

Preface

The advice and guidance in this risk assessment template is based upon the well-published and communicated advice from the Government and Public Health England/ Scotland/ Wales. The information and links to the guidance published was correct at the date of publishing. You should check for the latest information updates. **There are no guarantees that following these guidelines will prevent the exposure to, or the spread of, the Coronavirus Covid-19.**

Step one of phase three was introduced on Monday 11th May 2020 with the new emphasis on Stay Alert; Control the virus Save Lives.

So, work from home if you can, but you should go to work if you cannot work from home.

And to ensure you are safe at work we have been working to establish new guidance for employers to make workplaces COVID-secure.

Following the current guidance will help in inhibiting the spread of the virus. You must give the attention to detail that is warranted to protect work colleagues, yourself, your friends and your family and protect the NHS and other Key Workers who are on the frontline caring for those who have been infected.

The government are expected to make further announcements on the introduction of new 'Phase two' measures, these details are being finalised and will include the working arrangements/advice in respect of those who will be permitted to return to work within these circumstances. This will also outline the new precautions that Employers and Employees should take.

Some decisions will be very difficult during the Pandemic with potential life critical situations. You will be balancing these also against the disruption to business and commercial consequences of taking an approach that is too cautious.

Bear in mind the general principle in health and safety law that no-one should be injured or made ill as a consequence of the work they do. If you cannot do an operation safely, you should not do it at all.

However, as a pandemic develops, this general principle will be tested. Always examining consequences against 'Concept': Your organisation is bound to avoid exposing people to unnecessary risks?

The general principles of risk assessment should guide you through each difficult decision and remind you to evaluate and balance the risks against appropriate control measures. The mantra to guide you through difficult decisions should be "would it have been reasonably practicable to have done more. Remember also to personalise, so far as reasonably practicable, your procedures to your specific workers and those affected by your operations.

Follow all relevant guidance and risk assess carefully including any derogations which imply an exemption from or relaxation of a rule or law, in this case it will be invaluable to be able to point to a written risk assessment or similar document, showing that you have grappled with the issues and sought to balance them, taking into account factors on both sides before reaching a professional informed decision that you will keep under review. Should you be called to review in criminal law, you may need to prove that you have conducted a balancing exercise through specialist health and safety having gained legal advice.

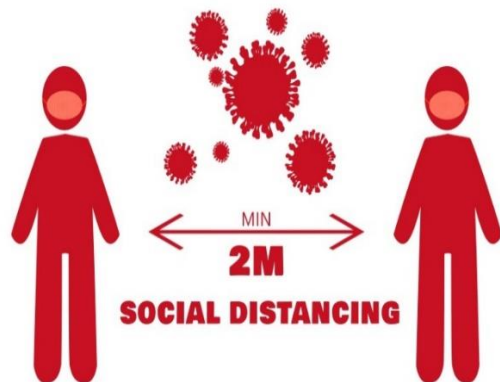
Develop your plans, having taking consideration of the demographics and vulnerabilities of your staff and those impacted by your operations, specific to that work environment.

Monitor and review to consider the changing nature of the contagion and your control measures.

REMEMBER THE CODE

Do not touch your eyes, nose, and mouth unless you have washed and sanitised your hands

- Stay at home as much as possible
- Work at home if you can
- Limit contact with other people
- Keep your distance if you go out (2m apart where possible)
- Wash your hands regularly
- If you or anyone in your household has symptoms, you all need to self-isolate



<https://www.gov.uk/coronavirus>

<https://www.gov.uk/government/organisations/public-health-england>

CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.



