

Moor Allerton Sports & Social Centre: Coronavirus (COVID-19) Risk Assessment

What hazard?	Who might be harmed?	How might they be harmed?	Safety measures required:	Completed by: (Initials & date)
Insufficient physical distance: infection due to close contact (from air-borne droplets)	Users Caretaker Trustees Other contractors/visitors	<ol style="list-style-type: none"> 1. Close proximity upon entering building. 2. Close proximity within main hall & bar lounge 3. Close proximity using facilities (toilets, kitchen, cloakroom) 4. Close proximity during activities 	<ol style="list-style-type: none"> 1. Maximum capacity of 80 people in main hall. 2. Maximum capacity of 30 people in Bar lounge. 3. Maximum capacity of 3 people in kitchen 4. Limit of 3 people in toilets at once. 5. Limit of 3 people in cloakroom at once. 6. Monitor and supervise compliance with measures and report serious breaches 	
Insufficient cleaning: hand to mouth infection from contaminated surfaces	Users Caretaker Trustees Other contractors/visitors	<ol style="list-style-type: none"> 1. Touching door handles, tables, chairs, taps, worktops, toilets and other surfaces. 2. Using equipment stored at the hall. 3. Sharing other items brought into the hall 	<ol style="list-style-type: none"> 1. Ensure all floors, table-tops, door handles, toilets and other regularly used surfaces are cleaned daily with a suitable disinfectant. 2. Ensure that rooms are cleaned between hires. 3. At regular intervals, conduct a deep clean of the premises, including walls, floors, doors, windows, rails, dispensers, toilets, sinks etc. 4. Insist that groups clean any equipment stored at the hall that they have used (regardless of ownership), immediately their session ends. 5. Monitor compliance and report breaches. 	

What hazard?	Who might be harmed?	How might they be harmed?	Safety measures required:	Completed by: (Initials & date)
Infection arising from the poor personal hygiene of others	Users Caretaker Trustees Other contractors/visitors	Touching surfaces and equipment that have been handled by others who have not washed their hands properly.	<ol style="list-style-type: none"> 1. Make alcohol-based hand sanitiser available in entrance hall; and encourage hall users make use of them. 2. Make liquid soap and hand towels available at sinks. 3. Display posters encouraging proper and regular hand-washing 4. Monitor compliance and report breaches 	
Increased infection risk to vulnerable people	Anyone in a vulnerable age, medical group etc.	Poor physical distancing, poor cleaning or poor personal hygiene (see above sections for details)	<ol style="list-style-type: none"> 1. Seek information from user groups about presence of those from vulnerable groups. 2. Encourage those in proximity to vulnerable people wear face coverings. 3. Consider arranging with users for certain activities or sessions to limited to just those from vulnerable groups. 	
Increased infection risk from recycled air	All	Re-breathing the same air, especially for prolonged periods	<ol style="list-style-type: none"> 1. Increase ventilation by opening windows and doors 	
Responding to suspected cases of COVID-19	All who might be in contact with any visitor showing symptoms	Infection from a person suspected of having COVID-19	<ol style="list-style-type: none"> 1. Ensure groups have collected contact details for Test and Trace 2. Ask anyone with symptoms to leave the hall immediately 	