

## Preston Road Café COVID-19 RISK ASSESSMENT

Date of assessment: 06/09/2021	Version No:	03
Date for review: 06/09/2022		

<p><b>Details of risk assessment including location/description of activity or equipment to be assessed.</b></p> <p><b>Details of risk assessment including location/description of activity or equipment to be assessed.</b></p> <p>Due to Preston Road Café being a unique setup whereby it is primarily a Training site for Team Domenica’s candidates, it is also running alongside the Training Centre protocols. This risk assessment therefore covers the site as best as can be with two businesses operating.</p> <p>This guidance will be kept under review and will be updated as necessary. Full Covid-19 details and any required actions can be found on the Team Domenica Staff COVID-19 Guidelines September 2020 document.</p> <p>The Charity will make best endeavours to comply with all guidance. However, we do recognise that given the amount of guidance from multiple sources that this will always be a complex task. We will be guided by what we believe, on current evidence to be in the best interests of our candidates. We will also be guided by what we believe, on current evidence, to be in the best interests of our staff.</p>			<b>Likelihood</b>					
			Certain	Very Likely	Likely	Possible	Unlikely	
			5	4	3	2	1	
	<b>Severity</b>	Major (Fatal)	5	25	20	15	10	5
		Severe	4	20	16	12	8	4
		Lost time 3 days +	3	15	12	9	6	3
Lost time		2	10	8	6	4	2	
	Slight	1	5	4	3	2	1	

**Title of related documents:** Candidates Individual Risk Assessments; Team Domenica Staff COVID-19 Guidelines for September 2020 document.

## Keeping Places Safe during Covid-19

Risk No.	HAZARD Product/Activity/ Plant/Equipment	Risk/Consequence	Pre-control risk rating			Control measures in use	Residual risk rating		
			L	S	R		L	S	R
1	Contaminated surfaces within the site	Transmission of virus to Candidates, staff members and anyone else they come into contact with.	4	5	20 High	An increased formal cleaning regime in place Employees to clean equipment/shared surfaces frequently Hand sanitisers located on site. Extra hygiene requirements (handwashing etc.) enforced No multi-use handtowels to be used to dry hands  <b>Preston Rd Café cleaning protocol.</b> <ul style="list-style-type: none"> <li>• Surfaces and equipment to be wiped down with disinfectant products when candidates and staff change tasks</li> <li>• Surfaces and equipment to be wiped down with disinfectant products at the end of each session.</li> <li>• Entire café to be disinfectant cleaned by contracted cleaners daily</li> </ul>	2	5	10 Medium

2	Proximity, people gathering in groups within the site	Transmission of virus through being close to an infected person	4	5	20 High	<p>Staff to support candidates to understand social distancing and practice this themselves</p> <p><b>At Preston Road :</b></p> <ul style="list-style-type: none"> <li>• <b>Although no longer mandatory staff and candidates must wear a face covering at all times in the café apart from when seated at their table to eat</b></li> <li>• <b>Notice in place asking customer to wear facemasks when entering and moving around the café</b></li> <li>• Social distancing is not always possible behind the counter so disposable masks to be worn at all times when behind the counter or at the Café training table.</li> <li>• Where possible work side by side rather than facing each other</li> <li>• Counter area has screens throughout to separate staff from customers.</li> <li>• Discourage customers to queue indoors – table service implemented</li> <li>• Good Ventilation.</li> </ul> <p>Front door of café left opening</p>	2	5	10 Medium
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						Co2 monitors in place to monitor fresh air levels.			
3	Elevated risk of Legionnaires disease due to standing water in tanks and cleaning / flushing programmes ceasing	Staff/ Candidates become unwell if Legionella discovered due to closing of Training Centre	4	5	20 High	Legionnaires risk assessment with Aquacare checked and confirmed we remain at low risk. Actions: Shower to be run hot for a minutes. Run all taps hot and cold for 5 mins. Run boiler at highest setting for a 5 minutes.	2	2	4 Low