NHS



DO NOT REMOVE FROM FILE

COVID Secure RISK ASSESSMENT FOR

Play Areas and Outdoor Gyms, MUGAs, Skateparks and BMX, Parkour and Ancillary Items

- Parks & Grounds

Reference Number: **RBC/ES/P&G/ COVID 001**

Document Review History

| Date | Reason for Review | Agreed action | Person Responsible | Target Completion Date | Completed |
|------------|-----------------------|--|--------------------|---------------------------|-----------|
| 29/06/2020 | Recovery review | Draft RA to be finalised and sent to Chris Worman for approval | Colin | 3 rd July 2020 | |
| 02/07/2020 | Document now approved | Chris Worman to share with relevant persons | Chris Worman | 3 rd July 2020 | |
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RUGBY BOROUGH COUNCIL RISK ASSESSMENT FORM

REFERENCE RBC/ES/P&G/COVID001

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| Service Area: Environmental and Public Realm | Section/Department: Parks and Grounds |
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Name and Description of Task:
Safe opening of play areas and outdoor gyms

COVID19, classified as a pandemic virus by the World Health Organisation (WHO) in March 2020, Covid19 is a new, contagious, coronavirus for which there is no current personal immunity within the population or vaccine available. COVID-19 is a contagious disease that can be fatal. The disease can be transmitted from human to human either by inhalation or contact with the eyes, nose and mouth. Information from the WHO, PHE and the NHS has cascaded down onto current UK industries and business sectors by a series of directives and interventions from the UK government. Government and PHE information and guidance has been and is subject to change as new and increased interventions are put into place to control the spread of the virus and this Risk Assessment has been created as a result of new government guidance with specific regard to the opening of;

- Play Areas
- Outdoor gyms
- MUGAs (Multi Use Games Areas)
- Skateparks and BMX Tracks
- Parkour Training Area
- Any other ancillary items or other features as part of the 'Play and Youth Area'

COVID-19 Secure measures taken by RBC will be in line with government guidelines so far as is practicable and feasible to do so. With the challenge of around 50 unsupervised locations across the town, it would not be possible to create a sterile play environment to eliminate all the risk of transmission of coronavirus.

Diagram/Photo



The key messages of; Using hand sanitiser before, during and after using the play area, Social distancing, come back later if busy, wash your hands thoroughly when you get home and take your litter home will be communication to the public to make them aware of the risks, and that equipment will not be sanitised regularly. The aim is to encourage people to bring their own wipes to promote cleaning of equipment by users, parents, guardians and carers, particularly where there are clear touch points such as swing rockers, see saws, machine handles and to bring hand sanitiser gel or wipes to clean their children's hands. In addition we will advise members of the public who are in the 'at risk' category not to use the equipment

Date of Assessment: 29th June 2020
Last reviewed:

Names of Assessors; Chris Worman, (Parks and Grounds Manager, Colin Horton (Green Space Officer) Letitia Lees (Senior Safety and Resilience Officer)

Information Gathered From: Government departments and agencies, Health & Safety and Environmental regulators, industry associations and bodies, Public Health England, National Health Service, RBC corporate management teams and departments, Parks & Grounds Site Management Team and Safety & Resilience Team. Register of Play Inspectors International (RPII), Play Safety Forum, the Play Inspection Company, Local Government Chronicle

In particular the latest Guidance available here:

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>

RPII:

<https://www.playinspectors.com/news/statement-on-the-governments-announcement-on-the-reopening-of-outdoor-playgrounds-on-july-4th-2020/>

Play Safety Forum:

<https://playsafetyforum.files.wordpress.com/2020/06/covid-and-childrens-play-psf-1.pdf>

Play Inspection Company:

<http://playinspections.co.uk/playground-openings-inspections-covid-19>

Local Government Chronicle:

<https://www.lgcplus.com/politics/coronavirus/playground-guidance-branded-bonkers-as-minsters-urge-reopening-of-tips-and-toilets-29-06-2020/>

PPE and other safety measures/equipment supplied; HI-vis, jackets, variety of gloves, face masks, Safety footwear, waterproof and showerproof over wear, Hand Sanitiser and anti-bacterial wipes. Access to soap and hot water, access to information and guidance.

| What are the hazards and how might they be harmful | Who might be harmed and how many | Risk Rating (No control measures) L x S = | Current Control Measures | Risk Rating (with existing control measures) L x S = | Recommended Improved Control Measures | Modified Risk Rating (with improved control measures) L X S = | Action | Action Reference Number |
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| Direct threat to members of public from transmission of coronavirus from person to person when re- opening play areas from Saturday 4 th July 2020 when Using play areas and outdoor gyms | Members of Public | 5 x 5 = 25 | Parks and Ground Staff trained and competent to Industry standards to inspect/repair play equipment to appropriate RPII level and in line with relevant standard such BS EN1176 (playground equipment standards) | 3 x 5 = 15 | Government guidance available from https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms | 2 x 5 10 | yes | 001/002 |

