

COVID19
Re opening Risk Assessment

Kings Club

Assessment carried out by: Louise Murphy and James McNicholas

Date assessment was carried out: 24th June 2020, reviewed 27th June 2020, reviewed 18th August 2020, reviewed 9th September 2020

Date of next review: TBC

Corona Virus infection is by two principle routes:

1. Airborne droplets which have to be exhaled by an infected person.
2. Contamination of hands from touching a surfaces contaminated with virus particles.

The two principles to protect staff and customers are:

1. Social distancing.
2. Regular hand washing.

<u>What are the hazards Re Corona infection</u>	<u>Who might be harmed</u>	<u>What are you doing to control the risks</u>	<u>Who needs to carry out the action?</u>	<u>When is the action needed by?</u>
Hard surfaces (doors, tables, bar tops).	Staff and customers	<ol style="list-style-type: none">1. Clean hard surfaces every hour.2. Install hand sanitiser gel dispensers.3. Promote regular hand washing.	JM	3 rd July 2020 and ongoing

		<ul style="list-style-type: none"> 4. Limits customers using the bar. 5. Implement waiter service when busy. 6. Customers asked to wipe down snooker tables & gamblers between use. 		
Passing glasses around.	Staff and customers	<ul style="list-style-type: none"> 7. Staff only to collect glasses. 8. Staff only to hand drinks to customers. 9. Staff to wash hands / hand sanitise after each contact with glasses which customers have drunk from. 10. Tables to be cleared of glasses when customers leave if possible. 	JM	3 rd July 2020 and ongoing
Paying for drinks.	Staff and customers	<ul style="list-style-type: none"> 11. Ask for customers to use card where possible 12. If cash is handled, wash hands / hand sanitise after each contact with cash. 	JM	3 rd July 2020 and ongoing
Drunk customers not abiding by social distancing rules.	Staff and customers	<ul style="list-style-type: none"> 13. JM to monitor alcohol consumption and refuse to serve drinks at his discretion. 14. JM to ask customer to leave if he feels they are not abiding by social distancing rules. 15. Create a 'what is expected from customer poster' 	JM	3 rd July 2020 and ongoing
Bar	Staff and customers	<ul style="list-style-type: none"> 16. Screen to be installed. 17. Only main bar to be used. 18. Snooker room hatch not to be used for service of drinks. 19. Lounge bar not to be used for service of drinks. 20. Bar staff clean bar thoroughly and each hour. 21. Waiter service when busy. 22. Mask to be available for all staff. 	JM	3 rd July and ongoing.

		<p>23. Hand sanitiser gel on the bar</p> <p>24. Hand wash at the sink</p>		
Increase air flow indoors	Staff and customers	<p>25. Open all windows</p> <p>26. Open all doors</p> <p>27. Ensure heating on as needed</p>	JM	3 rd July and ongoing
Indoor transmission of COVID19	Staff and customers	<p>28. Encourage customers to stay at least 2 metre part by putting up posters.</p> <p>29. Space all tables 1 metre apart</p> <p>30. Tape the floor to show 2 metre distance</p> <p>31. Limit one person at a time in toilets</p> <p>32. Limit snooker room to no more than 6 people</p> <p>33. Remove tables / chairs which are not spaced 1 metre apart</p> <p>34. Encourage customers to sit outside on patio.</p> <p>35. Allow customers to drink on the top of the car park.</p> <p>36. Limit the number of customers allowed in:</p> <ul style="list-style-type: none"> A. Beer garden. 18 B. Indoors upstairs. 30 C. Car park outside. 40 D. Snooker room - 8 people 	JM	3 rd July and ongoing
Someone becomes unwell & tracing customers and staff if a case of COVID19 is confirmed	Staff and customers	<p>37. Take the name and phone number of all customers who enter the club. Add in a 7pm check to see who is still in the building.</p> <p>38. Jim to update membership book with phone numbers</p> <p>39. Bar staff to keep this information in a book behind the bar.</p> <p>40. Tables will be available to be reserved via</p>	JM	3 rd July and on going.

		<p>Jimmy over the phone.</p> <p>41. Stagger table start reservation times so to limit social distancing.</p> <p>42. Stagger 'kicking out time' to aid social distancing.</p> <p>43. Members to be given priority on reserved and first come first serve tables.</p> <p>44. Tables will be available first come first serve if possible.</p> <p>45. If a customer or staff member becomes unwell who has been in the club and is tested positive for COVID19 a full further risk assessment may be done & LM will consider if it is safe and viable to remain open.</p>		
Access to toilets	Staff and customers	<p>46. Toilets to be cleaned each hour.</p> <p>47. One person at a time in the toilet.</p> <p>48. Hand wash available</p> <p>49. Baby changing facilities not to be used.</p>	JM	3 rd July and on going
Snooker	Staff and customers	<p>50. See 32 (d) above, only 6 people in snooker room at any one time.</p> <p>51. Snooker tables can be booked for 1-hour slots via Jimmy over the phone.</p> <p>52. Members to be given priority on reserved snooker tables and first come first serve tables.</p> <p>53. Players to wipe their cues down before and after play.</p> <p>54. Players to use hand gel each time they touch snooker balls</p>	JM	3 rd July and on going
Darts	Staff and customers	<p>55. Dart players to use their own darts</p> <p>56. No sharing of darts</p>	JM	3 rd July and on going

Pool	Staff and customers	57. Pool table open at the discretion of Jimmy 58. If there is a match only two people and a ref around the table. 59. Only a group of 6 people in the lounge	JM	3 rd July and on going
Dominoes	Staff and customers	60. No Dominoes games allowed	JM	3 rd July and on going
Gamblers / game machines	Staff and customers	61. Only one person at a time to play. 62. Buttons/ surfaces to be cleaned every hour.	JM	3 rd July and on going
Function Room	Staff and customers	63. Closed	JM	18 th Aug on going

Smoking shelter	Staff and customers	64. To be closed.		
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Staff specific actions:

All staff will be retrained in light of this risk assessment and actions implemented.

All staff to be told not to come into work if they have symptoms.

All staff to be provided with masks, hand gel, hand washing breaks and waiters to be provided with aprons.

Wash hands at start of shift and every hour.

Wash hands / hand sanitise after touching a customer used glass.

Contractors / deliveries.

Any contractors to attend in non-open hours.

Wear face covering while in building.

Beer deliveries will be via cellar and cellar vacated whilst delivered.

Wash hands after handling newly delivered stock.