

## Risk Assessment

Name of location	Langton Hall	Date of risk assessment	25 <sup>th</sup> September 2020	Name of who undertook this risk assessment	Stuart Collett / Steve Hugh/ Andy Henderson
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Hazard Identified? / Risks from it?	Who is at risk?	How are the risks already controlled? What extra controls are needed?	What has changed that needs to be thought about and controlled?
Maintaining social distance at start and end of session: higher risk of infection spread if social distancing not maintained.	Visitors, Leaders, Parents, Young Leaders, Scouts	<ul style="list-style-type: none"> <li>• Displays with COVID19 symptoms in main entrance.</li> <li>• Sign to say you must wash hands on arrival.</li> <li>• Person in charge of session to manage this and ensure this happens.</li> <li>• Check in via NHS track and trace QR code in entrance hall for everyone over age of 16.</li> </ul>	NHS track and track QR available in entrance hall and should be used by everyone over age of 16 yrs.
Maintaining social distance during meeting: higher risk of infection spread if social distancing not maintained.	Visitors, Leaders, Parents, Young Leaders, Scouts	<ul style="list-style-type: none"> <li>• Social distancing signs in entrance, corridor.</li> <li>• Person in charge of hire to manage people social distancing.</li> <li>• Kitchen to be closed to reduce the risk of not social distancing unless specifically hired.</li> <li>• Only one toilet open with one person at a time entering. 'Safe to enter/Do not enter' sign on door.</li> <li>• Windows and skylights to be opened where appropriate.</li> <li>• Ensure a maximum number of 35 people in the hall, this overrides any numbers shown in the main T&amp;C's</li> </ul>	

Additional information can be found in the [Safety Checklist for Leaders](https://scouts.org.uk/safety) and other information at [scouts.org.uk/safety](https://scouts.org.uk/safety)

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<p>Hygiene of people: higher risk of infection spread if good hygiene practices are not carried out.</p>	<p>Visitors, Leaders, Parents, Young Leaders, Scouts</p>	<ul style="list-style-type: none"> <li>• Display board with COVID19 symptoms + 'Wash your hands' sign in main entrance.</li> <li>• Everyone to wash hands on arrival in accessible toilet (Sign to show how).</li> <li>• Person in charge of session to ensure this happens.</li> <li>• Sanitiser station located in main entrance, corridor and main hall.</li> <li>• Everyone to sanitise hands on departure.</li> </ul>	
<p>Hygiene of toilets: higher risk of infection spread if good hygiene practices are not carried out.</p>	<p>Visitors, Leaders, Parents, Young Leaders, Scouts</p>	<ul style="list-style-type: none"> <li>• Only one toilet to be open for use which will have a sign 'Safe to enter/Do not enter' sign on door.</li> <li>• Each hire to clean toilet facilities before and after sessions (cleaning equipment in cleaning cupboard).</li> <li>• Deep cleaning of the facility twice a week (Monday and Thursday).</li> <li>• Antibacterial soap available in toilet.</li> </ul>	
<p>Hygiene of activity equipment: Higher risk of infection spread if good hygiene practices are not carried out.</p>	<p>Visitors, Leaders, Parents, Young Leaders, Scouts</p>	<ul style="list-style-type: none"> <li>• Hires to provide their own hand sanitiser even if hiring outside space without access to the building.</li> <li>• Hall hand sanitiser to be used when accessing corridor.</li> <li>• Limit toilet access to one person at a time.</li> <li>• Hires still required to clean toilet/light switches and door handles with appropriate cleaner provided if they have had access to the toilets/building.</li> </ul>	

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First Aid: Risk of the spread of infection.	Visitors, Leaders, Parents, Young Leaders, Scouts	<ul style="list-style-type: none"> <li>• Person administering first aid should wear suitable PPE (Gloves, mask / face covering and disposal apron) which will be marked appropriately and located with the first aid in entrance hall.</li> <li>• Patient to wear mask where appropriate.</li> <li>• Used PPE will be required to be double bagged and placed in the external bin.</li> <li>• Accident recorded in accident book located in entrance hall.</li> </ul>	
<b>Review due: Every month after opening</b>			