

COMPANY:	SQUEEZED BRISTOL LTD	LOCATION:	WAPPING WHARF, BRISTOL	ASSESSMENT DATE:	20.06.2020
OPERATION:	CORONAVIRUS (COVID-19)	COMPLETED BY:	ALEX HAYES	REVIEW DATE:	Continuous

HAZARD	RISK LEVEL	CONTROL MEASURES	NEW RISK LEVEL	NEW CONTROLS REQUIRED	TARGET DATE
<p>Outbreak of Coronavirus</p> <p>Risk: All persons</p>	High	The coronavirus causes respiratory illness in humans, usually resulting in mild symptoms including runny nose, sore throat, cough and fever. Some individuals experience more severe symptoms and it can lead to pneumonia, breathing difficulties and in rare cases death	Medium	Review latest Government / World Health Organisation guidance and update as required	On going
<p>Managing risk between workers</p> <p>Risk: All staff/customers</p>	High	To reduce risk to the lowest reasonably practicable level by taking preventative measures, in order of priority	Medium	<p>Ensure staff and customers who feel unwell do not attend the venue</p> <p>Increase frequency of hand washing and surface cleaning</p> <p>Comply with social distancing measures between staff and customers (see supporting document 'zone' working)</p> <p>Keeping work activity reduced through the reduction of service hours and the reduction of menu</p> <p>Using barriers to close the</p>	On going

				<p>restaurant dining area from public use and serve from the door</p> <p>Reduce face to face working by working side on in 'zones' and keeping interaction to a minimum</p>	
<p>Keeping Customers and Visitors safe</p> <p>Risk: Customers</p>	High	To minimise the risk of transmission and protect the health of customers and visitors to the restaurant	Medium	<p>Closure of internal and external dining areas</p> <p>Reduce customer base by only pre selling food and controlling visiting times and numbers to the restaurant to reduce queues and build up on Gaol Ferry Steps and surrounding area</p> <p>Providing guidance to patrons on social distancing and hygiene on arrival at venue</p> <p>Maintain clear instructions with customers on a wider scale through website and social media platforms</p> <p>Encourage customers to use 70% alcohol gel on arrival before collecting take away</p>	On going
Managing Service of Food and Drink	High	To manage interactions at the venue resulting from service of food and drink.	Medium	Maintaining social distancing from customers when taking orders	Ongoing

<p>Risk: customers and staff</p>				<p>Maintaining social distancing from customers when giving out orders</p> <p>Removing all reusable materials and using only disposable packaging</p> <p>Reducing number of surfaces touched by staff and customers by closing dining areas and introducing 'zone' working for staff</p> <p>Initially selling food on pre-sale only to mitigate till use and customer/staff exchange</p> <p>Using contactless only payment when applicable</p> <p>Using counter to minimise contact between FOH and customers</p> <p>Ensuring restaurant has sufficient ventilation by keeping doors open throughout service and extraction fan on</p> <p>Setting out clear signage outside venue (Gaol Ferry Steps) to promote social distancing – implemented by landlord</p>	
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				Minimising contact between staff on shift by implementing 'zone' system (see supporting document)	
Customer Toilets  Risk: Customers and staff	High	To ensure that toilets are kept open and to ensure/promote good hygiene, social distancing, and cleanliness in toilet facilities	Medium	Toilets and external areas to be managed by landlord (separate Risk Assessment)	On going
Providing and Explaining Guidance	High	To make sure people understand what they need to do to maintain safety	Medium	Share Risk Assessment online and company operation statement on Covid-19  Share Risk Assessment with staff and provide 'walk through' training on new service methods  Encourage team to demonstrate and remind customers to follow government guidelines  Advise team to wash hands regularly  Ensure safe delivery of items from external suppliers (items only delivered to zone 3)	Ongoing
Workforce  Risk: Staff	High	Recognising staff numbers during shifts	Medium	Keep staff levels to a minimum during shifts with no more than one staff member to allocated zone	Ongoing

