

LOWTROW CROSS CARAVAN SITE COVID-19 RISK ASSESSMENT

The Site Wardens followed the guidance in HSE's *Controlling the risks in the workplace*.

1. To identify the hazards, the site wardens
 - looked at HSE's website for free health and safety advice and guidance
 - walked the areas where staff will be working, noting things that may pose potential risks and taking HSE guidance into account;
 - talked to staff about the risks
2. The site wardens wrote down who would be harmed by the hazards and how.
3. For each hazard, the site warden wrote down what controls, if any, were in place to manage these hazards. The site warden then compared these controls to the good practice guidance set out on HSE's website. Where existing controls were not considered good enough, the site wardens wrote down what else needed to be done to control or eliminate the risk.
4. The site wardens discussed the findings with the staff, cleaning the affected areas, making sure they understood the risks of the job and how these risks would be controlled and monitored.
5. The site wardens will review and update the risk assessment if major changes happen in the workplace.

Areas of Risk

1. STABLE GATE
2. BIFFA BINS
3. GATE ENTRY KEYPAD
4. POST BOX & PARCEL BOX
5. PEDESTRIAN GATE
6. DUSTBINS & RECYCLING BOXES
7. ELSAN
8. LADIES TOILET
9. LAUNDRY
10. GENTS TOILET
11. WASHING UP AREA
12. RECEPTION
13. BOLLARDS
14. PITCH WATER TAPS
15. DOG BIN

Risk to Staff & Guests

CROSS CONTAMINATION OF COVID-19

Controls in Place

1. Frequent disinfecting of the stable gate on a daily basis.
2. Frequent disinfecting of the Biffa Bins, in particular fortnightly after emptying.
3. Anti-Bacterial Sanitiser installed at gate keypad for all to use before entry.
4. Daily disinfecting of the post box and parcel box, particularly after deliveries.
5. Anti-Bacterial Sanitiser installed on the pedestrian gate for all to use before entry.
6. Frequent disinfecting of all bins in the recycling area on a daily basis and in particular every Tuesday after emptying by local council.
7. Frequent disinfecting of the Tap, Hosepipe and Elsan drain cover on a daily basis plus the use of an anti-bacterial sanitiser for all to use.
8. Only 2 people allowed in the block at any one time. Anti-Bacterial Sanitiser installed on the outside wall of Ladies toilet for all to use on entry & exit, anti-bacterial wipes inside for all to use on a personal level. Middle washbasin and middle toilet closed and locked off to enforce the 2 metre social distancing rule. Block will close daily between 11am – 1pm for deep cleaning, with frequent disinfecting throughout the day.
All relevant PPE supplied for staff to include masks, gloves, and aprons.
9. Frequent disinfecting of the laundry room to include the freezer, microwave, washing machine & tumble dryer.
10. Only 2 people allowed in the block at any one time. Anti-Bacterial Sanitiser installed on the outside wall of Gents toilet for all to use on entry & exit, anti-bacterial wipes inside for all to use on a personal level. Only 1 Urinal & 1 Cubicle will be available with the middle washbasin also locked off to enforce the 2 metre social distancing rule. Block will close daily between 11am – 1pm for deep cleaning, with frequent disinfecting throughout the day.
All relevant PPE supplied for staff to include masks, gloves, and aprons.
11. Frequent disinfecting of the washing up area on a daily basis.
12. Anti-Bacterial Sanitiser installed on the outside of the Reception Cabin for all to use on entry & exit. Perspex screen in place on the desk for the protection of the staff and guests.
Only 1 person (2 from the same household) in reception at any time allowing us to enforce the 2 metre social distancing rule. Anti-Bacterial wipes and sprays available for staff to clean cabin on a regular basis. Contactless payments where possible. Staff to assist guests when purchasing from the shop. Reception will be locked when un-manned.
13. Frequent disinfecting of the pitch bollards particularly the touring pitches before and after guest's arrival/departure.
14. Frequent disinfecting of the pitch water taps particularly the touring pitches before and after guest's arrival/departure
15. Frequent disinfecting of the dog waste bin on a daily basis.