



## Workplace Risk Assessment

Ref: Gym

Directorate (Please tick)	People	Place	Position	Performance
	✓			
Department	Health & Recreation			
Activity to be Assessed:	Gym (Including COVID 19 Measures)			
Location:	South Lake Leisure Centre			
Date Completed:	22/10/2020			
Assessor(s):	Mark Wilson			
Signature Manager:				
Planned Review:	As Government or Council guidelines change			

### Risk Assessment Scale

Severity	1	Minor (e.g. grazes / minor cuts)	Likelihood	1	Unlikely will happen	Risk Rating	1	Lowest
	2	Serious (e.g. broken bones)		2	Likely may happen			↓
	3	Major (e.g. paralysis / death)		3	Very likely will happen		9	Greatest

### Risk Evaluation

Risk Rating	Action
1-2	Acceptable – No further action but ensure controls are maintained
3-4	Tolerable – Look to improve
6-9	Undesirable – Further control measures put in place to help reduce Risk Rating

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Failure to maintain social distancing guidelines during operation or movement of fitness equipment	Y		Y	<ul style="list-style-type: none"> <li>Two person lift when required when moving equipment.</li> <li>Existing PPE requirements remain in place with adequate stocks of disposable gloves.</li> <li>Employees requested to wear Face masks as a means of reassurance</li> <li>Where it is not possible to remain 2 meter's apart, staff work side by side, or facing away from each other if possible.</li> <li>Where face-to-face contact is essential, this is kept to 15 minutes or less wherever possible.</li> <li>Staff trained in manual handling techniques.</li> </ul>	3	1	3	Visors can be available to each member of staff
Personal Care & Sanitation	Y	Y		<ul style="list-style-type: none"> <li>All persons are advised not go to the Centre if they are experiencing any coronavirus (COVID-19) symptoms or any cold or flu-like symptoms in particular, a cough or a high temperature.</li> <li>Staff are informed that they must follow strong hygiene practices at every opportunity.</li> <li>If employee is in 'increased risk group' stringent social distancing measures are in place in line with government guidance.</li> <li>Signage in use to enforce/advise social distancing in line with current government guidance</li> <li>Employees/public and contractors told to stay at home if they have any symptoms in line with PHA guidance.</li> <li>Signage in place to reinforce messages</li> </ul>	3	1	3	

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Reducing person contact (social distancing)	Y	Y		<b>Reducing person contact (social distancing)</b> <ul style="list-style-type: none"> <li>Gym sessions to be booked and paid for online to reduce contact between reception staff and the public</li> <li>Gym sessions will be, allocated to time slots and must be booked prior to attending.</li> <li>Set maximum number of training slots per booking, number can increased or decreased as situation changes.</li> <li>Users will enter facility at booked timeslots and queue according to government social distancing guidelines</li> <li>Users of the Gym should be a minimum of 2m apart – signage in place to enforce social distancing</li> <li>Staff will ensure that all users maintain social distancing at all times</li> <li>Fitness Advisors will provide programmes or personal training adhering to social distancing</li> <li>The Gym will operate a one way system</li> <li>Spotting only allowed between two people from the same household</li> <li>No movement of equipment to different areas</li> <li>Gym users must come ready for activity</li> <li>Extra signage regarding social distancing will be in place around the free-weights area.</li> <li>Time limited session usage in place</li> <li>Allotted close down sessions throughout each day for staff to clean equipment</li> </ul>	3	1	3	
Lighting	Y	Y		<ul style="list-style-type: none"> <li>Adequate Lighting in throughout Gym</li> <li>Maintenance team contacted if any issues with lighting occurs.</li> </ul>	3	1	3	
Slip, Trips & Falls				<ul style="list-style-type: none"> <li>Trailing Leads avoided where necessary.</li> <li>Planned layout most suitable for the area.</li> <li>Spillages cleared up quickly.</li> <li>Floor type is adequate for activities.</li> </ul>	3	1	3	
Maximum users	Y	Y		<ul style="list-style-type: none"> <li>Set maximum of number of users per session in the fitness suite to allow distancing, but will be reviewed regularly and changed if required</li> </ul>	2	1	2	Online booking will prevent over crowding

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Hand and Respiratory Hygiene	Y	Y	Y	<ul style="list-style-type: none"> <li>Hand washing facilities with soap, water and drying facilities provided</li> <li>Handwashing advice to staff/public/contractors on washing hands for 20 seconds               <ul style="list-style-type: none"> <li>after visiting the toilet</li> <li>before handling food</li> <li>when visibly dirty</li> <li>after coughing or sneezing into your hands</li> <li>before smoking</li> </ul> </li> <li>Hand sanitising stations will be available on entry and exit of building for public use.</li> <li>Hand sanitiser available at reception and throughout facility</li> <li>Cleaning stations positioned and clearly sign posted around temp fitness suite for public to use to wipe down machines after use</li> <li>Hand washing technique</li> <li>Hand sanitiser station available in fitness suite</li> <li>Stocks checked weekly &amp; replenished as and when required</li> </ul>	3	1	3	
PPE	Y	Y	Y	<b>Personal Protective Equipment</b> <ul style="list-style-type: none"> <li>Existing PPE requirements remain in place and are adequate.</li> <li>Adequate stocks of disposable gloves as required</li> </ul>	3	1	3	
Equipment	Y	Y		<ul style="list-style-type: none"> <li>One way system</li> <li>Single use</li> <li>New installation of equipment</li> <li>Visual checks of equipment by staff will take place</li> <li>Customer to clean equipment after use</li> </ul>	3	1	3	
Toilets & changing room facilities	Y	Y		<ul style="list-style-type: none"> <li>Changing facilities available – but customers encouraged to come ready to train</li> <li>Shower facilities are not available</li> <li>Adhere to social distancing</li> <li>Signage in place to enforce social distancing</li> </ul>	3	1	3	
Water	Y	Y		<ul style="list-style-type: none"> <li>Water dispenser available to fill water bottles only</li> <li>Customers advised to bring their own drink for use when exercising</li> </ul>	3	1	3	

