

Covid 19 Risk Assessment

Company name: Budle Bay Croft

Assessment carried out by: Allison Joynson

Date of next review: 30.9.2020

Date assessment was carried out: 1.7.2020

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Covid transmission from arriving guests	Future guests, people working on Budle Bay Croft	Following the Government Regulations	Continue to watch for changes in guidance	Ian Joynson	As updates are provided	Yes
Covid transmission from departing guests	Future guests, people working on Budle Bay Croft	Professional cleaners with Covid Cleaning Protocol and sanitising with fogging between each turnaround; dirty linen bagged and sealed immediately and then sent for washing according to Covid Cleaning	Monitor government guidance and update accordingly	Ian Joynson	As updates are provided	Yes

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		<p>Protocol; new linen does not come into contact with dirty linen; mattress and pillow protectors replaced for every turn around; removal of throws and most cushions; outside toys and play equipment can be used by guests as long as they sanitise after use using antiviral spray provided; hand sanitiser (touchless) to be used before entering and as leaving the cottages before putting key in key safe (signs to remind guests to use them); social</p>				

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		<p>distancing of 2m with signs to remind guests; games room and gym closed; following government guidance</p>				
<p>Worker catches covid 19 while supporting the cottage</p>	<p>Any worker who needs to access the cottage for any reason to support guests</p>	<p>Any replacements of broken items or things requiring attention will be only when the guest have left the cottage; mask and gloves will be worn to enter the cottage and to complete the task if possible; hand sanitiser will be used before and after entering the cottage; any person requiring admission to the</p>	<p>Monitor government guidance and update accordingly</p>	<p>Ian Joynson</p>	<p>As updates are provided</p>	<p>Yes</p>

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		cottage will be required to inform Ian Joynson so they can be briefed on risk mitigation				
Allison is shielding due to extreme vulnerability per government guidance	Allison	Allison will have no face to face contact with guests or workers but will be fully available	Monitor government guidance and update accordingly	Ian Joynson	As updates are provided	Yes