

**Corvid risk assessment for Kirkby in Furness Community Centre based on ACRE recommendations**

**In line with latest Government rules Masks must be worn Masks are not needed by**

**Children under 11,**

**Those with a medical exemption**

**Community Centre employees undertaking their work**

**People sitting down to eat or drink**

**Those undertaking an exercise class**

Area / People at Risk/degree of risk	Risk identified	Actions to take to mitigate risk	Notes
Staff, contractors and volunteers – Identify what work activity or situations might cause transmission of the virus and likelihood staff could be exposed  High risk	Cleaning surfaces infected by people carrying the virus. Disposing of rubbish containing tissues and cleaning cloths. Deep cleaning premises if someone falls ill with CV-19 on the premises. Occasional Maintenance workers.	Staff/volunteers provided with protective overalls and plastic or rubber gloves. Contractors provide their own. Staff/volunteers advised to wash outer clothes after cleaning duties. Staff given PHE guidance and PPE for use in the event deep cleaning is required	Staff/volunteers may need guidance as to cleaning. For example, cloths should be used on light switches and electrical appliances rather than spray disinfectants, rubberised and glued surfaces can become damaged by use of spray disinfectant too frequently.
Staff, contractors and volunteers– think about who could be at risk and likelihood staff/volunteers could be exposed.  High risk	Staff/volunteers who are either extremely vulnerable or over 70. Staff or volunteers carrying out cleaning, caretaking or some internal maintenance tasks could be exposed if a person carrying the virus has entered the premises or falls ill.	Staff in the vulnerable category are advised not to attend work for the time being. Discuss situation with staff/volunteers over 70 to identify whether provision of protective clothing and cleaning surfaces before they work is sufficient to mitigate their risks, or whether they should cease such work .	Staff and volunteers will need to be warned immediately if someone is tested positive for COVID-19 who has been on the premises. Details of a person's medical condition must be kept confidential, unless the employee/volunteer agrees it can be shared.

<p>Car Park/paths/ balcony/exterior areas</p> <p>High risk</p>	<p>Social distancing is not observed as people congregate before entering premises. Parking area is too congested to allow social distancing. People drop tissues.</p>	<p>Identify “pinch points” and busy areas. Consider marking out 1 metre spacing in entrance area. Create one way system and provide signage. Door handles and light switches to be cleaned regularly. Hand sanitiser to be provided by hall</p>	<p>Hand sanitiser needs to be checked daily. Provide more bins, in entrance hall. Empty regularly. Establish one way system.</p>
<p>Main Hall</p> <p>High risk</p>	<p>Social distancing not observed. Door handles, light switches, window catches, tables, chair backs and arms.</p>	<p>Hirers expected to remind users of current social distancing guidelines and not exceed Covid 19 capacity. Door handles, light switches, window catches, tables, chairs and other equipment used to be cleaned by hirers before use or by hall cleaning staff. Cushioned chairs with arms are reserved only for those who need them by reason of infirmity and who have been socially isolating themselves. Social distancing guidance to be observed by hirers in arranging their activities. Hirers to be encouraged to wash their hands regularly.</p>	<p>Hirers reminded on hire agreement. Cushioned chairs with arms are important for older, infirm people. Avoid anyone else touching them unless wearing plastic gloves. Provide hand sanitiser. Suggest hirers bring own cushions for seating on plastic chairs.</p>
<p>Kitchen</p> <p>High risk</p>	<p>Social distancing more difficult Door and window handles Light switches Working surfaces, sinks Cupboard/drawer handles. Fridge/freezer Crockery/cutlery Kettle/hot water boiler Cooker/Microwave</p>	<p>Hirers are asked to control numbers using kitchen so as to ensure social distancing, especially for those over 70. Hirers to clean all areas likely to be used before use, wash, dry and stow crockery and cutlery after use. Hirers to bring own tea towels. Hand sanitiser, soap and paper towels to be provided</p>	<p>Cleaning materials to be made available in clearly identified location, eg a box on one of the kitchen surfaces, regularly checked and re-stocked as necessary. Consider closing kitchen if not required or restricting access. Max No in kitchen 2.</p>

Store cupboards (cleaner etc) Low risk	Social distancing not possible Door handles, light switch	Public access unlikely to be required. Cleaner to decide frequency of cleaning	
Storage Rooms (furniture/equipment) Medium risk	Social distancing more difficult Door handles in use. Equipment needing to be moved not normally in use	Decide whether hall cleaner cleans or hirer to clean equipment required before use. Hirer to control accessing and stowing equipment to encourage social distancing	
Toilets High risk	Social distancing difficult. Surfaces in frequent use = door handles, light switches, basins, toilet handles, seats etc. Baby changing and vanity surfaces, mirrors.	Hirer to control numbers accessing toilets at one time, with attention to more vulnerable users. Hirer to clean all surfaces etc before public arrive unless staff have precleaned out of hours. Consider engaged/vacant signage and posters to encourage 20 second hand washing	Ensure soap, paper towels, tissues and toilet paper are regularly replenished, and hirer knows where to access for restocking if needed. Signs on toilet suite doors- to be used by only one person at a time, place hand washing signage in toilet suites.
Boiler Room Low risk	Door handle, light switch Social distancing not possible	Public access unlikely. Cleaner to decide frequency of cleaning.	
Playground Medium risk Members of public	Defective play equipment/ outdoor gym equipment	Equipment not operating correctly, sharp edges or protruding parts. Worn, chain links, swings seat damaged or decaying.	All play areas to be inspected with inspection to the current European safety standard BS EN1176. Where faults reported, equipment to be taken out of use or fault rectified
		Uneven rubber tiles, damaged wet pour exposed geo-textile, eroded grass leading to slips, trips and falls.	All play areas to be inspected with inspection to the current European safety standard BS EN1176. Where faults reported, equipment to be taken out of use or fault rectified

<p>Covid 19 High risk Members of the public</p>	<p>Contract or infect Covid -19</p>		<ul style="list-style-type: none"> <li>· Installation of hand sanitizer to at central point of play area.</li> </ul>
			<ul style="list-style-type: none"> <li>· All play areas to have signage reminding playground users to respect social distancing rules in accordance with existing government guidance. Pictorial signs to allow for children to understand.</li> </ul>
			<ul style="list-style-type: none"> <li>· Weekly deep clean of all high touch points on equipment i.e. chains to swings.</li> </ul>
			<ul style="list-style-type: none"> <li>· Signage to be installed to encourage users to visit the government website for further Covid information. Centre to use social media channels to push measures to be taken in our playground.</li> </ul>
			<ul style="list-style-type: none"> <li>· Regular check by team to ensure hand sanitizer topped up and signage in place – adjust frequency dependent on use.</li> </ul>

<p>Official's changing room/toilets High risk</p>	<p>Public/ employees Possible spread of infection.</p>	<p>.</p>	<ul style="list-style-type: none"> <li>· Toilets to be Kept locked during Covid-19 period and only opened for planned events. Cleaning to be carried at end of session and door relocked ·</li> <li>· Install hand sanitizer at entrances to toilet &amp; sign asking people to hand wash &amp; use hand sanitizer .</li> <li>· Where possible windows/ roof lights/ doors to be kept open to encourage fresh air circulation. Where toilets are excessively soiled, toilets to be locked and professional cleaning company to be called in to undertake deep clean.</li> </ul>
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