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Emergency Situation	Y	Y		<ul style="list-style-type: none"> <li>In an emergency, for example an accident or fire, people do not have to stay 2m apart if it would be unsafe.</li> <li>People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards including washing hands.</li> <li>Emergency Grab Bag to be brought to fire assembly point</li> </ul>	3	1	3	

## Workplace Risk Assessment

Ref:

<b>Directorate</b> (Please tick)	<b>People</b>	<b>Place</b>	<b>Position</b>	<b>Performance</b>
	✓			
<b>Department</b>	ABC			
<b>Activity to be Assessed:</b>	Reception & Admin Office & Kitchen & Staff Room			
<b>Location:</b>	South Lake Leisure Centre			
<b>Date Completed:</b>	22/10/20			
<b>Assessor(s):</b>	Mark Wilson			
<b>Signature Manager:</b>				
<b>Planned Review:</b>	As Government guidelines change			

### Risk Assessment Scale

Severity	1	Minor (e.g. grazes / minor cuts)	Likelihood	1	Unlikely will happen	Risk Rating	1	Lowest
	2	Serious (e.g. broken bones)		2	Likely may happen			↓
	3	Major (e.g. paralysis / death)		3	Very likely will happen		9	Greatest

### Risk Evaluation

Risk Rating	Action
<b>1-2</b>	<b>Acceptable</b> – No further action but ensure controls are maintained
<b>3-4</b>	<b>Tolerable</b> – Look to improve
<b>6-9</b>	<b>Undesirable</b> – Further control measures put in place to help reduce Risk Rating

DCC - Reception & Admin Office & Kitchen & Staff Room

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Spread of Coronavirus infection in the workplace	Y	N	Y	<ul style="list-style-type: none"> <li>Employees in 'increased risk' group sent home from work</li> <li>If employee is in 'increased risk group' is required then stringent social distancing measure in place in line with government guidance.</li> <li>Signage to enforce social distancing</li> <li>Employees/public and contractors told to stay at home if they have any symptoms in line with PHA guidance.</li> <li>Signage in place to reinforce messages on 1) symptoms and stay at home 2) hand washing and 3) catch it bin, kill it</li> </ul>	3	1	3	Contractors only allowed access if booked in advance and on provision of a safe working risk assessment
Coronavirus infection/spread of infections in: <b>Reception</b>	Y	Y	Y	<ul style="list-style-type: none"> <li>Keep to the right system in place –</li> <li>Signage on entrance and exit to enable social distancing</li> <li>Perspex screens in place at reception to reduce risk of infection from public visitors</li> <li>Hand sanitiser stations throughout facility with signage to encourage use on entry and exit of facility</li> <li>Floor markings to encourage social distancing</li> <li>Signage clearly displayed to help enforce social distancing</li> <li>Limited staff permitted behind reception desk.</li> <li>Staff travelling through another member of staffs work area should announce their intention to do so, this will allow members of staff to move to a safe distance</li> <li>All work stations/areas should be cleaned at the start and end of shift</li> <li>Any cleaning waste should be <b>double bagged</b> and disposed of normally</li> </ul>	3	1	3	

Coronavirus infection/spread of infections in: <b>Reception / Office Work stations</b>	Y			<ul style="list-style-type: none"> <li>• Workstation layouts will be designed to allow staff to maintain social distancing wherever possible to help staff keep to a 2m distance.</li> <li>• Workstations will be assigned to an individual member of staff and if possible not shared during the shift.</li> <li>• Where for any reason workstations cannot be assigned to an individual member of staff, they should be shared by the smallest possible number of people.</li> <li>• If it is not possible to keep workstations 2m apart then consideration will be given to whether that activity needs to continue for the business to operate.</li> <li>• Only where it is not possible to move workstations further apart, arranging people to work side by side or facing away from each other rather than face-to-face.</li> <li>• Only where it is not possible to move workstations further apart, using screens to separate people from each other should be considered</li> </ul>	3	1	3	
Coronavirus infection/spread of infections in: <b>Meetings/Training</b>	Y	Y	Y	<ul style="list-style-type: none"> <li>• Using remote working tools to limit in-person meetings/training.</li> <li>• To reduce transmission risks for face-to-face meetings/training the following actions will be put in place: <ul style="list-style-type: none"> <li>- Social distancing should be maintained in all times</li> <li>- Only absolutely necessary participants should attend</li> <li>- Avoiding transmission during, for example, avoiding sharing pens and other objects.</li> <li>- Providing hand sanitiser</li> <li>- Use well-ventilated rooms whenever possible.</li> <li>- Signage to help people maintain social distancing.</li> </ul> </li> </ul>	3	1	3	



Coronavirus infection/spread of infections in:  <b>Kitchen &amp; staff belongings</b>	Y	N	Y	<ul style="list-style-type: none"> <li>Using signs and posters to build awareness of good handwashing technique, the need to increase handwashing frequency, avoid touching your face and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available.</li> <li>Providing regular reminders and signage to maintain personal hygiene standards.</li> <li>Providing hand sanitiser in multiple locations</li> <li>Setting clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved as much as possible.</li> <li>Provision of more waste facilities and more frequent rubbish collection.</li> <li>Provision of hand drying facilities – such as paper towels</li> <li>Staff encouraged to bring ready-made food to eliminate the need to spend time preparing &amp; cooking food in the kitchen.</li> <li>Reconfiguring seating and tables to maintain spacing and reduce face-to-face interactions</li> <li>Regulating use of locker rooms, changing areas and other facility areas to reduce concurrent usage.</li> <li>Staff are encouraged not to bring in personal item/bags and clothing and to arrive to work in uniform.</li> <li>Awareness and focus on the importance of mental health at times of uncertainty.</li> </ul>	3	1	3	
Coronavirus infection/spread of infections in: <b>Emergency</b>	Y	Y	Y	<ul style="list-style-type: none"> <li>In an emergency, for example an accident or fire, people do not have to stay 2m apart if it would be unsafe.</li> <li>People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards including washing hands.</li> <li>Emergency Grab Bag to be brought to fire assembly point</li> <li>First aid procedure in place</li> </ul>	3	1	3	
Coronavirus infection/spread of infections in: <b>Hand and Respiratory Hygiene</b>	Y	Y	Y	<ul style="list-style-type: none"> <li>Hand washing facilities with soap, water and drying provided in building</li> <li>Handwashing advice given to all staff and visitors on entry through COVID 19 posters</li> <li>Advice given on washing hands for 20 seconds: <ul style="list-style-type: none"> <li>After toilet use</li> <li>Before handling food</li> <li>When visibly dirty</li> <li>After coughing or sneezing into your hands</li> <li>Before smoking</li> </ul> </li> <li>Sanitising gel provided throughout building</li> <li>Posters displayed throughout building</li> </ul>	3	1	3	
Toilets & changing room facilities	Y	Y		<ul style="list-style-type: none"> <li>Staff are encouraged to come to work in uniform</li> <li>Adhere to social distancing</li> <li>Signage in place to enforce social distancing</li> </ul>	3	1	3	

