



Bath Rugby COVID-19 Risk Assessment

Task	Re-Opening of the Bath Rugby Shop
Assessed by	Zoe Tyler
Approved by	Alex Cohen

Activity The Bath Rugby shop is scheduled to re-open on Monday 29th June after the enforced COVID-19 lockdown closure. This document records the necessary considerations to be able to open the shop in a commercially viable way which is friendly and approachable to staff and customers, but which is also compliant with HMG guidance as a minimum standard.

Hazard				Risk Rating				Control Measures				Residual Risk																		
Number	Hazard The potential to cause harm	Risk How harm can occur	Who could be affected	Likelihood	Impact	Risk Number	Risk	URN	What measures can be put in place to reduce the risk	Likelihood	Impact	Risk Number	Risk																	
														1	COVID-19 Disease	The contraction or spreading of the disease.	Staff Public Any person they may come into contact with.	3	4	12	MEDIUM	<table border="1"> <tr> <th colspan="2">General</th> </tr> <tr> <td>G1</td> <td>Consider appropriate timing of opening to reflect demand.</td> </tr> <tr> <td>G2</td> <td>To always follow government advice and directives, including 'Working safely during Covid-19 in shops and branches'.</td> </tr> <tr> <td>G3</td> <td>To ensure staff are educated and understand the risk assessment and operational policy.</td> </tr> <tr> <td>G4</td> <td>Ensure communication with potential customers to manage expectations and educate where possible.</td> </tr> <tr> <td>G5</td> <td>Provide clear guidance on current protocol using signage outside the shop entrance.</td> </tr> <tr> <td>G6</td> <td>Keep the front door open where possible to reduce the touching of door handles and increase air flow.</td> </tr> <tr> <td>G7</td> <td>Staff health declaration to be completed daily by staff members before arriving on site.</td> </tr> <tr> <td>G8</td> <td>In the event of an emergency the risk level should be considered before action being taken. Normal emergency procedures will usually supersede this Risk Assessment.</td> </tr> </table>	General		G1	Consider appropriate timing of opening to reflect demand.	G2	To always follow government advice and directives, including 'Working safely during Covid-19 in shops and branches'.	G3	To ensure staff are educated and understand the risk assessment and operational policy.
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Distancing

D1	Maximum of 3 staff members and 5 customers in the shop at any given time. Roles to be clearly identified in the Op Policy.
D2	Staff and public to maintain HMG social distancing directions at all times.
D3	One way system to be implemented inside the shop.
D4	Staff to have designated roles and responsibilities to include managing numbers, compliance with one way system, relevant cleaning and normal shop duties.
D5	Visual guides for two metre distancing and one way system to be in use.
D6	Use outside premises for queuing with designated 'queue here' floor markings.

Sanitation

S1	Encourage customers to avoid handling products whilst browsing where possible both verbally and with signage.
S2	Changing room facilities to be closed.
S3	Alcohol hand gel to be available to use on entrance to store.
S4	Increase the contactless limit on the card machine.
S5	Card only transactions.

S6	Disinfectant wipes to be used hourly by staff to clean door handles, till area and desk in office, plus any other relevant areas.
S7	Deep clean to be carried out by shop staff either at the end or beginning of each day. Assessment to be made by shop manager about whether to do so in the middle of the day also.
PPE	
P1	Perspex screen to be installed at the till area.
P2	Face coverings to be readily available to staff to wear when customers are in the shop at all times.
P3	Gloves to be readily available to staff to wear when handling stock.
P4	Face coverings to be worn by all customers in line with HMG directive. Face coverings to be made available to those who don't have them on request only.