**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 airUsers of the toilets- by touching contaminated surfaces and then face- by inhaling virus through close contact with other users / droplets in airWider communityby contact with a person infected as above | Standard protective equipment e.g. gloves; standard cleaning materialsCleaning (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 equipmentfor staff and effective cleaning materialsMore frequent cleaning – Mon – Sat morningsPlus additional anti-bac wipe down of surfaces, bins and handles at middayAutomatic hand sanitiser on exit door handlesNotices to public:outside – risks of using the toilets; cleaning regimeinside – to remind about thorough handwashing; sneeze/cough into elbow; social distancing | Works Officer + HPC office staffCleaning - HPC Works Officer + temporary cleanerPurchase of equipment - HPC office staff /To be installed by Works OfficerNotices -HPC staff/councillor | **Anticipated opening date – Monday 27/7/20**Recruitment of temp. cleaner + training before 27/7/20Order handles 6/7/20 – anticipated delivery & installationby 27/7/2027/7/20 |  |

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