## Workplace Risk Assessment

Ref: First Aid during COVID 19


Directorate (Please tick)	People	Place	Position	Performance
	✓			
Department	Health & Recreation			
Activity to be Assessed:	First Aid (During COVID 19)			
Location:	South Lake Leisure Centre			
Date Completed:	22/10/20			
Assessor(s):	Mark Wilson			
Signature Manager:				
Planned Review:				

### Risk Assessment Scale

Severity	1	Minor (e.g. grazes / minor cuts)	Likelihood	1	Unlikely will happen	Risk Rating	1	Lowest
	2	Serious (e.g. broken bones)		2	Likely may happen			↓
	3	Major (e.g. paralysis / death)		3	Very likely will happen		9	Greatest

### Risk Evaluation

Risk Rating	Action
1-2	Acceptable – No further action but ensure controls are maintained
3-4	Tolerable – Look to improve
6-9	Undesirable – Further control measures put in place to help reduce Risk Rating

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Insufficient or expired first aid stock risks First aid not being available or in suitable condition	Y	Y	Y	<ul style="list-style-type: none"> <li>First aid equipment is checked and recorded to ensure kits are suitably stocked and in date prior to opening</li> </ul>	3	1	3	
Cross infection between injured person and first aider during first aid	Y	Y	Y	<ul style="list-style-type: none"> <li>In circumstances where a first aider is required to treat a casualty on the premises, the first aider welfare and PPE procedure must be followed before attending to the casualty</li> <li>Refresher training to be undertaken wearing PPE to give first aiders relevant practice</li> <li>Where a casualty is conscious, ask them to fit or if they are unable to do this themselves, fit for them a face mask</li> <li>Carry out your normal first aid treatment in line with the training provided on first aid course</li> <li>Cardiac arrest is identified if a person is unresponsive and not breathing normally</li> <li>Responsiveness must be assessed by shouting</li> <li>When assessing breathing look for normal breathing in order to minimise the risk of infection, do not open the airway and do not place face next to the victims mouth/nose</li> <li>Ensure that a call to the emergency services has been initiated</li> <li>To reduce the risk of airborne spread of the virus during chest compressions place a face shield on patient or cloth/towel over the persons mouth and nose before performing chest compression only CPR and defibrillation</li> <li>Continue with CPR until relieved by another member of staff or by the attending emergency services</li> </ul>	3	1	3	<p>Additional equipment to provide</p> <p>Face masks /face visor</p> <p>Hand sanitiser placed in first aid kit</p> <p>Apron/gown</p> <p>First aid should be competent to use the PPE provided</p> 

Cross infection between injured child and first aider	Y	Y	Y	<ul style="list-style-type: none"> <li>Resuscitation Council UK Statement on COVID-19 in relation to CPR and resuscitation in first aid and community settings is followed.</li> <li>After providing CPR, all staff involved in the treatment MUST, as soon as possible, wash their hands thoroughly with soap and water or disinfect their hands with an alcohol-based hand-gel.</li> <li>Duty Manager or other senior person on site to contact the HR Department to speak with the NHS personnel to enquire about screening after having been in contact with a person with suspected or confirmed COVID-19.</li> </ul>	3	1	3	
Poor personal hygiene leads to infection	Y	Y	Y	<p>Irrespective of whether in a first aid environment or not, in line with current HMG guidelines, all staff are required to:</p> <ul style="list-style-type: none"> <li>Wash hands more often than usual, for 20 seconds using soap and hot water, particularly after coughing, sneezing and blowing your nose, or after being in public areas where other people are doing so.</li> <li>When working in areas where there may be no immediately accessible hand washing facilities, staff must use hand sanitiser instead on a regular basis.</li> <li>To reduce the spread of germs when staff cough or sneeze, they cover their mouth and nose with a tissue, or your sleeve (not hands) immediately afterwards, staff wash your hands or use a hand sanitising gel.</li> <li>Disposal bins have been installed in all areas.</li> </ul>	3	1	3	
Post first aid treatment cross infection	Y	Y	Y	<ul style="list-style-type: none"> <li>Post first aid procedures are followed</li> <li>Contaminated waste procedures are followed</li> <li>Face masks used by staff and casualties are disposed of</li> <li>Face shield, all surfaces including the first aid kit are sanitized</li> <li>First aid kits are restocked with new equipment including masks and shields</li> <li>Incidents reports are completed and sent to Health and safety officer</li> <li>Thoroughly wash hands once the procedures are complete</li> <li>All equipment and surfaces are to be thoroughly cleaned at the close of each day</li> </ul>	3	1	3	<p>After providing first aid or CPR all staff involved in the treatment MUST as soon as possible wash their hands thoroughly with soap and water or disinfect their hands with an alcohol based hand gel</p> <p>The Duty officer to contact HR Department to speak with NHS personnel to enquire about screening after having been in contact with a person with suspected or confirmed COVID -19</p>



