

# RISK ASSESSMENT

# SIDEKICK

<b>ASSESSOR:</b>	GREGG MASSEY	<b>CREATION DATE:</b>	MAY 2020
<b>HAZARD:</b>	CORONAVIRUS (COVID-19)		

<b>PERSONS AFFECTED BY ACTIVITY:</b>	SIDEKICK CLEANING WORKFORCE
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<b>HAZARD CLASSIFICATION:</b>	
<ul style="list-style-type: none"> <li>Biological:</li> </ul>	– Infectious virus, bacteria, fungi, insects, animals, plants, humans.

	Without Control Measures – Risk of Exposure from...	Likelihood	Severity	Risk
1	Other People Direct (Face to Face)	3	4	12
2	Personal hygiene	3	4	12
3	Entering / Leaving a room or cleaning cupboard	2	4	8
4	Touching other people	3	4	12
5	Areas with large numbers of people present	4	4	16
6	Touching possible infected surfaces	4	4	16
7	Contaminating other surfaces	3	4	12

INITIAL ASSESSMENT OF OVERALL RISK	LOW	MEDIUM	<b>HIGH</b>	<b>13</b>
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<b>CONTROL MEASURES TO REDUCE RISK</b>
<p><b>All employees to have undertaken the training for Coronavirus Awareness</b></p> <ol style="list-style-type: none"> <li>Avoid coming into close contact with other people (within 2 metres for 15 minutes or more)</li> <li>Frequent use of hand washing facilities. (before and after moving between working areas)</li> <li>Allow plenty of space (2 metres) between people waiting to enter / leave a room, and only 1 person allowed in the cleaning cupboard at a time.</li> <li>If accidental contact is made, wash your hands immediately and do not touch any surfaces until you have done so.</li> <li>Avoid entering any areas that are busy if possible (kitchens at lunchtime)</li> <li>Always wear gloves when touching surfaces.</li> <li>Use a clean cloth for each new area/office or cluster of desks</li> </ol>

	With Control Measures – Risk of Exposure from...	Likelihood	Severity	Risk
1	Other People Direct (Face to Face)	2	4	8
2	Personal hygiene	2	4	8
3	Entering / Leaving a room or cleaning cupboard	1	4	4
4	Touching other people	2	4	8
5	Areas with large numbers of people present	1	4	4
6	Touching possible infected surfaces	3	4	12
7	Contaminating other surfaces	2	4	8

RESIDUAL ASSESSMENT OF OVERALL RISK	LOW	<b>MEDIUM</b>	<b>6</b>	HIGH
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RISK RATING = SEVERITY x LIKELIHOOD - Re-Assessment Required if Overall Residual Risk is High		
Rating	SEVERITY of injury/disease	LIKELIHOOD of occurrence
15 -25 HIGH	Fatality; major injury or illness causing long term disability	Certain or near certain to occur
6 – 12 MEDIUM	Injury or illness causing short term disability	Reasonably likely to occur
1 – 4 LOW	Other injury or illness	Unlikely to occur

## Likelihood

		Very Unlikely	Unlikely	Possible	Likely	Very Likely
		1	2	3	4	5
Severity	Negligible	1	2	3	4	5
	Minor	2	4	6	8	10
	Moderate	3	6	9	12	15
	Major	4	8	12	16	20
	Extreme	5	10	15	20	25

### ADDITIONAL INFORMATION -

Check the following websites for updates

<https://www.gov.uk/coronavirus>

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

### Risk Assessment Circulation list (tick box)

Employees	✓	Management	✓	Contractors	
Other – Specify:	Sidekick Website				
Signature of responsible person:				Date:	
G. Massey				1st May 2020	
Assessor:	Gregg Massey	Review Frequency:	Monthly		
Date to re-assess:	1ST JUNE 2020	Signature & Date:	G.Massey		
Date Assessed:	1ST JULY 2020	Signature & Date:			
Date Assessed:	1ST AUG 2020	Signature & Date:			

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