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| | | | <p>Play areas are currently closed and policed by community wardens/park ranger and Green Spaces Officers</p> <p>Signage displayed on equipment 'play areas closed.</p> <p>Twice weekly visual checks of play areas to check signs in place and replace any missing signs and ad hoc as required by wardens in response to calls etc</p> | | <p>Guidance on children's play and leisure – promoting a balanced approach from HSE https://www.hse.gov.uk/entertainment/childrens-play-july-2012.pdf</p> <p>Provide visible information to remind public of PHE Guidance by</p> <p>Signage at entrances and/or around play areas to promote –</p> <ol style="list-style-type: none"> 1. Compliance with social distancing measures. 2. 'Waiting your turn' signs 3. X 6 max' rules for group sizes of people 4. 'Too busy' advise to return later if to many users 5. Use hand sanitiser frequently and 'Wash hands when you get home' to encourage good hygiene practices 6. 'please take your litter home' <p>Social media campaign - to encourage those using the play area</p> | | | |
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| | | | | | <ol style="list-style-type: none"> 1. to only have 1 family member accompanying a child 2. Promote cleaning of equipment by users, parents, guardians and carer's 3. Parents to bring hand sanitiser gel or wipes to clean their children's hands 4. Remind adults and children not to put their hands in their mouths if unclean 5. Promote and remind users, parents, guardians, and carers of the need for social distancing 6. Promote handwashing 7. Promote stay at home if feeling unwell and do not attend playground | | | |
| Direct threat to Parks and Grounds staff health and wellbeing from transmission of coronavirus | Members of Public/ all employees | 5 x 5 = 25 | All required PPE to be supplied and worn as identified. Access to hand sanitiser, anti-bacterial wipes and hot | 3 x 5 = 15 | Where a 2m distance cannot be achieved, a clinical face Mask (Type 2) or face covering is to be worn that covers the nose and mouth | 2 x 5 10 | | 003/004 |

