**RISK ASSESSMENT AS AT 2/7/2020 – REOPENING OF PUBLIC CONVENIENCES**

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| **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** |
| Transmission of Covid-19 to staff/users/wider community due to:  - contaminated surfaces  - droplets in air  - difficulty of maintaining social distancing in confined space | HPC staff, during cleaning  - by touching contaminated surfaces and then face  - by inhaling virus through droplets in air  Users of the toilets  - by touching contaminated surfaces and then face  - by inhaling virus through close contact with other users / droplets in air  Wider community  by contact with a person infected as above | Standard protective equipment e.g. gloves; standard cleaning materials  Cleaning (currently limited to 3 mornings per week)  Handwashing facilities – automated water/soap/driers in male/female toilets; water/soap/paper towels in facilities for disabled | Ensure supply of suitably enhanced protective equipment  for staff and effective cleaning materials  More frequent cleaning – Mon – Sat mornings  Plus additional anti-bac wipe down of surfaces, bins and handles at midday  Automatic hand sanitiser on exit door handles  Notices to public:  outside – risks of using the toilets; cleaning regime  inside – to remind about thorough handwashing; sneeze/cough into elbow; social distancing | Works Officer + HPC office staff  Cleaning - HPC Works Officer + temporary cleaner  Purchase of equipment -  HPC office staff /  To be installed by Works Officer  Notices -  HPC staff/  councillor | **Anticipated opening date – Monday 27/7/20**  Recruitment of temp. cleaner + training before 27/7/20  Order handles 6/7/20 – anticipated delivery & installation  by 27/7/20  27/7/20 |  |

**Risk assessment to be reviewed at Village Amenities Committee meeting Tuesday 8/9/20**