

Crowthorne Parish Council Risk Assessment for COVID – 19 (Coronavirus)

Activity: General Market and Specialist Markets
Assessment Date: 28/09/2020
Review Date: Ongoing review in line with Government Guidelines/Annually.
Location: Morgan Rec, Crowthorne

Hazard & Risk	Persons at Risk	Risk Level (H, M, L,)	Current Controls	Future Controls	Residual Risk Level (H, M, L,)	Responsibility Target Date
<p>Transmission of Covid 19 through airborne particles of the virus expelled by others.</p> <p>Contact with surfaces contaminated by the virus.</p> <p>Covid-19 (Coronavirus) Is an illness that can affect your lungs and airways. Symptoms include high temperature, continuous cough. Symptoms can be mild, moderate, severe or fatal. If symptoms occur self-isolate and call 111 for severe symptoms call 999.</p>	<p>Employees Stall Holders Public</p> <p>People with underlying health conditions, for example asthma, diabetes or heart disease, or a weakened immune system as the result of medicines such as steroid tablets or chemotherapy are at greater risk from effects. Older people are at greater risk from the effect of infection.</p>	<p>High</p>	<p>All traders have been advised in writing to follow current Government Guidelines.</p> <p>Including:</p> <p>To follow good respiratory hygiene, for coughs and sneezing. Dispose of tissues in closed container after use.</p>	<p>TRADING HOURS: 9am-2pm</p> <p style="text-align: center;">EACH TRADER MUST FOLLOW ALL CONTROL MEASURES AS BELOW.</p> <p>Layout All market traders must set up their stalls in a line, to promote a one-way system to ensure customers easily keep their distances and do not cross in front or behind to reach any items. Sides of the stalls must be in place to ensure no cross contamination.</p> <p>Social distancing Leave 2 meters between customers/traders. Separation distances to be marked on the ground with a tape or chalk. Queues to be set up and supervised by traders as required by Government.</p> <p>“Social Distancing” poster supplied by CPC must be displayed on each trader’s counter for customers at all time.</p> <p>Chalk mark 2 metre social distancing marks in front of pitch to remind customers to social distance.</p> <p>Cleaning Frequent cleaning/disinfecting with anti-bacterial products, objects and surfaces that are touched regularly particularly in areas of high use.</p> <p>For example, Produce/shopping baskets, display counters, monies ie loose change,</p>	<p>High to Medium</p>	<p>Parish Clerk 01/10/2020</p>

condiments/sauce bottles ect. handles (vehicles), vehicle switches, hand trolleys.

Page 2 **Crowthorne Parish Council Risk Assessment for COVID – 19 (Coronavirus)**

Hazard & Risk	Persons at Risk	Risk Level (H, M, L,)	Current Controls	Future Controls	Residual Risk Level (H, M, L,)	Responsibility Target Date
		High		<p>Removal of used gloves Please follow safe removal of gloves here: https://www.hse.gov.uk/mvr/resources/videos/video9.htm</p> <p>Hand washing Hand washing facilities with soap and hot / cold water are available at the public toilets adjacent to the toddler play area.</p> <p>Paper towels or other hand dyers for drying of hands</p> <p>See hand washing guidance: https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</p> <p>Protecting customers Gel / alcohol sanitisers must be available where washing facilities not readily available.</p> <p>Gel/alcohol sanitisers must be supplied by traders for their own stall.</p> <p>Gel/alcohol hand sanitisers must be on display at each stall, and a sign to request customers to sanitiser their hands before touch any products.</p> <p>Further guidance can be found: https://www.gov.uk/guidance/social-distancing-in-the-workplace-during-coronavirus-covid-19-sector-guidance#shops-running-a-pick-up-or-delivery-service</p>	High to Medium	Parish Clerk 01/10/2020

--	--	--	--	--	--	--

Page 3 **Crowthorne Parish Council Risk Assessment for COVID – 19 (Coronavirus)**

Hazard & Risk	Persons at Risk	Risk Level (H, M, L,)	Current Controls	Future Controls	Residual Risk Level (H, M, L,)	Responsibility Target Date
<p>COVID 19 virus spread in the community by airborne particles or through contact with surfaces contaminated with Covid 19 virus.</p> <p>Causing sickness and respiratory issues with people displaying the following symptoms ranging from mild cough/sneezing and fever. Leading to isolation, hospitalisation and fatalities in a minority of cases.</p>	<p>Employees Stall Holders Public.</p> <p>People with underlying health conditions, for example asthma, diabetes or heart disease, or a weakened immune system as the result of medicines such as steroid tablets or chemotherapy are at greater risk from effects. Older people are at greater risk from the effect of infection.</p>	<p>High</p>	<p>QR code in welfare facilities are available.</p> <p>Traders are required to check in via NHS Track and Trace app at the beginning of the trading day or at the first use of the facilities.</p> <p>Traders made aware of social distancing through national media</p> <p>Advised all traders that hand sanitiser stations are to be supplied by each trader</p> <p>All traders requested to display “do not touch” signs on products and food samples on their stalls</p> <p>Traders advised to increase cleaning regime on all surfaces, baskets, handles</p>	<p><u>Use of face mask / face shield</u> To ensure the market is COVID secure we are encouraging all traders to wear a face shield or a face mask for the duration of the market. This is not compulsory, however see attached the letter from NABMA stressing the importance of keeping our customers feeling safe during the shopping experience.</p> <p><u>COVID TEST AND TRACE SERVICE</u></p> <p>If any of the traders receives a call / message or email requiring getting tested as she/he has been in contact with a positive case we are asking the trader to let the Parish Clerk know as soon as possible.</p> <p>Until a negative test is produced or after the 14days self-isolation ended the trader can not attend on the market.</p> <p>The market fee will be deferred to future dates to ensure the trader will be given the opportunity to trade without potentially spreading COVID-19.</p> <p><u>Updates guidelines in a short video:</u> https://youtu.be/1CUrxdTd1bc</p>	<p>High to Medium</p>	<p>Parish Clerk 20/04/2020</p>

--	--	--	--	--	--	--

Page 4 **Crowthorne Parish Council Risk Assessment for COVID – 19 (Coronavirus)**

Hazard & Risk	Persons at Risk	Risk Level (H, M, L,)	Current Controls	Future Controls	Residual Risk Level (H, M, L,)	Responsibility Target Date
Social isolation	Employees, Stall Holders and Public.	High to Medium	Daily contact with the traders via calls and email	<u>Mental Health</u> To promote mental health & wellbeing awareness to traders during the Coronavirus outbreak and will offer whatever support they can to help:	Medium	

Handling anxiety during COVID-19: <https://www.mindchwf.org.uk/handling-your-anxiety-throughout-the-covid-19-outbreak/>
 Coronavirus and your wellbeing: <https://www.mind.org.uk/information-support/coronavirus/coronavirus-and-your-wellbeing/>
 Making sense of the UK's COVID-19 Lockdown: <https://www.mindchwf.org.uk/making-sense-of-the-uks-covid-19-lockdown>
 Guidance for the public on the mental health and wellbeing aspects of coronavirus (COVID-19):
<https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19>

Risk Assessment Completed By: Name: Marianna Pentek Signature..... Date: 28/09/2020	Risk Assessment Review Completed By: Name: Signature..... Date:
--	--