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| <p>from customers/staff</p> <p>Risk of infection from others when inhaling contaminated air from someone coughing, sneezing, or breathing close by whilst working or from touching contaminated equipment/hard surfaces infected with Coronavirus</p> | | | <p>water and soap</p> <p>Supply and use of additional PPE, when identified or required by new or expanded guidance or instruction</p> <p>Identification of staff vulnerable to infection and contagions and make alternative work arrangements to facilitate home working or shielding at work</p> <p>Ensure all staff are always trained in the correct use of PPE and comply fully with the safe working practice.</p> | <p>and Nitrile Disposable Gloves - AQL 1.5 medical grade</p> <p>Staff are advised not to put themselves at risk. Introduce and manage a maintenance program which prioritises inspections/repairs of play areas with high use first and before times of high-volume public use.</p> <p>Staff trained in dynamic risk assessments and instructed to reschedule inspection/ and where possible maintenance work for another time of day if the site is deemed unsafe to complete work at that time and/or compliance to social distancing measures cannot be achieved.</p> <p>Staff briefed on PHE guidance for personal hygiene and wash/gel hands immediately after leaving play area.</p> <p>Cascade of all new HSE guidance affecting operation via toolbox talks and distribution of guidance in hard copy format if needed.</p> <p>Ensure risk assessment is accessible and available to all staff</p> | | |
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| <p>Direct threat to staff health and wellbeing from transmission of coronavirus from staff/customer</p> <p>can expose people to respiratory and contact transmission which can cause minor or fatal consequences.</p> | <p>Members of public/ all employees</p> | <p>5 x 5 =</p> <p>25</p> | <p>Display appropriate public health posters around the workplace and update safety notice board at regular intervals</p> <p>Monitor teams for safe working practices on a regular basis.</p> <p>Provide PPE as required through the risk assessments.</p> <p>Ensure any additional PPE identified for coronavirus or required by new or expanded guidance or instruction is supplied and trained out to staff</p> <p>Check supply of gloves and PPE.</p> <p>Inform H&S when stock needs replenishing.</p> <p>Team leader/supervisors keep local departmental risk assessments under review to ensure that a safe place of work is maintained and make any adjustments to the workspace/rotas/work pattern procedures necessary to facilitate social distancing</p> <p>Update staff on arrival of new information via</p> | <p>3 x 5 =</p> <p>15</p> | <p>Staff to practice effective social distancing while in and around the workplace and when travelling to and from work</p> <p>Staff briefed and encourage to follow PHE guidance on social distancing outside the workplace, as the risk of infection exist in the wider community and whilst the business does not have control over their behaviour outside the workplace not following these rules increases the risk of infection and puts them, their friends & family, the business and the wider community at risk of infection.</p> <p>Keeping a safe distance of at least 2 metres (about 3 steps) from others at all times Avoiding physical contact (e.g. hugs, handshakes)</p> <p>If a site is or becomes too busy for social distancing, leave site and return when less busy.</p> <p>When carrying out prolonged touching of equipment such as replacing/repairing an item of equipment, when finished disinfecting hard surfaces touched during inspection/repairs with wipes and/or spray paying attention to frequently touched areas of</p> | <p>2 x 5</p> <p>10</p> | | |
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| | | | <p>Toolbox talks and distribution of guidance in hard copy format.</p> <p>Ensure this Risk Assessment is always accessible and available to all staff.</p> | | equipment. | | | |
| <p>Failure of equipment from prolonged period of play area closures</p> | Members of public | <p>5 x 5 =</p> <p>25</p> | RBC Policy and Procedures | <p>3 x 5 =</p> <p>15</p> | <p>In-depth operational/maintenance inspection carried out to check the operation and stability of the equipment by trained and competent staff before opening it up to the public</p> <p>Restrict use of equipment or access to faulty equipment until repaired or removed from site.</p> <p>Playgrounds which have not had a suitable and sufficient inspection will remain closed until equipment can be confirmed safe to use.</p> | <p>2 x 5</p> <p>10</p> | | |
| <p>Contamination from surfaces when inspecting equipment, repair, and maintenance work</p> <p>Some of the latest research indicates the virus could survive on cardboard for 24 hours, and metal/plastics for up to 72 hours.</p> | Members of public/staff | <p>5 x 5 =</p> <p>25</p> | RBC Policy and Procedures | <p>3 x 5 =</p> <p>15</p> | <p>There may be individuals who are themselves infected with Covid-19 touching equipment and bins.</p> <p>Employees and encouraged to avoid contact but if there are a requirement to touch equipment they must clean and sanitise their hands before using any equipment and associated controls. Then wipe the controls with a wipe provided, placing the used wipe in the waste bag</p> | | | |

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| <p>(although on external surfaces is much reduced)</p> <p>contact with potentially contaminated surfaces could take place. Transmission of the virus can be made to the operator causing fatal consequences.</p> | | | | | <p>provided</p> <p>PPE use – glove use in particular MUST be enforced</p> <p>Hands and mobile equipment (tablets, mobile phones) to be wiped down regularly and as appropriate and on completion of inspection run or end of working day</p> | | | |
| <p>Risk of not maintaining good hygiene</p> <p>The most critical part of controlling the spread of the virus is good hygiene</p> | <p>All employees</p> | <p>5 x 5 =</p> <p>25</p> | <p>RBC Policy and Procedures</p> | <p>3 x 5 =</p> <p>15</p> | <p>The most important control for preventing the spread of any infection is good hygiene:</p> <p>Good hygiene practices should be enforced, and employees reminded of these at frequent intervals</p> <p>Staff briefed and encouraged to follow guidelines</p> <ul style="list-style-type: none"> • Use tissues to cover their mouth and nose when they cough or sneeze (CATCH IT) • Places used tissues in a bin (or bag) as soon as possible (BIN IT) • Wash hands regularly with soap and water or other alcohol-based gels/spray/wipes (KILL IT) • Clean surfaces and contact points | <p>2 x 5</p> <p>10</p> | | |

