

## Risk assessment template – Use of Accommodation within BGGC Clubhouse

Company name: BGGC

Assessment carried out by: Neil Payne

Date of next review: TBC

Date of assessment: 25/06/2021 updated by AD 15/07/2021

What are the hazards?	Activity	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?
<b>A Person with an undiagnosed infection contaminates the accommodation and transmits the infection to other clubhouse uses</b>	Using Facilities	Club Members, Staff and Residents	<p>Prior to attending the Club and using the accommodation the person should take a lateral flow test to check for infection.</p> <p>Prior to the Accommodation being used it will be cleaned.</p> <p>Once the person has left the accommodation will be cleaned again.</p> <p>A Record of the cleaning and those occupying the accommodation is kept for contact tracing purposes.</p>	<p>Whilst within the Communal Areas of the clubhouse face masks must be worn.</p> <p>Hands Sanitization should take place a regular intervals.</p> <p>To protect the staff cleaner a period of 3 days should elapse between the accommodation being vacated and staff cleaner cleaning the accommodation.</p>	Club Members, Staff and those using the accommodation

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<b>Catching COVID 19 from using facilities after another person who has the virus</b>	Clubhouse Toilets and showers	Club Members, Staff and Residents	All Club members are asked to take lateral flow test prior to attending the club to reduce the risk of bringing the infection on site.	<p>Instructions and Signage. First Person at the beginning of EACH day cleans the facilities with the relevant equipment and signs the sheet.</p> <p>When inside face masks will be worn.</p> <p>Windows and Doors will be left open to provide as much ventilation as possible.</p>	Club Members, Staff and Residents
<b>Catching COVID 19 from using facilities after another person who has the virus</b>	Club house Kitchen and communal areas.	Club Members, Staff and Residents	Occupancy of the members' kitchen should be restricted to one person at a time and users should thoroughly clean utensils and surfaces before and after use with hot water, soap and/or disinfectant wipes and put items used away after use.	<p>Members should remain in small groups and wear face coverings indoors.</p> <p>Social Distancing should be maintained throughout.</p> <p>Communal Areas are cleaned on a regular basis and should be</p>	Club Members, Staff and Residents

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				cleaned down between use by members/residents	
<b>As above</b>	Follow Up	Family / bubble members	As above.	Should anyone using the facilities test positive they must inform the Club as soon as possible.	Club Members, Staff and Residents

More information on managing risk: [www.hse.gov.uk/simple-health-safety/risk/](https://www.hse.gov.uk/simple-health-safety/risk/)