

Risk Assessment – Covid-secure amendment

Company name: Limegreendreams Ltd

Assessment carried out by: Guann-Yeu Chin

Date assessment was carried out: 01/10/20

Date of next review: 08/10/20 (or when guidelines are updated)

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
Potential transmission of Covid-19 by people from multiple households crossing over on the premises	Clients, staff and wider community. Risk of infection, hospitalisation, death.	Appointment-only bookings with 30 minutes between appointments to ensure no crossover and to allow time to clean surfaces.	N/A	N/A	N/A	Yes
		If clients arrive early, they are requested to remain in their car, or suitably socially distanced from others	N/A	N/A	N/A	Yes

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		<p>if they arrive on foot/by bike.</p> <p>A one-way system is in place in case of inclement weather and having to allow clients in to shelter from rain, to minimise the risk of crossover and aerosolised particles accumulating.</p>	N/A	N/A	N/A	Yes
<p>Car Park (open air)</p> <p>Potential transmission of Covid-19 by contact with aerosolised particles and/or on surfaces (exterior</p>	<p>Clients, staff and wider community.</p> <p>Risk of infection, hospitalisation, death.</p>	<p>Advising clients to maintain social distancing (at least 1m) from staff, should they be in the car park at the same time.</p>	N/A	N/A	N/A	Yes
		<p>Cleaning surfaces that have been or may be</p>	N/A	N/A	N/A	Yes

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door handle and entry buzzer)		touched by clients between appointments.				
Hallway (enclosed) Potential transmission of Covid-19 by contact with aerosolised particles and/or on surfaces (interior door handles and surfaces)	Clients, staff and wider community. Risk of infection, hospitalisation, death.	Cleaning surfaces that have been or may be touched by clients between appointments.	N/A	N/A	N/A	Yes
		Opening doors to create a through-draft to minimise chance of aerosolised particles accumulating in high concentrations. Clients and visitors will be asked to sanitise their hands with 70% alcohol gel upon arrival. Staff will maintain hand	N/A	N/A	N/A	Yes

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		<p>hygiene with regular handwashing (for at least 20 seconds) and hand sanitiser.</p> <p>Hand sanitiser to be kept out of direct sunlight as it is flammable.</p>				
<p>Studio Space (enclosed)</p> <p>Potential transmission of Covid-19 by contact with aerosolised particles and/or on surfaces (interior door handles and surfaces)</p>	<p>Clients, staff and wider community.</p> <p>Risk of infection, hospitalisation, death.</p>	<p>Cleaning surfaces that have been or may be touched by clients between appointments.</p> <p>Opening doors to create a through-draft to minimise chance of aerosolised particles accumulating in high concentrations.</p>	<p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p>	<p>N/A</p> <p>N/A</p>	<p>Yes</p>

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<p>Increased chance of aerosolised particles because of raised voice to give instructions to clients at greater distance than normal</p>		<p>Correct wearing of PPE by staff to minimise chance of distributing aerosolised particles. Asking clients/visitors to wear face coverings, removing only to take their photo.</p> <p>No background music to be played (to discourage singing/dancing that might lead to greater physical activity and increased aerosolised particle concentration).</p>	N/A	N/A	N/A	
<p>Mezzanine Level</p>	<p>Clients, staff and wider community.</p>	<p>Cleaning surfaces that have been or may be</p>	N/A	N/A	N/A	Yes

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<p>Potential transmission of Covid-19 by contact with aerosolised particles and/or on surfaces (interior door handles and surfaces)</p>	<p>Risk of infection, hospitalisation, death.</p>	<p>touched by clients between appointments.</p> <p>Opening windows and doors to create a through-draft to minimise chance of aerosolised particles accumulating in high concentrations.</p>				
<p>Clients with Covid-19 symptoms (potential spread of Covid-19)</p>	<p>Other clients, staff and wider community.</p> <p>Risk of infection, hospitalisation, death.</p>	<p>Advising clients that they should not attend a session if they are exhibiting any symptoms of Covid-19 as outlined by the NHS, and should self-isolate as per current regulations.</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>Yes</p>

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		Temperature check on all people visiting the studio with a contactless infrared thermometer. Anyone registering >38.5C will cause the appointment to be cancelled and rebooked.	N/A	N/A	N/A	Yes

This assessment is in addition to standard risk assessment and follows HM Government guidance booklet ‘Working safely during COVID-19 in shops and branches’ 24th September 2020 update.

Standard measures:

- Staff will wear a visor and mask. If a visitor/client needs to be able to see a member of staff’s lips (lip reading/specific care concerns), staff are permitted to remove their mask as long as their visor is in place.
- Visitors/clients will be asked to keep their mask on until their photo is taken. After their photo has been taken, they will be asked to put their mask back on.

Additional measures:

- Staff will use face coverings when going anywhere else outside of work (e.g. out in public, shopping, attending other appointments etc.) to reduce the risk of contracting Covid-19 from others and becoming a vector for transmission.
- Staff will check for any of the recognised symptoms of Covid-19 regularly, and cancel/rebook appointments as necessary.
- Essential maintenance will continue as required, but non-essential works will not proceed at this time. Essential works to be scheduled to allow for at least 24 hours between completion and next client in the studio, to allow for full cleaning and to minimise transmission risk.