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| | | | | | <p>regularly to get rid of germs (KILL IT)</p> <ul style="list-style-type: none"> • Ensure cabs and vehicles have waste bags for disposal. • If you have no tissue, use the inside elbow of your sleeve. • Keep your hands clean, wash/clean your hands regularly and more frequently than normal. • Wash with soap and water (the water does not need to be hot, cold water works just as well, it's the soap/detergent/alcohol that destroys the viruses outer shell and kills it) for at least 20 seconds ensuring you cover all parts of your hands and wrists including nails and in between your fingers. • If you do not have access to soap and water use a hand sanitising gel containing at least 60% alcohol. • Avoid touching your face. • Ensure you wash hands before and after eating or smoking as well as all the usual times | | | |
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| <p>Direct threat to staff health and wellbeing from transmission of coronavirus whilst travelling in company vehicles to undertake checks</p> | <p>All employees</p> | <p>5 x 5 = 25</p> | <p>Only one person per vehicle. If task involves 2 people, then arrangements are made for alternative transport to travel to site in separate vehicles</p> <p>Staff are instructed to follow good personal hygiene practices at all times (i.e. regular handwashing, using tissues and disposing of them appropriately)</p> <p>Team leader/supervisor to make arrangements for increased environmental cleaning in the vehicles. Ensure vehicle are kept clean and free of debris and waste items and Frequently touched hard surfaces cleaned and disinfected frequently.</p> | <p>3 x 5 = 15</p> | <p>Ensure this Risk Assessment is reviewed on a daily basis and updated and reissued as required via safety notices and toolbox talks. Revised RA to be re-issued as appropriate</p> <p>Staff encouraged to travel alone. No passengers are to be carried in any vehicle being used for business purposes. If a second worker is required for any part of the work activity they will travel separately.</p> <p>Staff are to carry sanitisers and are required to routinely sanitise surfaces and use gel when entering/exiting vehicles and to increase environmental cleansing if traveling from site to site or site to home.</p> | <p>2 x 5 10</p> | <p>YES</p> | <p>005</p> |
| <p>Direct threat to staff health and wellbeing from transmission of coronavirus whilst working in/from RBC workplaces</p> | <p>All employees</p> | <p>5 x 5 = 25</p> | <p>Display appropriate public health posters and update health and safety board at regular intervals</p> | <p>3 x 5 = 15</p> | <p>Cascade updates on arrival via Toolbox talks and distribution of guidance in hard copy or electronic format.</p> <p>Ensure that this Risk Assessment is accessible and available to all staff</p> <p>Ensure this Risk Assessment</p> | <p>2 x 5 10</p> | | |

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| | | | | | <p>is reviewed on a daily basis and updated and reissued as required</p> <p>Supervisors to continue working from town hall offices/home. Charge hands to temporarily relocate to Deborah office in depot and Guy's desk to maintain social distancing and remove risk from shared workstation.</p> <p>Supervisors office restricted access to charge hands only. entering/exiting offices</p> | | | |
| <p>Vulnerable staff and staff in high risk categories including Lone Working</p> <p>All types of injury and ill health could occur while not working i.e. attending site visits on own or working from home alone</p> | All lone working staff and staff shielding | <p>5 x 5 =</p> <p>25</p> | RBC Policies and procedures | <p>3 x 5 =</p> <p>15</p> | <p>Maintain regular communication with manager, supervisors and chargehands by telephone at no more than 4-hour intervals. Visits by supervisory staff at no more than 4-hour intervals.</p> <p>Read the Council's toolbox talk document on Controlling Exposure to Infectious Diseases on a regular basis.</p> <p>Staff which have been identified as vulnerable to infection and contagions have arrangements in place to facilitate home working or shielding at work and Medical advice is followed</p> | <p>2 x 5</p> <p>10</p> | | |
| <p>Communication & Cooperation Providing and Explaining</p> | All employees | <p>5 x 5 =</p> <p>25</p> | RBC Policies and procedures | <p>3 x 5 =</p> <p>15</p> | Monitoring activities to ensure COVID 19 precautions are being followed, and action taken if they are not. | <p>2 x 5</p> <p>10</p> | | |