## Workplace Risk Assessment

Ref: SLLC Pre-Sales Tours

Directorate (Please tick)	People	Place	Position	Performance
	✓			
Department	Health & Recreation			
Activity to be Assessed:	Touring Customers in new SLLC (Including COVID 19 Measures)			
Location:	South Lake Leisure Centre			
Date Completed:	11/9/2020			
Assessor(s):	Paul Coleman Mark Wilson – revised 22/10/20			
Signature Manager:				
Planned Review:	November 2020 or as Government or Council guidelines change			

### Risk Assessment Scale

Severity	1	Minor (e.g. grazes / minor cuts)	Likelihood	1	Unlikely will happen	Risk Rating	1	Lowest
	2	Serious (e.g. broken bones)		2	Likely may happen			↓
	3	Major (e.g. paralysis / death)		3	Very likely will happen		9	Greatest

### Risk Evaluation

Risk Rating	Action
1-2	Acceptable – No further action but ensure controls are maintained
3-4	Tolerable – Look to improve
6-9	Undesirable – Further control measures put in place to help reduce Risk Rating

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Failure to maintain social distancing guidelines whilst touring building	Y	Y	Y	<ul style="list-style-type: none"> <li>Booked customers only, capacity controlled</li> <li>Sign in / out procedure in place</li> <li>Hand sanitizer stations around building</li> <li>Walk on the right throughout building</li> <li>Staff aware / trained in COVID measures</li> <li>Face covering available,</li> <li>Preference for public to use own devices to join membership. If ABC tablets used it is for sole use only and be sanitized after each use.</li> <li>Pre tour briefing given to each member of public</li> </ul>	3	1	3	<p>Face coverings available to each member of staff</p> <p>Disposable pens at reception</p>
Person to person transmission	Y	Y		<ul style="list-style-type: none"> <li>All persons are advised not go to the Centre if they are experiencing any coronavirus (COVID-19) symptoms or any cold or flu-like symptoms in particular, a cough or a high temperature.</li> <li>Staff are informed that they must follow strong hygiene practices at every opportunity.</li> <li>If employee is in 'increased risk group' stringent social distancing measures are in place in line with government guidance.</li> <li>Signage in use to enforce social distancing</li> <li>Employees/public and contractors told to stay at home if they have any symptoms in line with PHA guidance.</li> <li>Additional cleaning scheduled for high contact areas such as push buttons for door, reception and any doors that are not automatic.</li> </ul>	3	1	3	
Reducing person contact (social distancing)	Y	Y		<p><b>Reducing person contact (social distancing)</b></p> <ul style="list-style-type: none"> <li>Customers asked to meet in foyer area, where social distancing is easier to maintain.</li> <li>Direct customer to reception area to sign in, sign in sheet at end of reception and 2 metres away from employee.</li> <li>Whilst touring building employees to be aware of social distancing and use the automatic door controls where applicable.</li> </ul>	3	1	3	<p>Perspex to be added behind reception</p> <p>Main doors to be set on Automatic</p> <p>Were possible doors throughout building remain open or on automatic setting</p>

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Staff protection from Covid	Y			<ul style="list-style-type: none"> <li>Staff advised to maintain social distance</li> <li>Adequate stocks of disposable gloves provided</li> <li>Employees requested to wear face coverings</li> <li>Disinfectant wipes provided</li> <li>Hand sanitiser supplied to staff</li> <li>Covid 19 memos issued to staff</li> <li>Covid risk assessment shared with staff</li> </ul>	3	1	3	Ensure all staff are issued the Covid risk assessment
Numbers per tour	Y	Y		<ul style="list-style-type: none"> <li>Maximum of 1 customer per tour guide</li> </ul>	2	1	2	
Contractors		Y		<ul style="list-style-type: none"> <li>Contractors will still be on site, customers to be directed to avoid any areas where work is taking place or tools / equipment left out.</li> </ul>	3	1	3	
Hand and Respiratory Hygiene	Y	Y	Y	<ul style="list-style-type: none"> <li>Hand washing facilities with soap, water and drying facilities provided</li> <li>Handwashing advice to staff/public/contractors on washing hands for 20 seconds <ul style="list-style-type: none"> <li>after visiting the toilet</li> <li>before handling food</li> <li>when visibly dirty</li> <li>after coughing or sneezing into your hands</li> <li>before smoking</li> </ul> </li> <li>Hand sanitising stations throughout building</li> <li>Covid-19 hand washing posters displayed in toilets</li> </ul>	3	1	3	
Toilets & changing room facilities	Y	Y		<ul style="list-style-type: none"> <li>Adhere to social distancing</li> <li>Signage in place to enforce social distancing and hand washing</li> <li>Hot water , soap and hand dryer provided</li> <li>Restricted numbers in toilets</li> </ul>	3	1	3	
Emergency Situation	Y	Y		<ul style="list-style-type: none"> <li>In an emergency, for example an accident or fire, people do not have to stay 2m apart if it would be unsafe.</li> <li>People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards including washing hands.</li> </ul>	3	1	3	

## Workplace Risk Assessment

Ref: Swimming Pool

<b>Directorate</b> (Please tick)	<b>People</b>	<b>Place</b>	<b>Position</b>	<b>Performance</b>
	✓			
<b>Department</b>	Health & Recreation			
<b>Activity to be Assessed:</b>	Swimming Pool (Including COVID 19 Measures)			
<b>Location:</b>	South Lake Leisure Centre			
<b>Date Completed:</b>	28/09/20			
<b>Assessor(s):</b>	Mark Wilson Jennifer Martin(H&S)- reviewed 30/09/20 Mark Wilson – reviewed 22/10/20			
<b>Signature Manager:</b>				
<b>Planned Review:</b>	As Government or Council guidelines change			

