

**Risk Assessment for Covid Safe Event Days**

**Covid-19 is a viral illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.**

What are the hazards?	Who might be harmed	Controls Required  Covid Safe – Event procedures	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> <li>• Staff</li> <li>• Registrars* (see below)</li> <li>• Visitors &amp; Guests to your premises</li> <li>• Cleaners</li> <li>• Contractors</li> <li>• Drivers</li> <li>• Vulnerable groups – Elderly, Pregnant guests or visitors, workers, those with existing underlying health conditions</li> <li>• Anyone else who physically</li> </ul>	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> <li>• Hand washing facilities with soap and water in place.</li> <li>• Stringent hand washing taking place.</li> <li>• See hand washing guidance.</li> <li>• <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></li> <li>• Drying of hands with disposable paper towels.</li> <li>• <a href="https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/">https://www.nursingtimes.net/news/research-and-innovation/paper-towels-much-more-effective-at-removing-viruses-than-hand-dryers-17-04-2020/</a></li> </ul>	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</p> <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme to avoid occupational dermatitis.</p> <p><a href="https://www.hse.gov.uk/skin/professional/health-surveillance.htm">https://www.hse.gov.uk/skin/professional/health-surveillance.htm</a></p>	Duty Wedding & Covid Safe Coordinator	Ongoing whilst Welsh Government restrictions and guidance remain in place until further notice.	

<p><b>What are the hazards?</b></p> <p><b>Spread of Covid-19 Coronavirus</b></p>	<p><b>comes in contact with you in relation to your business activities.</b></p>	<ul style="list-style-type: none"> <li>• Staff are encouraged to protect their skin by applying emollient cream regularly</li> <li>• <a href="https://www.nhs.uk/conditions/emollients/">https://www.nhs.uk/conditions/emollients/</a></li> <li>• Gel sanitisers in any area where washing facilities are not readily available</li> <li>• <b>Cleaning</b></li> </ul> <p>Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as doorbells, door handles, light switches, bannister rails, key boxes, arrival areas using appropriate cleaning products and methods.</p> <p><a href="https://gov.wales/providing-safer-toilets-public-use-coronavirus.html">https://gov.wales/providing-safer-toilets-public-use-coronavirus.html</a></p> <ul style="list-style-type: none"> <li>• <b>Social Distancing</b></li> </ul> <p>Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency</p> <p><a href="https://www.publichealth.hscni.net/news/covid-19-coronavirus">https://www.publichealth.hscni.net/news/covid-19-coronavirus</a></p>	<p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health risks.</p> <p><a href="https://www.publichealth.hscni.net/news/covid-19-coronavirus">https://www.publichealth.hscni.net/news/covid-19-coronavirus</a></p> <p>Posters, leaflets and other materials are available for display.</p> <p>For reference see STH Viewing Appointment cleaning and sanitising guide.</p> <p>Toilet areas should be regularly monitored and disinfected including frequent disinfection of high-frequency touch points in bathrooms and toilet areas.</p> <p>Continual awareness checks will be carried out by the STH team to ensure that the necessary procedures are being followed.</p> <p>STH team to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p> <p>Management checks to ensure this safety protocol is adhered to.</p>	<p><b>Housekeeper</b></p> <p><b>Duty Wedding &amp; Covid Safe Coordinator</b></p>	<p><b>Ongoing whilst Welsh Government restrictions and guidance remain in place until further notice.</b></p>
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