

Rhythmworks Ltd – Teamwork training sessions following Covid 19 Pandemic: Risk Assessment Form.

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

Activity: Rhythmworks team-building workshop

Site: Any

People at Risk: All

Contact Person: Mark Alcock, Managing Director

Date: 01/07/2020

Review Date: 15/07/2020

A Risk Assessment has been carried out to facilitate the restarting of Rhythmworks teamwork training, whilst there is still a threat of contracting the corona virus and following government guidance.

This risk assessment should be read alongside the venue's own current Health & Safety guidelines.

This risk assessment has been broken down into the following areas.

1. Well-being
2. Cleaning
3. Event Set-up
4. Event
5. Hand Washing
6. Social Distancing
7. Wearing Gloves
8. RPE (masks)
9. Symptoms of Covid 19
10. Drivers & Deliveries

All Rhythmworks staff to have read and agree to risk assessment requirements.

Hazard	Who Might be Harmed	Controls Required	Additional Controls	Action Who	Action When	
		<u>Well-being</u> Manager to make judgement by phone on employees' current well-being if an				

Rhythmworks Ltd – Teamwork training sessions following Covid 19 Pandemic: Risk Assessment Form.
Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

		employee is found to be feeling unwell, they will be sent home and advised to follow the stay at home guidance. For more advise please see Symptoms of Covid-19 heading below.				
Spread of Covid-19 Coronavirus	Rhythmworks staff, and anyone who physically comes in contact with them	<u>Cleaning – prior to event</u> <ul style="list-style-type: none"> - All drum sticks to be scrubbed with soap and hot water before each workshop. - All drum rims to be cleaned with antiviral gel before each workshop. 	<p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>Posters, leaflets and other materials are available for display.</p> <p>https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19</p> <p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p>	Mark Alcock	Before workshop	
	<ul style="list-style-type: none"> - Participants - Venue staff - Rhythmworks staff - Vulnerable groups, Elderly, Pregnant workers, those with existing underlying health conditions - - Anyone else who 	<u>Set-up on the day of event</u> <ul style="list-style-type: none"> - Rhythmworks staff to wear washable gloves and observe social distancing when unloading vehicles of equipment - Main entrance door and internal doors to be mechanically held open to reduce spread through hand contact. - Drums to be spaced at least 2m apart. 				
			NB Venue will arrange refreshments in reception room according to their own			

Rhythmworks Ltd – Teamwork training sessions following Covid 19 Pandemic: Risk Assessment Form.

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

	physically comes in contact with	<p><u>The event</u></p> <ul style="list-style-type: none"> - Participants to gather in reception room for refreshments. - Participants will be given safety briefing: <ul style="list-style-type: none"> - Participants will be asked to wash their hands with soap and water before entering workshop room, and clean with sanitiser gel on leaving. - Participants to be given a pair of sticks that will remain with the user until the end of the workshop. - Participants will be asked not to move any drums. This will be done by Rhythmworks staff wearing gloves. 	safety procedures.			
		<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> - Gel sanitisers in all Rhythmworks vehicles. - Gel sanitiser dispensers to be placed at workshop room entrance - Stringent hand washing in venue toilets. - See hand-washing guidance. - https://www.nhs.uk/live-well/healthy-body/best-way-to-washyour-hands/ 	Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace. Encourage staff to report any problems and carry			

Rhythmworks Ltd – Teamwork training sessions following Covid 19 Pandemic: Risk Assessment Form.

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

		<ul style="list-style-type: none"> - Drying of hands with disposable paper towels. https://www.nursingtimes.net/news/research-andinnovation/paper-towels-much-more-effective-at-removingviruses-than-hand-dryers-17-04-2020/ - Gel sanitisers in any area where washing facilities not readily available 	<p>out skin checks as part of a skin surveillance programme https://www.nhs.gov.uk/working-with-us/hr-connect/occupational-health/skin-health-surveillance/#</p>			
		<p><u>Social Distancing</u></p> <ul style="list-style-type: none"> - Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency. https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing - Breakout rooms for refreshments - extra rooms to be used so as to preserve 2m gap between participants - Workshop room – drums arranged in such a way as to preserve 2m gap between participants - Ensuring sufficient rest breaks for participants - Serving of refreshments to comply with government hygiene recommendations. 	<p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus</p> <p>Posters, leaflets and other materials are available for display. https://www.gov.uk/government/publications/guidance-to-employers-andbusinesses-about-covid-19</p> <p>RW Staff and participants to be of the importance of social distancing during the workshop and in break times.</p> <p>Management checks to ensure this is adhered to.</p>			
		<p><u>Wearing of Gloves</u></p> <ul style="list-style-type: none"> - Where Risk Assessment identifies wearing of gloves as a requirement 	<p>All discarded cleaning materials to be bagged and binned at end of each working day.</p>			

Rhythmworks Ltd – Teamwork training sessions following Covid 19 Pandemic: Risk Assessment Form.

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

		<p>of the job, an adequate supply of these will be provided.</p> <ul style="list-style-type: none"> - Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. - Latex & work gloves will be positioned in key areas - i.e. in RW vehicles and in workshop room. 	<p>RW Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p>			
		<p><u>Wearing of masks</u></p> <ul style="list-style-type: none"> - Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings and public transport. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours 	<p>To minimise the risk of transmission of COVID-19 during face-fit testing the following additional measures should be carried out</p> <ul style="list-style-type: none"> – Both the fit tester and those being fit tested should wash their hands before and after the test. – Those being fit tested with non-disposable masks should clean the mask themselves before and immediately after the test using a suitable disinfectant cleaning wipe (check with manufacturer to avoid damaging the mask). – Test face pieces that cannot be adequately disinfected (e.g. disposable half masks) should not be used by more than one individual. – Fit testers should wear disposable gloves when undertaking cleaning of the tubes, hoods etc. and ensure 			

Rhythmworks Ltd – Teamwork training sessions following Covid 19 Pandemic: Risk Assessment Form.

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

			they remove gloves following the correct procedure (PDF) Reference https://www.hse.gov.uk/news/facemask-ppe-rpe-coronavirus.htm			
		<p><u>Symptoms of Covid 19</u></p> <ul style="list-style-type: none"> - If anyone becomes unwell with a new continuous cough or a high temperature during the workshop, they will be sent home and advised to follow the stay at home guidance. - If advised post-workshop that a member of RW staff or participant has developed Covid19, we will contact the venue and Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. https://www.publichealth.hscni.net/ 				
		<p><u>Drivers & Deliveries</u></p> <ul style="list-style-type: none"> - Procedures in place for Drivers to ensure adequate welfare facilities available during their work – Reference https://www.hse.gov.uk/news/drivers-transport-deliverycoronavirus.htm COVID-19-guidance on freight transport. - RW staff will not share vehicles or cabs, where suitable distancing cannot be achieved. - Frequently cleaning and disinfecting objects and surfaces that are touched regularly. 				