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| <p>Guidance</p> <p>Risk of employees not adhering to rules or unable to maintain safe distance or hygiene requirements</p> | | | | | <p>Clear, consistent, and regular communication methods are in place.</p> <p>Employees and Trade Union representatives are engaged and involved in developing safe working measures.</p> <p>Employees have received communication and training materials prior to returning to work.</p> <p>New procedures have been communicated to employees</p> <p>Regular review and monitoring of measures have been scheduled.</p> <p>Changes to existing practices are discussed and agreed with Trade Unions.</p> <p>Employee mental health is a key focus and support measures have been identified and implemented.</p> <p>A communication strategy has been established to ensure that all employees are updated regularly.</p> | | | |
| <p>PPE and face coverings</p> <p>if selected and worn incorrectly can create difficult working conditions and also reduce the</p> | <p>All employees</p> | <p>5 x 5 =</p> <p>25</p> | <p>RBC Policies and procedures</p> | <p>3 x 5 =</p> <p>15</p> | <p>PPE issued gloves, face coverings, and controls</p> <p>I.e. gloves discipline 'staff made aware of the limitations of glove use, such as touching their faces whilst wearing gloves which maybe</p> | <p>2 x 5</p> <p>10</p> | | |

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| effectiveness of use and protection | | | | | <p>be contaminated.</p> <p>Staff training in infection control and follow guidance on the correct way to remove gloves safety</p> <p>Gloves to be cleaned with hand sanitiser periodically as appropriate and disposed of after every inspection run or if become damaged, and the waste management procedure followed for correct disposal of PPE.</p> <p>Face coverings are optional, and employees are supplied with a surgical mask or snood and encouraged to wear them when the 2 m social distancing is unable to be maintained and need to go to 1m plus</p> | | |
| <p>Lack of understanding the risk or incorrect Communication and training for COVID-19 infection could lead to exposure of people. This could lead to fatal illness in some circumstances.</p> <p>Information is rapidly changing as government guidance updates. Information needs to</p> | All employees | <p>5 x 5 =</p> <p>25</p> | RBC Policies and Procedures | <p>3 x 5 =</p> <p>15</p> | <p>Management must regularly update staff on current guidance.</p> <p>Opportunity must be given for staff to ask questions and be given answers they understand and are reassured by</p> <p>Clear guidance must be issued in formats that can easily be understood especially for those for whom English is not the native tongue</p> <p>Guidance must be regularly enforced once issued.</p> | <p>2 x 5</p> <p>10</p> | |

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| be shared with staff swiftly and in understandable terms | | | | | Myths around the virus must be busted with clear and reliable fact wherever possible as they may lead to inappropriate and dangerous beliefs and habits. Risk assessment and arrangements are reviewed regularly to align with Government and Public Health England guidance on Covid-19 by site management team and made available | | | |
| Using public toilets is a source of transmission due to contact surfaces and airborne infection? Symptoms will vary in cases from non/mild symptoms to fatal consequences. Human coronaviruses can survive on inanimate objects and can remain viable for up to 5 days at temperatures of 22 to 25°C and relative humidity of 40 to 50% (which is typical of air-conditioned indoor environments). | All employees | 5 x 5 = 25 | none | 3 x 5 = 15 | Staff are encouraged to return home if local for breaks and/or return to Caldecott park depot and follow on-site COVID-19 Secure safety arrangements. Care should be taken entering to ensure occupancy limited to two persons at any time to be always maintained. Depot Toilets cleaned regularly during the day and after morning arrivals and evening departures. Staff follow government guidelines on hand washing | 2 x 5 10 | | |
| When Moving around RBC sites | All Employees | 5 x 5 = | RBC Policies and procedures | 3 x 5 = | Employees are encouraged to prepare food and drink at | 2 x 5 | | |

