

RISK ASSESSMENT

Service:	Hands on Heritage
Site:	Tunstall Forest

Risk Title / Activity:	Coronavirus (Covid 19)	RA Ref No.	HoH 024
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Work Areas	Identified Hazards				Who is at Risk	
Site	Biological	x			Volunteers	x
	Disease transmission	x			Authorized site visitors	x
					Course Participants	x
					Accompanying Supervisors	x
					General Public	x
Equipment used	Control Measures					
Soap, water, bleach	Drinking water kept separate in clearly marked jerry cans 3 Solar shower bags sited in hand washing area at a height to ensure good flow of water. These should be prefilled with 20litres of tap water with one (1) egg cup pf bleach added Further bag to be sited in kitchen area for use by kitchen staff Staff and volunteers should wash hands regularly especially before supervising children Demonstration of correct handwashing procedures for volunteers prior to visit and for visiting group at site induction				Apply anti-bacterial sanitizer before eating as normal	

Risk Class Management Tool:

Severity		Likelihood				
Severe	(5)	Moderate	High	High	Extreme	Extreme
Major	(4)	Moderate	Moderate	High	Extreme	Extreme
Moderate	(3)	Low	Moderate	Moderate	High	High
Minor	(2)	Low	Moderate	Moderate	Moderate	High
Insignificant	(1)	Low	Low	Low	Moderate	Moderate
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)

Risk Class	Score	Action Required	Reporting requirements	Accountability
Class 1 (Extreme)	16 – 25	Immediate detailed plan, Staff specifically trained in the hazard mitigation and emergency response	Report to Site Manager & Trustees	Trustees & Site Manager
Class 2 (High)	10 – 15	24 Hrs Mitigation required, Staff informed and Trained	Report to Site Manager	Site Manager
Class 3 (Moderate)	4 – 9	Site Manager Implement additional measures and manage routinely	Recorded on site Risk Register	Site Manager
Class 4 (Low)	1 – 3	Manage routinely	Recorded on site Risk Register.	Site Manager

Risk Assessment Rating:		Range	Score (L x S)	Class Rating
Initial Risk (Before control Measures)	Severity (S)	5	20	1
	Likelihood (L)	4		
Residual Risk (After Control Measures)	Severity (S)	3	9	3
	Likelihood (L)	3		

Date of Assessment	11March 2020	Signature	Andrew Crisp
Date of Assessment Review	11March 2021		
Name of Assessor	Andrew Crisp	Position	Chairman HoH CIO