				Monitoring the well-being of staff on a daily basis during shifts and on a weekly basis through communication	
Social Distancing for Workers Risk: Staff and Customers	High	Ensuring workers maintain social distancing guidelines (2m, or 1m with risk mitigation where 2m is not viable, is acceptable) wherever possible, including arriving at and departing from work, while in work and when travelling between sites.	Medium	<p>Review service provision in order to maintain social distancing in the restaurant</p> <p>Increase hand washing throughout shift at 30 minute intervals and introduce the use of disposable gloves</p> <p>Using 'zones' to distance staff and introduce job specific roles applicable for these zones</p> <p>Reduce face to face activity with side on working between zones</p> <p>Ensure zone 1 is clear when staff need to use the hand wash station</p>	On going
Arrival and Departure from Work Risk: Staff	High	To maintain social distancing wherever possible, on arrival and departure and to ensure handwashing upon arrival.	Medium	<p>Ensure minimal 'cross over' on arrival at work at the restaurant entrance by staggering start times and use of the store room</p> <p>Providing 70% alcohol gel at arrival/exit point and ensuring</p>	On going

				<p>staff wash hands on arrival</p> <p>Provide staff PPE (apron, towel and face mask) and ensure this is worn throughout shift</p> <p>Provide collection point in store for staff to leave aprons and towels at the end of shift</p> <p>Ensure staff wear head wear if applicable and tie back hair</p> <p>Provide storage for staff clothes and bags</p>	
<p>Moving around the Workplace</p> <p>Risk: Staff and customers</p>	High	To maintain social distancing wherever possible, while people travel through Wapping Wharf	Low	<p>Reduce movement during shifts by fully stocking the restaurant prior to service</p> <p>Restrict use of store room to one staff member at any given time</p>	On going
Food Preparation Areas	High	<p>To maintain social distancing and reduce contact where possible in kitchens and other food preparation areas</p> <ul style="list-style-type: none"> <li>• COVID-19 is a respiratory illness. It is not known to be transmitted by exposure to food.</li> </ul>	Medium	<p>Follow government guidance on food preparation and food service areas</p> <p>Allow kitchen access to as few people as possible both during shifts and other periods</p> <p>Minimise interaction between staff and other workers</p> <p>Allow no more than 3 staff to</p>	On going

				<p>work per shift and restrict staff movement where possible to zones</p> <p>Minimise contact at handover points – only zone 2 &amp; 3 to use the pass and only FOH staff to hand food to customer at counter point</p>	
Cleaning the Workplace	High	To make sure that the restaurant is clean and ready to restart	Medium	<p>Review of operation methods to allow for safe service and full ventilation of the restaurant and following government guidance on reopening</p> <p>Ensure cleaning materials are well stocked in accordance to 'Safer Food Better Business' document and Food Standards Agency guidelines</p> <p>Provide antibacterial hand wash and 70% alcohol gel</p> <p>Frequent cleaning of service equipment both before, after and during shifts</p> <p>Cleaning touchpoints (pass, customer counter) at 30 minute intervals or more frequently if applicable</p>	Ongoing

				<p>Provide customers 70% hand gel to use before collecting food items</p> <p>Collecting staff PPE after shift for controlled single point washing</p> <p>Continuing to follow good practices of cleaning</p> <p>Frequent hand washing throughout shift at 30 minute intervals, at any point of re-entry to restaurant and after removing disposable gloves</p>	
Handling Deliveries and Goods	High	To reduce transmission through contact with objects that come into the venue and vehicles at the worksite	Medium	<p>Allow goods to only enter to zone 3</p> <p>Ensure goods are clean and stored immediately on entering site</p> <p>Wash hands immediately after storing goods</p>	On going
PPE (Personal Protective Equipment) and Face Coverings	High	To protect the individual against Health & Safety Risks in the workplace	Medium	<p>Ensure staff are provided and wear standard PPE (as outlined in Safer Food Better Business document)</p> <p>Introduction of Face Masks and train staff on best practice as</p>	On going



				outlined in government guidance	
				Practice social distancing and zone working	
Work Force Management	High	To change the way work is organised to create distinct groups and reduce the number of contacts each worker has	Low	<p>Only 3 staff members to be able to work in the restaurant at any given time and to stay within their working zone where possible</p> <p>Staggering work times to avoid cross over at entrance and exits and use of store room</p> <p>Customer records to be kept by Wriggle Bristol (name &amp; contact details) to allow contacting should a case of Covid-19 occur amongst workforce</p> <p>Provide clear training and 'walk through' guide to operations prior to reopening</p> <p>Share Risk Assessment with staff prior to reopening</p> <p>Make staff aware of any changes or updates to operating procedures and Risk Assessment</p>	On going