

Covid 19 Risk Assessment

This risk assessment was undertaken by the Harrogate Over 50's Forum Steering group on the 10th September 2021, to ensure they are taking reasonable steps to reduce the risk of spreading Covid 19 between those attending activities organised by the Forum. The Risk assessment will help manage the risk, and consideration has been given to;

- Identifying what activity or situations might cause transmission of the virus
- Thinking about who might be at risk
- Deciding how likely it is someone could be exposed
- Reviewing the risk assessment needs, should national guidance change

Hazard	Persons at Risk	Existing control measures	If any additional control measures needed – what are they?
Persons attending are unwell, or become unwell during activity or are asymptomatic	All those in attendance	<p>Advice is given that anyone unwell should not attend the activity.</p> <p>Those that become unwell will be advised to return home from the activity and surfaces the person has come in contact with will be cleaned and disinfected – those cleaning should wear PPE.</p>	<p>Attendees are encouraged to wear masks – masks will be available.</p> <p>Opening doors and windows if possible will provide ventilation.</p> <p>Those attending will be informed if an individual tests positive following attendance at the activity. The individual's name does not need to be shared to all attendees. With consent, it can be shared with those they were in closer contact with.</p>
Covid-19 virus transmission in shared areas; kitchen, toilets, building entrance and exit and main activity area	All those attending activity	Touch points (eg; door handles, seat edges, tables, kitchen area and handrails) will be cleaned prior to activity with the appropriate sanitising spray – those cleaning	Attendees will be asked to queue for coffee in small groups at a time; cups will be returned in an ordered way and wrapped refreshments will be

		<p>will wear PPE*.</p> <p>Chairs will be set out in order to provide slightly more space around each one.</p> <p>Some chairs will be set out socially distanced for those who would prefer to maintain social distancing from others throughout the activity.</p> <p>Attendees will be asked to follow building protocols when using the toilet areas.</p>	<p>provided.</p> <p>Hand sanitiser will be available for use at the entrance and on the refreshment hatch.</p>
Covid Transmission from not social distancing	All those attending	<p>The numbers attending will allow for some spacing between individuals.</p> <p>The minimum number of volunteers will be used to serve refreshments and to wash up afterwards; these volunteers will be encouraged to wear masks</p>	
Covid-19 transmission from handling cash	All those involved in contact with cash	<p>Attendees will be advised prior to the activity to bring the correct cash needed as no change can be given.</p> <p>Cash is placed in a box</p> <p>Those counting the cash after the activity or in contact with cash box during the event should use hand sanitiser/wash their hands before touching their face.</p>	

*PPE Personal Protective Equipment