

**RISK ASSESSMENT FOR HIRERS OR LUSTLEIGH VILLAGE HALL  
WINTER 2021/22**

<b>Task:</b>  <u>COVID-19 Transmission prevention at the end of exclusive use of the Village Hall</u>		<b>Concerning:</b>  Preschool exclusive use period ends on 5 May 2021.		<b>Signature:</b>			<b>Date:</b>  3 May 2021		
<b>Location:</b>  Lustleigh Village Hall		<b>Note:</b>  The following observations are intended to assist Preschool in returning the hall for village use following their exclusive use during Lockdown 3. The observations are <b>not</b> exhaustive.		<b>Note:</b>  In the following text all employees, managers and trustees of Preschool, are referred to as <b>'employees'</b> .			<b>Pages:</b> 1 to 5		
1. Identify the hazards		2. Who might be harmed and how?	3. Evaluate their risk with current controls in place	Risk Rating LXS			4. Record of Finding and Further Action		
				Likely-	Severity	Total	Further Action(s) required?	Date Action to be complete	Date Complete
1	<b>Biohazard</b>  COVID-19 is regarded as a high hazard.	Preschool employees, visitors, contractors.	<b>Administrative Control</b>  The Pre-School to undertake Covid 19 clean at the end of the school day and before the village hall is hired by any person or society using the village hall.				Update as required as COVID-19 advice changes.		

		Anyone may be infected if COVID-19 is passed from one person to another.	Village Hall Management Committee to make weekly inspections of the Hall during period of Village Hall exclusive use. Inspections to be made during Preschool downtime				Weekly inspections to be made member of VHMC and logged in H&S onsite folder.  Any matters arising to be reported to VHMC and Preschool	Ongoing	
2	<b>Transmission of virus</b>  The virus is spread in minute water droplets expelled from the body through sneezing, coughing, talking, and breathing.	As above	<b>Administrative control</b>  Preschool, Hirers employee, health and visitor management will reflect Government guidance and best practice. Preschool's arrangements will take account of Village Hall insurers and Ofsted's recommendations/requirements				Preschool and anyone Hiring the hall will reorganise the Hall and their employee working practices as they see fit to maintain social distancing, etc, and will have monitoring procedures in place at all times.		
3	<b>Hirers/Employee's household involving self-isolation that may present risk to employee and others?</b>  <b>Employees/Hirers meeting people who may have COVID-19.</b>	As above	Employee attendance only acceptable provided full compliance with Government guidelines  Hirers to ensure those attending event will comply with latest Government guidelines and provide their own risk assessment and QR code and read special conditions of hire set out on the Lustleigh village hall website.				Employee exclusion details to be shared with VHMC	Ongoing	

5	<p><b>Transmission of virus (cont.)</b></p> <p>Access and egress from the workplace and social distancing</p>	As above	Pre-School and Hirers to employ social distancing as far as practical, including, if appropriate, staggering arrival and departure, maintaining two metre social distancing rules, pre-opening of entrance doors to limit congestion.					
6	<p><b>Transmission of virus (cont.)</b></p> <p>The virus can be transferred to the hands and onto other surfaces.</p>	As above	Pre-school and Hirers will provide hand washing and sterilisation facilities					
7	<p><b>Transmission of virus (cont.)</b></p> <p>Virus can survive on surfaces after transfer (depending on the surface type, its moisture content and temperature).</p>	As above	Cleaning is a vital control and an enhanced cleaning regime will be provided both by the Pre-School and Jean Wills (designated Cleaner by the VHMC)					
8	<p><b>Contract, cleaners (if applicable)</b></p> <p>Risk: different exposure compared to employees.</p>	Contract cleaners	Cleaners to make self-isolation/social distancing/risk declaration on attendance and have suitable PPE.			Preschool and Hirers to supervise contract cleaners (if applicable) and agree arrangements for safe disposal of contaminated cloths, etc		
		Cleaner	VHMC to provide Cleaner with			Seek to control exposure		

10	<p><b>Personal protective equipment (PPE)</b></p> <p>PPE helpful but hazardous if incorrectly used.</p> <p>Notes:</p> <p>1. Gloves provide some protection, but the virus may be transferred to surfaces. Touching face remains a risk.</p> <p>2. Face masks - Paper face masks may reduce the virus being spread from the wearer to others.</p> <p>3. Plastic aprons will provide some protection for clothing, but these rarely cover sleeves which may come into contact with the face too.</p> <p>4. PPE effectiveness not fully understood. The longer it is worn, the greater the potential for viral loading on its surface.</p>	<p>Preschool employees, visitors, and contractors.</p> <p>May be infected If it is passed from one person to another</p>	<p>appropriate PPE</p> <p>Considerations include: the right specification, its cleanliness, its storage, its replacement, and ready availability.</p> <p>Consider if frequent hand washing or sterilisation is a better option.</p>		<p>rather than rely on PPE.</p> <p>Prevention is a more effective principle. While PPE provision may reduce employee anxiety, its effectiveness is yet to be fully proven.</p> <p>Preschool to provide appropriate use-training, including proper fitting, and/or storage/disposal of PPE</p>		
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