



COVID 19 RISK ASSESSMENT (R1)

Department: Restaurant	Assessment by: Tom Cappell	Date: 01/07/2020
1 st review date due:	Manager approval: Amanda Brown	Date: 16/07/2020
Description of activities: 1. Avoid the hazard where possible (Remote work/no physical contact etc.) 2. Maintain 2 metre safe distancing	3. Put guards and other measures in place 4. Clean workplace, equipment, and hands	5. Supervise, Educate, and communicate 6. PPE

Risk	How can the risk cause harm and who could be at risk?	What do we have and what do we need to put in place control this risk?	Action		
			By Whom	Date	Date complete
GUEST INFECTING STAFF IN RESTAURANT	AIR PARTICLES LACK OF SOCIAL DISTANCING	RESTAURANT STAFF TO WEAR MASKS WHEN SERVING GUESTS AS THE 2M RULE CANNOT BE KEPT CLEAR FLOOR MARKING AT ENTRANCE STAGGERED MEALTIMES TABLES 2M APART (OR 1M BACK TO BACK) ONE WAY SYSTEM AROUND RESTAURANT WALKWAYS TO BE CLEAR FROM FOOTFALL DEFINE A SINGLE MEMBER OF STAFF TO EACH TABLE IN THE RESTAURANT WHERE POSSIBLE TEMPERATURE TAKEN BEFORE DINNER ON WEDNESDAY NIGHT. GUESTS ARE ENCOURAGED TO USE HAND SANITIZER BEFORE ENTERING THE RESTAURANT. ENCOURAGE THE GUEST TO LEAVE THEIR TIPS IN A BASKET BY THE ENTRANCE OF THE RESTAURANT TO AVOID STAFF TOUCHING NOTES OR COINS. ALL MONEY TO BE DISINFECTED BEFORE SHARING OUT.	ALL RESTAURNAT STAFF		

STAFF INFECTING GUESTS & COLLEAGUES	SURFACES CLOSE CONTACT	MINIMUM PERSONAL ITEMS SERVICE CLOTHES CLEANED IN HOUSE AFTER EACH MEAL TABLES & CHAIRS CLEANED BEFORE EACH MEAL NO UNESSENTIAL ITEMS ON TABLE, SACHETS USED FOR SAUCES AND SUGARS NO MIXING BETWEEN DEPARTMENTS EACH STAFF TO HAVE OWN PERSONAL TRAYS, PENS ETC KEEP SOCIAL DISTANCING IN KITCHEN WHEN QUEUING AVOID USING AIR CONDITIONERS AND KEEP WINDOWS OPEN TABLES TO BE SET BEFORE MEALS RATHER THAN AFTER MEALS	ALL RESTAURNAT STAFF		
GUESTS INFECTING GUESTS	CLOSE CONTACT	TABLES ARE POSITIONED 2METRS APART OR 1M IF BACK TO BACK ONLY TWO HOUSEHOLDS ALLOWED AT ONE TABLE ALL UNUSED CTLERY FROM TABLES TO BE WASHED AFTER EVERY SERVICE			
KITCHEN BAR SNACKS	AIR PARTICLES SURFACES CLOSE CONTACT	ONE WAY SYSTEM FOOD PLATED LAMINATED MENUS TO BE SANITISED, BOTH SIDES AFTER EVERY USE USE GLOVES WHEN PERFORMING THE FULL TABLE CLEARING AFTER GUESTS HAVE LEFT. CHANGE TABLE CLOTHES AFTER EACH MEAL CONSTANT CLEANING OF ALL WORK AREAS ALL STAFF TO USE MASKS WHEN SERVING AND HAND WASHING/SANITIZER IN ALL SETTINGS			