### Risk Assessment Scale

Severity	1	Minor (e.g. grazes / minor cuts)	Likelihood	1	Unlikely will happen	Risk Rating	1	Lowest
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	Employees	Public	Contractors		Severity	Likelihood	Risk	
Person to person transmission	Y	Y	Y	<ul style="list-style-type: none"> <li>All persons are advised not go to the Centre if they are experiencing any coronavirus (COVID-19) symptoms or any cold or flu-like symptoms in particular, a cough or a high temperature.</li> <li>Staff are informed that they must follow strong hygiene practices at every opportunity.</li> <li>If an employee is in the 'increased risk group' stringent social distancing measures are in place in line with government guidance.</li> <li>Signage is in use to enforce social distancing</li> <li>Employees/public and contractors told to stay at home if they have any symptoms in line with PHA guidance.</li> <li>Risk assessments requested for all clubs and non council swim classes</li> </ul>	3	1	3	Check risk assessments of clubs and non council swim classes

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Social distancing	Y	Y	Y	<p><b>Reducing person contact – RECEPTION</b></p> <ul style="list-style-type: none"> <li>Perspex screens in place at reception areas to reduce risk of infection from public visitors</li> <li>Credit card machines placed in front of Perspex and contactless payments encouraged</li> <li>Signage in place to enforce distancing around reception desk</li> <li>Pool sessions can be booked and paid for online to reduce contact between reception staff and the public</li> <li>Pool sessions will be, allocated to time slots and must be booked prior to attending.</li> <li>Set maximum number of places per lane slots as per UK guidelines – number can increased or decreased as situation changes.</li> <li>Users will enter pool at booked timeslots and queue according to government social distancing guidelines</li> </ul> <p><b>Reducing person contact – Changing Rooms</b></p> <ul style="list-style-type: none"> <li>Swimmers must arrive 'Beach Ready'</li> <li>Showers not available, swimmers advised at booking stage to shower at home prior to arriving</li> <li>15min time restrictions in changing areas post swim</li> <li>Hand sanitizer at entrance to changing rooms and toilets</li> <li>Signage to enforce social distancing</li> <li>One way system in changing area</li> </ul> <p><b>Reducing person contact – Pool</b></p> <ul style="list-style-type: none"> <li>Swimming with direction/pace signage to enforce social distancing</li> <li>Staff will ensure that all users maintain social distancing at all times and may request lane change based on swimmers pace</li> <li>Sharing of equipment only allowed between two people from the same household</li> <li>Signage to enforce social distancing</li> </ul>	3	1	3	Online advice given at booking stage

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Lifeguard Supervision	Y	Y		<ul style="list-style-type: none"> <li>Lifeguards not to hold rescue equipment unless to perform a rescue. Equipment used, should be removed for cleaning.</li> <li>High chairs to be cleaned after each user</li> <li>Lifeguard to wear PPE (in line with RLSS guidance) when performing close casualty rescue</li> <li>Control lane swimmers to ensure social distancing is maintained</li> <li>Lifeguards to maintain social distancing (were possible) when performing early intervention</li> </ul>	3	1	3	<p>Covid-19 Lifeguard Training provided prior to reopening.</p> <p>Monthly ongoing training provided</p>
Pool Contamination	Y	Y		<ul style="list-style-type: none"> <li>As per normal operational practices</li> <li>Lifeguards to clear pool immediately</li> </ul>	3	1	3	
Social distancing-pool users	Y	Y	Y	<ul style="list-style-type: none"> <li>Maximum of 6 users per 25m lane for public swimming to allow distancing, increased to 8 for club swimmers</li> <li>Maximum of 12 users per 50m lane for public swimming to allow distancing increased to 16 for club swimmers</li> <li>Maximum of 5 users per 20m lane for public swimming and club swimmers to allow distancing</li> </ul>	2	1	2	

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
COSHH – Covid Cleaning	Y	Y	Y	<ul style="list-style-type: none"> <li>Cleaning products will meet <b>BS EN 14476</b> (tested against viruses)</li> <li>Employees trained on the use of products and COSHH assessment provided to staff</li> <li>Employees are familiar with processes &amp; procedures for cleaning.</li> <li>Employees advised to maintain social distancing when cleaning and to avoid creating splashes and spray when cleaning.</li> <li>Existing PPE requirements remain in place</li> <li>Adequate stocks of disposable gloves as required</li> <li>Visor and disposable aprons available for heavy contamination</li> <li>Adequate supply of cleaning produces kept in cleaning store.</li> <li>Cleaning equipment is cleaned after use and kept in a clean condition.</li> <li>Shift Leads and Duty Managers monitor cleaning regimes.</li> </ul>	2	2	4	Refresher training as required
Cleaning of Pool Areas				<ul style="list-style-type: none"> <li>An electrostatic sprayer to be used at end of each day in changing rooms &amp; viewing gallery's and if required once during day to provide rapid &amp; effective decontamination.</li> <li>Area cleaned throughout day by staff on an ongoing basis</li> <li>Pool surrounds cleaned daily but increased if high usage</li> </ul>	2	2	4	

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Hand and Respiratory Hygiene	Y	Y	Y	<ul style="list-style-type: none"> <li>Door kept open when possible</li> <li>Hand washing facilities with foam soap, water and drying facilities provided</li> <li>Handwashing advice to staff/public/contractors on washing hands for 20 seconds               <ul style="list-style-type: none"> <li>after visiting the toilet</li> <li>before handling food</li> <li>when visibly dirty</li> <li>after coughing or sneezing into your hands</li> <li>before smoking</li> </ul> </li> <li>Hand sanitizing stations will be available on entry, exit and throughout building for public &amp; staff use.</li> <li>Stocks checked weekly &amp; replenished as and when required</li> <li>Wash your hands Covid 19 posters in toilets</li> </ul>	3	1	3	
Staff protection from Covid	Y			<ul style="list-style-type: none"> <li>Staff advised to maintain social distance</li> <li>Adequate stocks of disposable gloves provided</li> <li>Employees requested to wear face coverings when in public areas or around other staff, but not required to wear on poolside due to heat. Unless in an emergency situation</li> <li>Disinfectant wipes provided</li> <li>Hand sanitiser supplied to staff</li> <li>Covid 19 memos issued to staff</li> <li>Covid risk assessment shared with staff</li> </ul>	3	1	3	<i>Covid Risk Assessment Training online for staff to complete</i>
Pool Equipment	Y	Y		<ul style="list-style-type: none"> <li>No equipment to be leant out</li> <li>Restricted use of Diving Blocks</li> </ul>	3	1	3	
Toilets facilities	Y	Y	Y	<ul style="list-style-type: none"> <li>Adhere to social distancing</li> <li>Signage in place to enforce social distancing and hand washing</li> <li>Hot water, soap and hand dryer provided</li> </ul>	3	1	3	
Use of water fountain	Y	Y	Y	<ul style="list-style-type: none"> <li>Water dispenser available for bottle refills only</li> <li>Customers advised to bring their own drink for use when exercising and to be kept at end of their lane</li> </ul>	3	1	3	