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| <p>transmission can be made by respiration of the droplets and contact with surfaces such as door handles/plates and then the face (mouth, nose and eyes) causing minor/no symptoms to serious and possibly fatal consequences</p> | | <p>25</p> | | <p>15</p> | <p>home and carry it with them through the working day, so that they can take rest breaks so avoiding the need to visit takeaway outlets e.g. petrol stations</p> <p>Where possible staff do not enter site if people showing signs of Covid (coughing. Sneezing)</p> <p>If play areas are too busy to be able to maintain 2 metres distancing to reschedule inspections to a quieter time of the day</p> | <p>10</p> | | |
| <p>Risk of increased aggression from public with potential breach of social distancing</p> <p>Increased public frustration may lead to aggression towards staff</p> | <p>All employees</p> | <p>5 x 5 = 25</p> | <p>RBC Policy and Procedures</p> | <p>3 x 5 = 15</p> | <p>Staff are briefed to report any incidents to line managers/supervisor</p> <p>In extreme cases members of the public may display aggressive and potentially violent behaviour. All such cases must be reported, and employees informed to contact the police immediately if they are threatened.</p> <p>As is the case for any assault on a worker, consideration should be given their mental and physical wellbeing including referral to counselling or medical services as appropriate</p> | <p>2 x 5 10</p> | | |

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| <p>Staff development of symptoms</p> | <p>All employees</p> | <p>5 x 5 = 25</p> | <p>RBC Policies and procedures</p> | <p>3 x 5 = 15</p> | <p>Staff monitoring controls in place for health and wellbeing - Staff feeling unwell are instructed to inform manager If showing symptoms of a dry cough, fever (high temperature) or difficulty breathing should not attend work and should self-isolate for 7 days from the first day of their symptoms.</p> <p>Testing available for key workers which can be arranged by HR</p> <p>Staff who live in a household where someone else has symptoms should self-isolate for 14 days from the first day of that person's symptoms</p> <p>Staff are to report to Manager of any underlying health issues</p> | <p>2 x 5 10</p> | | |
| <p>Accidents, security, and other incidents Higher risk of infection to persons who are trained as first aiders when attending to an injured person</p> | <p>All employees</p> | <p>5 x 5 = 25</p> | <p>RBC Policies and Procedures</p> | <p>2 X 5 = 10</p> | <p>First aiders are available on site with hand sanitiser and PPE where appropriate –</p> <p>Minor injuries to be self-administered by injured party where practical. PPE provided at first aid stations: - Face mask, face shield, liquid repellent gowns and nitrile gloves. PPE must be worn to minimise infection risk if intervention is necessary.</p> <p>Where injured party is</p> | <p>1 x 5 = 5</p> | | |

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| | | | | | <p>unconscious, immediate request for assistance by dialling 999 must be made and advice taken from ambulance service.</p> <p>Employees are aware that in an emergency situation, e.g. fire evacuation social distancing does not apply. Staff are to follow onsite emergency procedures.</p> | | | |
| <p>Other work activities</p> <p>Transmission of COVID-19 through respiratory droplets caused by people coughing and sneezing or through contact with contaminated surfaces</p> | All employees | <p>5 x 5 =</p> <p>25</p> | RBC Policies and procedures | <p>3 x 5 =</p> <p>15</p> | <p>Existing risk assessments and safe systems of work are reviewed, and controls measured considered for COVID-19 secure precautions against the government and PHE in controlling the spread of the virus</p> | <p>2 x 5</p> <p>10</p> | | |

THIS REVIEW DATE:


29/06/2020

NEXT REVIEW DATE (NO LATER THAN)

03/07/2020

| Document Audit Date | Auditors Name | Outcome | Auditors signature |
|---------------------|---------------|---------|--------------------|
| | Chris Worman | | |

