

Risk Assessment

Company name: THE VILLAGE RESTAURANT

Assessment carried out by: DEBRA GERRARD

Date of next review: 20th March 2022

Date assessment was carried out: 20th March 2021

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
COVID-19	Employees and Customers through working in and purchasing goods in the restaurant and associated areas	We are advertising and encouraging customers to use our home delivery service on Sundays and in line with phase 2, outdoor seating only.	Review the Risk Assessment prior to the review date should there be any incidents or major changes to guidance This risk assessment will be briefed to all employees and displayed for all to refer to.	DEBRA GERRARD	22/05/20	Yes
COVID-19	Employees and Customers by breathing in the virus	Anybody displaying or complaining of symptoms of Covid-19 will be told to	Offer guidance and assistance to employees in referring to medical help	DEBRA GERRARD	22/05/20	Yes

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		<p>stay at home and encouraged to self-isolate</p> <p>Signage on door asking customers not to enter if they have signs / symptoms of COVID-19</p>	<p>Consideration may be given to the wearing of face masks for employees once official data suggests that it is beneficial outside of clinical setting and the supplies no longer need to be reserved for key workers such as the NHS and Care Workers</p> <p>A demarcation zone will be set up for customers at the checkout. The cashier will stand back generating a 2m distance as the customer pays and collects items</p> <p>Slight staggering of start and finish times for employees</p>			

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<p>COVID-19</p>	<p>Employees and Customers by touching possibly contaminated work and general surfaces</p>	<p>Further encouragement to inform employees of the 20 seconds duration for hand washing with soap and warm water when before and after handling food and its preparation</p> <p>Hand sanitisers are made available for all to use</p> <p>Demarcation zones are highlighted for both employees and customers using tape on the floor.</p> <p>Employees are</p>	<p>Disposable tissues will be made available for sneezing or coughing in to and then placed in the bin</p> <p>We will encourage the use of contactless payments where possible, without disadvantaging older or vulnerable customers</p> <p>Where practicable and safe to so disposable gloves are available to be worn</p>	<p>DEBRA GERRARD</p>	<p>22/05/20</p>	<p>Yes</p>

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		discouraged from touching their faces Signage displayed warning of possible risks and the precautions to take				
COVID-19	Employees through using the same equipment as others	Employees are designated specific tasks for the day, in specific areas to avoid cross pollination. They are also informed what tools and equipment that only they can use Signage displayed warning of possible risks and the precautions to make	Employees to be instructed to regularly clean their own equipment and not to share or ask to share equipment with colleagues	DEBRA GERRARD	22/05/20	Yes

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COVID-19	Employees by sitting in close proximity to each other in the office and during breaks	Employees are encouraged to sit 2m apart where reasonably practicable and have breaks outside where possible.	All breaks will be staggered to avoid close contact with colleagues All surfaces sanitised, door and handles wiped down. Bin emptied	DEBRA GERRARD	22/05/20	Yes
COVID-19	Employees and customers because of poor hygiene and contamination by hand	Regular daily cleaning to include: Windows and doors wiped down and handles sanitised. Regular cleaning of Freezer lids, front door handles and scales. Fridge door and Freezer door handles.	Signage reminding employees to wash hands on a more frequent basis to be displayed	DEBRA GERRARD	22/05/20	Yes

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		<p>Vac Packer machines, knives and computers</p> <p>All tables and work tops sanitised along with surfaces and door handles. Brush and mop floor.</p> <p>All sinks and toilets cleaned and bleached, floors washed, doors wiped down and handles sterilised. Bins emptied</p> <p>All window seals wiped, soap and hand towels and bin in place in the toilet</p>				

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COVID-19	Employees and Supply Chain through contact and the taking in of deliveries	Apply social distancing measures when accepting delivery of goods Wipe down handles after the delivery	A designated employee to take in and store all deliveries Contact suppliers to discuss theirs and ours control measures regarding COVID-19	DEBRA GERRARD	22/05/20	Yes
COVID-19	Employees - Drivers	Instructed not to share vehicle with other people and not to carry passengers Regularly clean the inside of the vehicle including steering wheel, gear stick, hand brake, dashboard controls and door handles	If comfortable and safe to do so drivers can wear disposable gloves Instruct all drivers to dispose of any personal litter when after using the vehicle	DEBRA GERRARD	22/05/20	Yes

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		<p>using sanitiser and dispose correctly</p> <p>Drivers are provided with hand sanitisers and reminded about social distancing</p> <p>A skeleton crew of drivers is now in use</p>				
COVID-19	Employees with underlying health conditions or who may be vulnerable	We have spoken with all employees on a one to one basis regarding their health and their concerns and I believe for now we are ok. Anybody with a health risk will be asked to stay at home	Remind all employees to keep management informed of their current state of health and to raise any concerns immediately	DEBRA GERRARD	22/05/20	Yes

I have been briefed on or read the TVR Risk Assessment for COVID-19. I understand the risks identified and will follow the control measures that have been implemented.