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT S X L = R			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Emergency Situation	Y	Y	Y	<ul style="list-style-type: none"> <li>In an emergency, for example an accident or fire, people do not have to stay 2m apart if it would be unsafe. People involved in the provision of assistance to others should pay particular attention to sanitation measures immediately afterwards including washing hands.</li> <li>First aid trained staff provided with face shields for CPR during Covid 19</li> </ul>	3	1	3	

## Workplace Risk Assessment

Ref:

<b>Directorate</b> (Please tick)	<b>People</b>	<b>Place</b>	<b>Position</b>	<b>Performance</b>
	✓			
<b>Department</b>	Health & Recreation			
<b>Activity to be Assessed:</b>	Cleaning – During COVID 19 Pandemic (in addition to existing Cleaning RA)			
<b>Location:</b>	South Lake Leisure Centre			
<b>Date Completed:</b>	22/10/20			
<b>Assessor(s):</b>	Mark Wilson			
<b>Signature Manager:</b>				
<b>Planned Review:</b>				

### Risk Assessment Scale

Severity	1	Minor (e.g. grazes / minor cuts)	Likelihood	1	Unlikely will happen	Risk Rating	1	Lowest
	2	Serious (e.g. broken bones)		2	Likely may happen			↓
	3	Major (e.g. paralysis / death)		3	Very likely will happen		9	Greatest

### Risk Evaluation

Risk Rating	Action
<b>1-2</b>	<b>Acceptable</b> – No further action but ensure controls are maintained
<b>3-4</b>	<b>Tolerable</b> – Look to improve
<b>6-9</b>	<b>Undesirable</b> – Further control measures put in place to help reduce Risk Rating

HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT <b>S X L = R</b>			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Spread of Coronavirus infection				<ul style="list-style-type: none"> <li>Employees in 'increased risk' group sent home from work</li> <li>If employee is in 'increased risk group' is required then stringent social distancing measure in place in line with government guidance.</li> <li>Signage and floor markings to enforce social distancing</li> <li>Employees/public and contractors told to stay at home if they have any symptoms in line with PHA guidance.</li> <li>Signage in place to reinforce messages on 1) symptoms and stay at home 2) hand washing and 3) catch it bin, kill it</li> <li>Hand washing facilities available with soap and hot running water.</li> <li>Stringent hand washing by staff.</li> <li>Adequate waste receptacles in place &amp; emptied regularly.</li> <li>Duty Managers and leisure staff MUST ensure that staff and users adhere to the requirements to wash hands before and after activities</li> <li>Replacement / removal of porous materials i.e. fabric chairs</li> <li>Clearing workspaces and removing waste and belongings from the work area at the end of a shift.</li> </ul>	3	1	3	
Use of Cleaning Products				<ul style="list-style-type: none"> <li>Cleaning products will meet <b>BS EN 14476</b> (tested against viruses)</li> <li>Employees trained on the use of products and COSHH assessments available.</li> <li>Employees are familiar with processes &amp; procedures for cleaning.</li> <li>Employees advised to avoid creating splashes and spray when cleaning.</li> <li>Existing PPE requirements remain in place</li> <li>Adequate stocks of disposable gloves as required</li> <li>Additional PPE such as a Visor can be made available on request.</li> <li>Adequate supply of cleaning products kept in cleaning store.</li> <li>Cleaning equipment is cleaned after use and kept in a clean condition.</li> <li>Supervisors and Duty Managers monitor cleaning regimes.</li> </ul>	3	1	3	
Cleaning class equipment				<ul style="list-style-type: none"> <li>Activity areas are sanitized after every class</li> <li>Equipment used for activities (mats, kettle bells, spin bikes etc) are sanitized after every class</li> <li>Centre programme' s are adjusted to permit cleaning time between classes.</li> </ul>	3	1	3	



HAZARD(S)	WHO MIGHT BE HARMED			CONTROL MEASURES IN PLACE	RISK ASSESSMENT <b>S X L = R</b>			ADDITIONAL CONTROL MEASURES REQUIRED
	Employees	Public	Contractors		Severity	Likelihood	Risk	
Frequently Touched Areas				<ul style="list-style-type: none"> <li>Normal thorough cleaning regime in place with particular attention given to high frequency contact points i.e. towel or toilet roll dispensers, taps, sinks, door handles, toilet handles, waste bins, hand driers, grab rails</li> <li>Doors propped open to reduce the need to touch door handles etc.</li> </ul>	3	1	3	In the healthcare setting 'frequently touched' surfaces such as medical equipment, door/toilet handles and locker tops, patient call bells, over bed tables and bed rails should be <b>cleaned at least twice daily and when known</b> to be contaminated with secretions, excretions or body fluids. For public toilets normal frequency should be sufficient.

