**Lydford Parish Council - Covid-19 Risk Assessment For Village Toilets (21/07/2020)**

This is Lydford Parish Council’srisk assessment (RA) for the current Covid-19 situation. This RA is *‘living’* document and will be updated/ amended as and when necessary to comply with Government and Devon/ Dartmoor Councils guidance and instructions for safe use of public toilets.

**Open Hours: (**April - October):0900 to 2100 hrs daily (7-days per week).

Public Liability Insurance is in place and current.

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| **What are the hazards?** | **Who might be harmed?** | **Controls Required** | **Additional Controls** | **Action by whom?** | **Action by when?** | **Done** |
| **Hand Washing/ Sanitising Facilities (Persons and Products)** | The Public  Cleaner  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | Stringent Hand Cleaning Regimes.  Hand Sanitising Gel and disinfectant sprays cleaning on each cistern for people to use before and after toileting. See hand cleaning guidance:  [www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/](http://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/)  Antibacterial spray and hand sanitizers readily available for at all times to clean hands as well as surfaces. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches and other reception areas using appropriate cleaning products and methods.  Managed by our cleaner who deep cleans the toilet block twice a day at 0900 and 1330 hrs. | COVID-19 signage including:  1. Hand washing protocols  2. Social distancing (i.e. one in one out)  The public are encouraged to sanitize their hands and clean surrounding areas using disposable paper towels (supplied daily). All rubbish to be placed in bins provided and emptied daily by our cleaner. | Neil Grigg (NG)  Jade Tennant (JT) (Cleaner) | At all times. | On-going. |
| **Social Distancing** | The Public  Cleaner  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | One in one out policy for use of both male and female toilets  Sanitising of all surfaces and hands to be encouraged.  Toilet door will be wedged open during opening hours to prevent contact by the public and to increases cleanliness. | 1 metre rule will be adhered by all and social responsibility is expected of members of the public and others. | The Public  Cleaner  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | At all times. | On-going. |
| **Signage** | The Public  Cleaner  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | Signage:  COVID-19 signs at entrances to toilet block (male and female):  1. Hand washing protocols  2. Social distancing (i.e. one in one out) | Users directed to adhere to any and all signage or instructions given by The Parish Council or JT. | NG  Lydford Parish Council. | In place. | Completed. |
| **Staffing** | NG  JT  Contractors | No person(s) will be allowed entry to toilets whilst being cleaned or between the hours of 2100 and 0900 hrs. | Cleaning regimes will take place for deep clean at 0900 and 1330 hrs daily (7 days per week) until October 31st 2020. (Toilets open April to October only) | NG  JT | At all times. | Completed. |
| **Minimising Physical Contact** | The Public  Cleaner  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | All surfaces, if touched, will be sanitised with anti-bacterial wipes and the cleaning regimes mentioned above will be enacted. | All visitors will be directed to adhere to any and all signage or instructions given by The Parish Council, NG and JT. | Lydford Parish Council  NG  JT | At all times. | On-going. |
| **Sanitising Products** | The Public  Cleaner  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | Sanitising Gel and antibacterial sprays on each cistern for cleaning before and after usage. See hand cleaning guidance:  [www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/](http://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/)  Antibacterial sprays and hand sanitisers are available for toilet users. Bins are provided for any and all rubbish. Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, toilet seats, etc. | Clients directed to adhere to any and all signage or instructions given by Lydford Parish Council, NG and JT. | Lydford Parish Council.  JT  NG | To be available at all times. | On-going. |
| **PPE** | The Public  Cleaner (JT)  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | Cleaning and sanitising regimes as mentioned above. Common sense and approved Government cleansing regimes will be expected to be adhered to by all visitors. | JT supplying her own face coverings, rubber gloves and PPE, as agreed. Cleaning and sanitising products supplied by Lydford Parish Council.  Daily/ weekly cleaning inspection sheet displayed in male and female toilets for public inspection (to be completed and displayed by JT). | Supplied and replenished by Lydford Parish Council. | At all times. | On-going. |
| **Systems of Communication** | The Public  Cleaner (JT)  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | Signage  Telephone  Email  Facebook (Lydford Parish Council page) | All communications and issues to be raised through safest possible mediums as shown. | Lydford Parish Council  NG  JT | On-going. | On-going. |
| **Management of Customer Queuing** | The Public  Cleaner (JT)  Contractors  Vulnerable Groups, Elderly, Pregnant, people with underlying health conditions and anyone else that may use the public toilet block. | Members of the public will adhere to signage, best practise and common sense.  Visitors advised that a strict policy of one in one out is highly advised.  1 Metre rule to be adhered to. | Visitors are directed to adhere to any and all signage or instructions given by Lydford Parish Council, NG or JT. | Lydford Parish Council.  JT  NG | At all times. | On-going. |

**Completed by:** Councillor Neil R. Grigg *Tech. IOSH (NEBOSH)*

21/07/2020