IMPACT FOOD GROUP

COVID-19 RISK ASSESSMENT V1.0

BRAND: IMPACT Windlesham Prep School and Nursery

SITE: Windlesham Prep School and Nursery

1. SPECIFIC

1.1 SECTION 1

1.1.1 Area
Mitigation of the risk of Coronavirus infection in the catering environment

1.1.2 Activity / Equipment
Catering Operations

1.1.3 Assessor
Clare Hanna, IFG Group Health and Safety Manager

1.1.4 Date
14th November 2020

1.1.5 Hazards (add in any site specific hazards to the list below):
Current Government guidance is, wherever possible, for people to remain isolated at home to reduce the risk of
contracting and/or spreading Coronavirus.

Where it is necessary to continue working outside the home environment there is an increased risk of exposure
to the Coronavirus and possible development of COVID-19.

1.1.6 Who might be harmed
Catering staff, service users, teaching staff, contractors and other visitors to site.

1.1.7 If 'Other' please specify
Wider public through the increased potential to spread Coronavirus.

1.1.8 Initial Risk Assessment (with no controls in place):

	LIKELIHOOD				
SEVERITY	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
4	4	8	12	16	20
5	5	10	15	20	25

EVALUATION
LOW-GREEN For a risk rating of 6 or less no further action is required.
MEDIUM-YELLOW For a risk rating between 8 and 15 further actions are required to reduce the risk.
HIGH-RED For a risk rating of 16 the task or machine should not be used until the risk is reduced.

1.1.9 Severity 3

1.1.10 Probability 3

1.1.11 Risk Rating 9

1.1.12 Safe System of Work and Controls in Place (Add in any site specific controls to the list below):

1. No staff regarded as at increased risk as advised by current Government guidance will be allowed in the catering operation. Teaching staff not to enter catering areas.

2. No staff who are required by current Government guidance to maintain self or family isolation will be allowed in the catering operation.

3. All staff must be fully briefed on Covid-19 symptoms to assist the early identification of affected people. Transmission of Coronavirus before symptoms are evident is currently considered low risk.

4. The transmission of Coronavirus is mainly through respiratory droplets from coughing and sneezing, and through contact with contaminated surfaces. Sweat is also a contamination risk factor in the catering environment. Controls in place include:

4.1 Control of the temperature and air changes in the catering areas. To reduce staff sweating and reduce the risk of airborne contamination extract ventilation must be in good order and kitchen temperatures must be kept below a recommended temperature of 20oC where possible. Windows with fly screening in place to be opened to assist in this.

4.2 To reduce the risk of surface contamination there must be an increased frequency of the standard cleaning and sanitising procedures for hands and contact surfaces. Surfaces to be sanitised every 30 minutes and hands washed every 20 minutes as per guidance used and a record kept.

4.3 There must be a plentiful supply of staff uniforms and disposable aprons available in the catering areas.

5. As far as possible social distancing must be observed. Through:

5.1 Reduction of the number of staff to the minimum level required for the safe operation of catering.

5.2 Restriction of visitors to the catering areas to essential people only. Any essential visitors will be strictly managed to reduce unnecessary movement around the catering areas and to assist maintenance of social distancing from catering staff.

5.3 Provision of adequate changing areas to ensure outside clothing of each staff member is kept separate. Work uniforms must be available in the catering areas, staff will change on arrival to location and on departure.

6. Theappropriate use of personal protective equipment (PPE) will protect staff uniform from contamination in most circumstances. Uniforms and PPE used for standard food operations must be available at the point of use, it must be stored in a clean dry area, it must be single use, changed regularly or as required. Laundry arrangements and provisioning must be satisfactory to maintain adequate supplies.

7. Hand hygiene. Hand hygiene is essential to reduce the transmission of infection and is a critical element of normal catering operations. All staff and visitors must wash and sanitise their hands with hand soap and alcohol based hand sanitiser when entering and leaving the catering areas. Hand hygiene must be performed immediately before every activity or contact that potentially results in hands becoming contaminated, including the removal of personal protective equipment (PPE), use of equipment or interaction with Clients. Staff must be reminded of good hand washing technique and the proper procedure for use of wash hand basins. Glove use policy will remain as for standard food operations, current guidance does not recommend additional glove use for Coronavirus control.

8. Respiratory and cough hygiene – 'Catch it, bin it, kill it' all staff must be reminded of good respiratory hygiene measures:

8.1 Disposable, single-use tissues should be used to cover the nose and mouth when sneezing, coughing or wiping and blowing the nose. Used tissues should be disposed of promptly in the nearest waste bin.

8.2 Hands must be cleaned and sanitised after coughing, sneezing or using tissues.

8.3 Staff must be encouraged to keep hands away from the eyes, mouth and nose. The use of face masks in the catering environment is not currently recommended and will increase the frequency of hand to face contact.

9. Any staff who have had and recovered from COVID-19 must continue to follow infection control precautions.

10. Transport of food and infection controls at point of service.

10.1 Transport staff to ensure that they meet the signs of illness criteria above and declare if they have symptoms of Covid19.

10.2 Food to be transported fully covered to avoid contamination from transporters and in vehicles that are clean and sanitised.

10.3 As far as is reasonably practicable food to be transported by one person per vehicle only to ensure social distancing measures are observed. If this is not practicable the provision of face coverings to be worn during transport must be considered best practice.

10.4 On arrival at point of service all social distancing and hygiene rules set out above to be followed.

10.5 All equipment used to be cleaned and disinfected before return to the main preparation kitchen.

1.1.13 Any Further Actions Required
Keep a daily watch on updated Government guidance and review as necessary.

1.1.14 Final Risk Assessment (With Controls in place):

	LIKELIHOOD				
SEVERITY	1	2	3	4	5
1	1	2	3	4	5
2	2	4	6	8	10
3	3	6	9	12	15
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1.1.15 Severity 3

1.1.16 Probability 2

1.1.17 Risk Rating 6