ACTION PLAN				
HAZARD	ADDITIONAL CONTROLS	ACTION BY WHO	ACTION BY WHEN	DATE COMPLETE

RISK ASSESSMENT SIGNATURE(S)		
NAME	SIGNATURE	DATE











### References

- COVID-19: cleaning in non-healthcare settings: Updated 15 May 2020
- <https://www.food.gov.uk/safety-hygiene/cleaning>
- Guidance: Glossary of terms: Updated 21 May 2020










### Terms

- **Cleaning:** refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone **does not kill germs**.
- **Disinfectants:** Disinfectants kill bacteria. They should be used on a visibly clean surface. They do not work effectively if the surface is covered in grease or visible dirt. It is important that you follow the specified contact times for the products to be effective. This will normally be 1 -5 mins
- **Detergents:** Detergents clean the surface and remove grease, but **they do not kill bacteria**.
- **Sanitisers:** Sanitisers can be used to clean and disinfect as part of a two-stage approach. First use the sanitiser to clean the surface if heavily soiled. You should then re-apply the sanitiser to the visibly clean surface and leave for the required time. This will disinfect the surface.
- **Frequently touched surfaces:** Surfaces of the environment which are commonly touched or come into contact with human hands

# COSHH ASSESSMENT

<b>Product Ref 38</b>				<b>Date of Assessment 26<sup>th</sup> June 2020</b>			
				<b>Common Name Debac</b>			
<b>Manufacturer</b> Zep Chemicals							
<b>Type of Substance</b>	<b>Liquid</b>	<b>X</b>		<b>Size of Container</b>	<b>&lt; 1 Litre / Kg</b>		<b>X</b>
	<b>Gas</b>				<b>1 – 5 Litre / Kg</b>		
	<b>Vapour</b>				<b>6 – 10 Litre / Kg</b>		
	<b>Solid</b>				<b>10 – 25 Litre / Kg</b>		
	<b>Other</b>				<b>&gt; 25 Litres / Kg</b>		
<b>Hazard Symbols on Container</b>	 Highly Flammable or Extremely Flammable	 Dangerous for the Environment	 Explosive	 Gas Pressure	 Health hazard	 Corrosive	 Irritant
		<b>X</b>				<b>X</b>	
	 Oxidizing	 Toxic or Very Toxic	 No GHS				
<b>Possible Entry Route</b> (Tick all that apply)	<b>Inhaled</b>	<b>Ingested</b>	<b>Absorbed by skin</b>	<b>Eyes</b>	<b>Other (Please Specify)</b>		
	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>			
<b>Are Alternative Substances Available</b>		<b>Yes</b> <b>X</b>	<b>No</b> <input type="checkbox"/>	Possible alternatives and reason for not using? Product in stock and meets requirements			
<b>Quantity of substance Used each time</b> 8lt spray uses 80ml of Debac  1lt Spray bottle will use 1ml of Debac		<b>Frequency and Duration of task</b> Daily allowance of four occasions at ten to fifteen minutes duration on each occasion		<b>Ingredients</b>		<b>WEL</b>	
				alcohol C13-iso, ethoxylated 5-10%		Short 40ppm Long 20ppm	
				didecyldimethylammonium chloride 2.5 -5%		Short 400ppm Long 500ppm	
				Alanine, N,N-bis(carboxymethyl-), trisodiumsalt 1-2.5%		Short 85mg/KG day Long 17mg/KG day	
<b>Where is the substance used (Location)</b> All areas							
<b>What is the substance used for</b> Sanitizing of surfaces and equipment							
<b>How substance is used:</b> mixed with water and applied by spray bottle or garden sprayer to sanitize surfaces and equipment 15-120mins contact time required							
<b>Is the Substance mixed with other Chemicals / Materials</b>		<b>Yes</b> <b>X</b>	<b>No</b>	<b>If yes please state chemicals / other considerations</b> 1 Part Debac to 100 parts water (Hot or Cold)			
<b>Identify Persons who may be directly affected by exposure:</b> Staff				<b>Persons indirectly exposed.</b> Persons using area / equipment during & after cleaning.			

# COSHH ASSESSMENT











<b>Possible health affects</b> <i>(inc R Phrase if Known)</i>						
H290	May be corrosive to metals.	H314	Causes severe skin burns and eye damage.			
H301	Toxic if swallowed.	H318	Causes serious eye damage.			
H302	Harmful if swallowed.	H400	Very toxic to aquatic life.			
H411	Toxic to aquatic life with long lasting effects.					
<b>Control Measures (Tick all that Apply)</b>						
<b>Storage Precautions</b>	<b>Locked Cupboard / Van</b> X	<b>Bunded Store</b>	<b>Sign out sheet</b>			
<b>Fire Fighting Equipment</b>	<b>Water</b> X	<b>CO<sub>2</sub></b> X	<b>Powder</b> X			
<b>Other</b>						
<b>General Precautions</b>	<b>Wash hands before / after use</b> X	<b>Well Ventilated Area</b>	<b>Local Exhaust Ventilation</b>			
			<b>Suitable / Approved PPE</b> X			
<b>Other (Please Specify)</b>						
<b>Mandatory Personal Protective Equipment (PPE)</b>  (Tick all that Apply)	<b>Gloves</b>  X	<b>Goggles</b> 	<b>Visor</b> 	<b>Safety Boots</b> 	<b>Overalls</b> 	<b>Jacket</b> 
	<b>Dust Mask</b> 	<b>Respirator</b> 	<b>Eye Glasses</b>  X			
<b>Additional / Special precautions</b>	Please wear Disposable Apron while using this product while completing Covid Cleaning duties					
<b>First Aid Arrangements</b>	<b>General</b>	Immediately remove any clothing soiled by the product.				
	<b>Eyes</b>	Rinse opened eye for several minutes under running water. Then consult a doctor.				
	<b>Skin</b>	If skin irritation continues, consult a doctor. Immediately wash with water and soap and rinse thoroughly.				
	<b>Ingestion</b>	If symptoms persist consult doctor.				
	<b>Inhalation</b>	Supply fresh air; consult doctor in case of complaints.				
<b>Spillage</b>	Methods and material for containment and cleaning up: Absorb with liquid-binding material (sand, diatomite, universal binders). Use neutralising agent. Dispose contaminated material as waste according to below.					
<b>Disposal</b>	Must not be disposed together with household garbage. Do not allow product to reach sewage system. Disposal must be made according to official regulations					