ACTION PLAN FOR RISK ASSESSEMENT: - RBC/ES/P&G/COVID 001

| | |
|--|--|
| Service Area: Environmental and Public Realm | Section/Department: Parks & Grounds |
| <p>Name and Description of Task: Safe opening of play areas and outdoor gyms COVID19, classified as a pandemic virus by the World Health Organisation (WHO) in March 2020, Covid19 is a new, contagious, coronavirus for which there is no current personal immunity within the population or vaccine available. COVID-19 is a contagious disease that can be fatal. The disease can be transmitted from human to human either by inhalation or contact with the eyes, nose and mouth. Information from the WHO, PHE and the NHS has cascaded down onto current UK industries and business sectors by a series of directives and interventions from the UK government. Government and PHE information and guidance has been and is subject to change as new and increased interventions are put into place to control the spread of the virus and this Risk Assessment has been created as a result of new government guidance with specific regard to the opening of;</p> <ul style="list-style-type: none"> Play Areas Outdoor gyms MUGAs (Multi Use Games Areas) Skatepark and BMX tracks Parkour Training area Any other ancillary items or other features as part of the 'Play and Youth Area' | <p>Diagram/Photo</p> <div style="text-align: right;">  </div> |
| Date of Assessment: 29/06/2020 | Names of Assessors: Chris Worman, (Parks and Grounds Manager, Colin Horton (Green Space Officer) Letitia Lees (Senior Safety and Resilience Officer) |
| <p>I Information Gathered From: Government departments and agencies, Health & Safety and Environmental regulators, industry associations and bodies, Public Health England, National Health Service, RBC corporate management teams and departments, Parks & Grounds Site Management Team, Register of Play Inspectors International</p> | |

(RPII), Play Safety Forum, the Play Inspection Company, Local Government Chronicle. In particular the latest government Guidance available here:
<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>

RPII:

<https://www.playinspectors.com/news/statement-on-the-governments-announcement-on-the-reopening-of-outdoor-playgrounds-on-july-4th-2020/>

Play Safety Forum:

<https://playsafetyforum.files.wordpress.com/2020/06/covid-and-childrens-play-psf-1.pdf>

Play Inspection Company:

<http://playinspections.co.uk/playground-openings-inspections-covid-19>

Local Government Chronicle:

<https://www.lgcplus.com/politics/coronavirus/playground-guidance-branded-bonkers-as-minsters-urge-reopening-of-tips-and-toilets-29-06-2020/>

| Action Reference | Hazard Keyword | Recommended Action | Person Responsible | Target completion Date | Completed |
|------------------|---------------------|--|---|-------------------------------------|-----------|
| 001 | Signage | Purchase suitable and sufficient signs from Nuneaton Signs | Chris Worman | | |
| 002 | Social Media | Comms Department to create social media campaign | Chris Worman | | |
| 003 | Maintenance program | Introduce and manage inspection visits and schedule maintenance | Colin Horton with support from Deborah Middlemiss | | |
| 004 | Vulnerable staff | Identify vulnerable staff and implement shielding arrangements | Chris Worman | | |
| 005 | Risk Assessment | Update risk assessment and communicate to staff any relevant changes | Chris Worman | Daily ongoing during COVID pandemic | |
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REGISTER OF PERSONS

Risk Assessment: RBC/ES/P&G/COVID001

This is to confirm that the person(s) named below has read, fully understands and will cooperate with the contents and information relevant to the risk assessment.

| Name | Job role | Signature | Date | Comments |
|------|----------|-----------|------|----------|
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GUIDANCE/REFERENCE NOTES

| RISK RATING MATRIX | | |
|---------------------------|------------------|----------------------------------|
| Rating | Likelihood | Severity |
| 0 | Zero to very low | No injury or illness |
| 1 | Very unlikely | First aid injury or illness |
| 2 | Unlikely | Minor injury or illness |
| 3 | Likely | “7 day” injury or illness |
| 4 | Very likely | Major injury or illness |
| 5 | Almost certain | Fatality, disabling injury, etc. |

| PERSONNEL AFFECTED? - KEY | | | | | |
|----------------------------------|--------|--|---------------|---|-------------|
| Public Stewards | P S | Young People Volunteers Lone Workers | YP V LW | Contractors Employees Maintenance | C E M |
| New/Expectant Mothers | NEM | | | | |

Control Measures (see specific hierarchy of controls for specific subjects)

People – Training, Supervision, Expertise, Knowledge, PPE Monitoring
 Procedures – Safety policy, Safe Working Practises Review
 Environment – Location based features,

| | | |
|--------------|---------|---|
| RED | 16 – 25 | Unmanaged risk level. Overall improvements required as a matter of urgency. |
| AMBER | 11 - 15 | Improvements required within one month. |
| GREEN | 0 – 10 | High Standard. Maintain and improve where possible. |

E – Eliminate
 R – Reduce
 I – Isolate
 C – Controls (Admin and engineering)
 P – Personal Protective Equipment
 D - Discipline