7	Appropriate PPE	Lack of sufficient numbers of PPE – increased chance of transmission of Covid-19 Lack of staff confidence Incorrect type of PPE for intended purpose Not meeting HSE requirements	3	5	15 High	<p>PPE provided will have been thoroughly assessed as appropriate for the use for which it is intended and in line with government and Public Health England guidance. Staff will receive information and guidance for what activities require the use of PPE if applicable.</p> <p><b>Preston Rd Cafe:</b></p> <ul style="list-style-type: none"> <li>• Staff to wear medical masks when working with candidates</li> <li>• Candidates to wear medical masks when working closely with staff</li> <li>• Staff to ensure Candidates masks are clean every day before commencing work</li> <li>• Clean aprons to be worn whilst working in the cafe</li> </ul>	2	5	10 Medium
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						Appropriate PPE kit on site in case of suspected case			
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### Keeping People Safe during Covid-19

Risk No.	HAZARD Product/Activity/ Plant/Equipment	Risk/Consequence	Pre-control risk rating			Control measures in use	Residual risk rating		
			L	S	R		L	S	R
10	Proximity, people gathering in groups within the site	Transmission of virus through being close to an infected person	4	5	20 High	<ul style="list-style-type: none"> <li>Although not mandatory Social distancing practices are in place, although this is difficult with some candidates</li> <li>Guidance given to staff regarding PPE and when it is needed</li> <li>Staff and parents to support candidates to understand social distancing and practice this themselves</li> <li>Test and trace in place for staff</li> </ul>	2	5	10 Medium

					<ul style="list-style-type: none"><li>• Staff and candidates to take a lateral flow test twice a week</li><li>• Regular cleaning of hands.<ul style="list-style-type: none"><li>○ If a candidate is showing any symptoms of COVID-19 that include a new, continuous cough or high temperature, or has a loss of, or change in, their normal sense of smell or taste (anosmia) – or if someone in their household is showing symptoms. Please do not come in.</li></ul></li><li>• If a candidate shows any Covid-19 symptoms whilst at Team Domenica they will be sent home and advised to follow the government guidance regarding self-isolating and will be asked to arrange a test to see if they have coronavirus.</li><li>• If a candidate is awaiting collection, they will be isolated in a designated room with ventilation with appropriate adult supervision. Staff will be provided with the appropriate PPE for caring with someone who is symptomatic.</li><li>• At Preston Road this place is in upstairs back room for candidates and staff. Customers must leave immediately</li><li>• All areas where the symptomatic person has been will be deep</li></ul>		
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					<p>cleaned that day by contracted cleaners with a COVID-19 compliant fog clean.</p> <ul style="list-style-type: none"><li>• If a candidate or staff member undergoes a Covid-19 test we require evidence of a negative outcome before returning to Team Domenica. If the test is negative, candidates can return to Team Domenica once they are feeling better and no raised temperature for 48 hours.</li><li>• If a candidate or staff member tests positive they must isolate for 10 days from the onset of symptoms. They will only be able to return to Team Domenic a if they do not have symptoms, other than a cough or loss of a sense of smell or taste (cough or anosmia can last for several weeks after the infection has gone). If the candidate has a temperature they should continue to self-isolate until the temperature returns to normal.</li></ul> <p><b>Outbreak of Covid-19 at Team Domenica:</b></p> <ul style="list-style-type: none"><li>• If Team Domenica is aware that someone within the organisation has tested positive for Covid-19,</li></ul>		
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					<p>we will contact the local health protection team. The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate if not double vaccinated</p> <ul style="list-style-type: none"><li>• Households of those sent home in these circumstances will not need to self-isolate unless the person in close contact starts to display symptoms.</li></ul> <p><b>Close contact means:</b></p> <ul style="list-style-type: none"><li>• Direct contacts – face to face contact for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact.</li><li>• Proximity contacts – extended close contact (within 1-2 metres for more than 15 mins)</li><li>• Travelling in a small car with an infected person.</li></ul> <ul style="list-style-type: none"><li>• If there is one confirmed cases at Team Domenica this may be considered an outbreak and Team Domenica will work with the health protection team. In some cases, health protection teams may recommend that a larger number of other candidates self-isolate as a precautionary measure. It is unlikely that a whole</li></ul>		
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					<p>setting closure will occur, unless staffing levels are adversely affected.</p> <p><b>Team Domenica candidate protocol from September 2021.</b></p> <p>To ensure that we keep candidates as safe as possible we have created a candidate protocol.</p> <p><b>Arriving at Team Domenica site:</b></p> <ul style="list-style-type: none"><li>• On arrival at the site everyone must use the hand sanitiser provided;</li><li>•</li><li>• Candidates to bring own pencil case with pens, pencils, ruler, coloured pens, rubber. This equipment is not to be shared or left on desks at the end of the day. We can provide clear named pencil cases if needed.</li></ul> <p><b>Lunch/break at Team Domenica site:</b></p> <ul style="list-style-type: none"><li>• If candidates are independent travellers they are permitted to leave the site at break end and or lunch time. They will be signed in and out by staff. They need to wash hands and sanitise when coming back into the building.</li><li>• Café staff to direct candidates to allocated area if working in the café.</li></ul> <p><b>Washing Hands/Social Distancing at Team Domenica:</b></p>		
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Hand washing is one of the simplest ways to stop Covid-19 from spreading. habits.<https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>