# COSHH ASSESSMENT










Overall Risk Rating:	<b>LOW</b>	MEDIUM	HIGH	
<b>ACTION REQUIRED</b>	<b>BY WHOM</b>		<b>BY WHEN</b>	<b>COMPLETED</b>
Date for Next Assessment: 26 <sup>th</sup> June 2020		Signature of Assessor: Paul Rooney		

**N.B. Attach copies of all relevant material safety data sheets.**

# COSHH ASSESSMENT

<b>Product Ref:</b>				<b>Date of Assessment:</b> 6 <sup>th</sup> July 2020																			
<b>Manufacturer:</b> Evans Vanodine International				<b>Common Name:</b> Safe Zone Plus																			
<b>Type of Substance</b>	<b>Liquid</b>	<b>X</b>		<b>Size of Container</b>	<b>&lt; 1 Litre / Kg</b>		<b>X</b>																
	<b>Gas</b>				<b>1 – 5 Litre / Kg</b>		<b>X</b>																
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	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>																			
<b>Are Alternative Substances Available</b>		<b>Yes</b> <b>X</b>	<b>No</b> <input type="checkbox"/>	Possible alternatives and reason for not using? Product in stock and meets requirements																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Quantity of substance Used each time</th> <th style="width: 25%;">Frequency and Duration of task</th> <th style="width: 40%;">Ingredients</th> <th style="width: 10%;">WEL</th> </tr> </thead> <tbody> <tr> <td rowspan="5" style="vertical-align: top; padding: 5px;">Spray bottle will use 1ml</td> <td rowspan="5" style="vertical-align: top; padding: 5px;">Daily allowance of four occasions at ten to fifteen minutes duration on each occasion</td> <td style="padding: 5px;">DIDECYL DIMETHYL AMMONIUM CHLORIDE 0.1-1%</td> <td style="padding: 5px;">Short Long</td> </tr> <tr> <td style="padding: 5px;">2-AMINOETHANOL 0.1-1%</td> <td style="padding: 5px;">Short 15mins – 3ppm 7.6mg/m3 Long 8hrs – 1ppm 2.5 mg/m3</td> </tr> <tr> <td style="padding: 5px;">POTASSIUM CARBONATE 0.1-1%</td> <td style="padding: 5px;">Short Long</td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;"></td> </tr> </tbody> </table>								Quantity of substance Used each time	Frequency and Duration of task	Ingredients	WEL	Spray bottle will use 1ml	Daily allowance of four occasions at ten to fifteen minutes duration on each occasion	DIDECYL DIMETHYL AMMONIUM CHLORIDE 0.1-1%	Short Long	2-AMINOETHANOL 0.1-1%	Short 15mins – 3ppm 7.6mg/m3 Long 8hrs – 1ppm 2.5 mg/m3	POTASSIUM CARBONATE 0.1-1%	Short Long				
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<b>Is the Substance mixed with other Chemicals / Materials</b>	<b>Yes</b> <b>X</b>	<b>No</b>	<b>If yes please state chemicals / other considerations</b> 1 Part to 100 parts water (Hot or Cold)																				
<b>Identify Persons who may be directly affected by exposure:</b> Staff				<b>Persons indirectly exposed.</b> Persons using area / equipment during & after cleaning.																			

# COSHH ASSESSMENT

<b>Possible health affects</b> <i>(inc R Phrase if Known)</i>			
H302	Harmful if swallowed.	H319	Causes serious eye irritation.
H312	Harmful in contact with skin.	H332	Harmful if inhaled.
H315	Causes skin irritation	H335	May cause respiratory irritation
H318	Causes serious eye damage		
<b>Control Measures (Tick all that Apply)</b>			
<b>Storage Precautions</b>	<b>Locked Cupboard / Van</b> X	<b>Bunded Store</b>	<b>Sign out sheet</b>
<b>Fire Fighting Equipment</b>	<b>Water</b> X	<b>CO<sub>2</sub></b> X	<b>Powder</b> X
			<b>Fume Cupboard</b>
			<b>Other</b>
<b>General Precautions</b>	<b>Wash hands before / after use</b> X	<b>Well Ventilated Area</b>	<b>Local Exhaust Ventilation</b>
			<b>Suitable / Approved PPE</b> X
			<b>Two People Present</b>
<b>Other (Please Specify)</b>			
<b>Mandatory Personal Protective Equipment (PPE)</b>  (Tick all that Apply)	<b>Gloves</b>  X	<b>Goggles</b> 	<b>Visor</b> 
	<b>Safety Boots</b> 	<b>Overalls</b> 	<b>Jacket</b> 
	<b>Dust Mask</b> 	<b>Respirator</b> 	<b>Eye Glasses</b>  X
<b>Additional / Special precautions</b>	Prolonged or repeated skin contact use suitable protective gloves.		
<b>First Aid Arrangements</b>	<b>General</b>	Immediately remove any clothing soiled by the product.	
	<b>Eyes</b>	Rinse opened eye for several minutes under running water. Then consult a doctor.	
	<b>Skin</b>	If skin irritation continues, consult a doctor. Immediately wash with water and soap and rinse thoroughly.	
	<b>Ingestion</b>	If symptoms persist consult doctor.	
	<b>Inhalation</b>	Supply fresh air; consult doctor in case of complaints.	
<b>Spillage</b>	Flush area with water		
<b>Disposal</b>	Small amounts (less than 5 Litres) of unwanted product may be flushed with water to sewer		
<b>Overall Risk Rating:</b>		<b>LOW</b>	<b>MEDIUM</b>
<b>ACTION REQUIRED</b>		<b>BY WHOM</b>	<b>BY WHEN</b>
Date for Next Assessment: 29/09/21		Signature of Assessor: Mark Wilson	

**N.B. Attach copies of all relevant material safety data sheets.**