors and wardens		Y	Hostel managers
	Contamination from used PPE and rubbish	<u>Safe disposal of PPE and used cleaning materials</u> <ul style="list-style-type: none"> • Paper towels composted • Other PPE bagged in general rubbish • Rubbish to be removed from hostel by departing hosteller 	Y	Wardens
	All visitors and wardens		Y	Wardens
	Cross contamination by visitors		Y	Wardens
	Cross contamination by visitors	<u>Hand washing</u> <ul style="list-style-type: none"> • Signs to instruct frequent hand washing • Drying of hands with own towel • Disposable paper towels provided • Gel sanitisers in any area where washing facilities not readily available. 	Y	Hostel managers
			Y	Hostel managers
			Y	Hostel managers
			Y	Hostel managers

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	<p>Contamination of bedding All visitors</p>	<p><u>Making/stripping beds</u></p> <ul style="list-style-type: none"> • Hostellers to make own beds • Duvet covers, pillow cases, bottom sheet to be changed after each visit • Instructions provided to hostellers on removal of bedding to include bagging of all items prior to transport to laundry facilities. • Instructions supplied to Sue for her safety 	<p>Y Y Y Y</p>	<p>Gill/Janet Marilyn</p>
	<p>Spread of virus between individuals All visitors</p>	<p><u>Occupancy</u></p> <ul style="list-style-type: none"> • Single occupancy of hostel by one household or extended household group per booking • No unbooked visitors, updated on website 	<p>Y Y</p>	<p>Gill/Janet Gill/Janet</p>
	<p>Volunteers</p>	<p><u>Social distancing</u></p> <ul style="list-style-type: none"> • Reduce number of volunteers in any work area • Maintain social distancing where possible • Where not possible, reduce activity time to minimum, use back to back or side-to-side working, use face masks, increase ventilation. 	<p>Y Y Y</p>	<p>Hostel managers Hostel managers Hostel managers</p>