- Candidates will be asked to wash hands on arrival and before and after lunch or when preparing or consuming food.
- Candidates to bring in own pocket hand sanitiser and tissues for their own use during the day. Sanitiser and tissues will also be available on every site.
- we aim to adhere to social distancing rules of 2m wherever possible. We have marked out work zones . Candidates will be given training during their induction weeks.
- If staff or candidates are in close proximity to each other of between 1 to 2m as may happen during café training we will limit this time to 10 minutes max and it must be timed by staff. They must then move away from each other.

**Face coverings/Masks**

- **masks are required to be worn by all staff, and candidates whilst in the café unless seated at a table eating/ drinking**
- Masks are advised to be used if travelling on public transport. Candidates must use a different mask on public transport to the one worn on site

- Candidates should provide their own masks for use in communal areas and this must be kept safely in a plastic bag when not in use. Please ask Justin if you would like us to supply you with a plastic zip lock bag.
- Candidates must wear a new clean mask when working in the café at all times..
- Fabric masks must be washed daily. Disposable masks must be replaced daily.

If Day service candidates attend two different settings:

Moving between settings will increase the risk of viral spread, however there are circumstances where this may be required, such as where a young person's needs cannot be met without provision in two settings. This means that provision in two settings is possible, but will be subject to the child or young person's individual risk assessment, and on the ability of both settings to accommodate the child or young person. These risk assessments are likely to be complex, and the two settings may need to liaise with one another. It may be best for a child or young person to return to only one setting, or to return to one setting first before returning to both, so that their opportunity to receive on-site education is not delayed due to those complexities.

- Team Domenica has made contact with parents/ carers and all are



15	Anxiety of staff attending work regarding Covid-19	Staff anxiety levels may increase for a number of reasons e.g. concerns for family, concerns about work, concerns regarding contracting/transmitting Covid-19	4	3	12 High	Ensure the promotion of wellbeing and self-care through good communications	2	2	4 Low
16	Candidate Behaviour	Disruption to routine and change in approach for candidates may cause an increase in challenging behaviours both on-site and off-site New learners may not have had a full assessment on site therefore needs may not be fully known or met Day Service candidates may attend more than one setting and this may need to be reviewed to attend one setting	3	4	12 High	Individual risk assessments being updated and will be circulated with all staff and actions implemented	3	2	6 Medium

General Hazards									
Risk No.	HAZARD Product/Activity/ Plant/Equipment	Risk/Consequence	Pre-control risk rating			Control measures in use	Residual risk rating		
			L	S	R		L	S	R
	See Preston Rd Risk Assessment for General Hazards								

<b>Risk Assessor:</b>	Rachel Christy	<b>Signature:</b>	<i>Rachel Christy</i>	<b>Date</b> :	06/09/21
<b>Site Manager</b>	Sammy Reider	<b>Signature</b> :	<i>Sammy Reider</i>	<b>Date:</b>	06/09/21

