

Company Name: Allscott Heath Sports and Social Club				Work Area: Whole Club including internal (bar and lounge) and external areas				Activity/Machine/Area: Serving drinks and alcohol and socialising				RA No: COVID-01	
Hazards & People Exposed		Risk		Current Controls (measures already in place)				Residual Risk			Future Controls (things to be considered)		Transfe rred to Action Plan Yes/No
Bar staff and club members		S e v e r i t y L i v e l l R i s k						S e v e r i t y L i v e l l R i s k					

The measures below have been taken from the Government guidance issued 23rd June 2020 -

<https://assets.publishing.service.gov.uk/media/5eb96e8e86650c278b077616/Keeping-workers-and-customers-safe-during-covid-19-restaurants-pubs-bars-takeaways-230620.pdf>

This is in addition to the Government statement on Hand Washing for 20 seconds, not touching your faces and social distancing.

All of these controls will be subject to regular monitoring by the bar staff and committee members.

Internal	s	L	T		S	L	T		
Bar area	5	5	25	Payments by contactless where possible Same bar staff at all times Bar staff to only be from same household or one other (bubble) household Hand sanitiser available at all times Sanitiser to be used after every transactions Bar staff responsible for keeping a record of everybody using the club (record must be kept for 21 days) When collecting drinks, only one member at the bar at any one time, ensuring social distancing	5	1	5		
Entering internal area Internal areas	5	5	25	Hand sanitiser station to be placed upon entrance All members to sanitise hands when entering building Seating to be set out to ensure social distancing Seating is not to be moved Social distancing to be adhered to at all times	5	1	5		

				<p>Snooker room, pool room and ball pit are cordoned off and out of use</p> <p>Darts can be played with own darts, but electronic scoreboard is not to be used</p> <p>Ordering of drinks is to be done by text message to the bar staff</p> <p>Groups to be of same household and a maximum of one 'bubble' household (ensuring social distancing if from the bubble household)</p> <p>Constant monitoring of the rules by bar staff and committee members. Anybody found breaking any rules will be given one reminder and asked to leave the club if they do so again.</p>					
External Areas	5	5	25	<p>Bowls green only to be used as per the bowls section booking system</p> <p>No use of communal equipment</p> <p>Play area can be used (as per Government guidance). Children to be supervised and wiping of equipment before and after use</p> <p>External drinking areas to be kept to social distancing</p> <p>Groups to be of same household and a maximum of one 'bubble' household (ensuring social distancing if from the bubble household)</p>	5	1	5		
Travel around the club	5	5	25	<p>One way system in place externally for entering and exiting the club – From the car park, take the left entry and when leaving, leave to the left so that there is no cross over around the bowls green</p> <p>One way system in place internally.</p> <p>One way system designed to try to keep social distancing.</p> <p>Signage in place (no entry/exit only/one way etc.)</p>	5	1	5		
Separate entrances and exits	5	5	25	<p>Enter in via the far left hand door only.</p> <p>Exit via the middle set of doors if you are drinking outside.</p> <p>Exit via the rear doors if you have used the toilet and return via the main left hand door.</p>	5	1	5		
PPE usage Use of masks Use of Gloves	5	5	25	<p>Not required - primary controls hygiene and social distancing - 2 metres between people when walking, standing or sitting is mandatory.</p> <p>Bar staff may choose to wear face coverings by choice. They</p>	5	1	5		

				should keep them clean and dispose of them after use.				
Kitchen Area	5	5	25	No food to be served or available. Kitchen area to remain locked.	5	1	5	
Toilets	5	5	25	Adjacent cubicles are to be cordoned off and not used Adjacent urinals are to be cordoned off and not used Adjacent hand basins are to be cordoned off and not used Additional hand washing signage Soap dispensers to be kept replenished at all times In the WC, do not engage in conversation with other user All WC's are subject to a cleaning regime Hand washing facilities to be used regularly to clean hands	5	1	5	
First aid requirements	5	5	25	Wash hands after any first aid treatment. If Covid19 suspected then maintain 2m distancing and request employee to wait outside the building. Notify Carl Starling incident. Deep clean of areas if required. Wash hands after any first aid treatment.	5	1	5	
Fire	5	5	25	In case of emergency please use nearest exit - trying to keep the 2m distance if possible Muster point attendance - keep the 2m distance if possible Wash hands upon re-entry to building	5	1	5	
Communal use Equipment/Areas	5	5	25	Keep to a minimum Use of wipes to cleanse after use Good general hygiene measures Posters and signage on walls Minimise touching of equipment. Wipe before and after use	5	1	5	
Car Park	5	5	25	Ensure one car space between cars when parking	5	1	5	
Bar Staff/members not being listened to/need to escalate a concern	5	3	15	Contact the bar staff or a Committee Member in the first instance Access to HSE - https://www.hse.gov.uk/contact/concerns.htm or by phone on 0300 003 1647	5	1	5	

