

## Buckmore Park Scout Campsite Covid – 19 Risk Assessment

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> <li>• Crew</li> <li>• Visitors to Buckmore Park</li> <li>• Contractors</li> <li>• Vulnerable groups – Elderly, Pregnant visitors those with existing underlying health conditions</li> </ul>	<p><b>Hand Washing</b></p> <ul style="list-style-type: none"> <li>• Hand washing facilities with soap and water in place.</li> <li>• Stringent hand washing taking place.</li> <li>• See hand washing guidance.</li> <li>• <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></li> <li>• Drying of hands with electric hand dryers or disposable paper towels.</li> </ul>	<p>All visitors reminded to, on a regular basis, wash their hands for 20 seconds with water and soap and the importance of proper drying with hand dryer or disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Where possible tissues will be made available.</p> <p>Signs on site to remind everyone on site of the importance of hand washing</p>	<p>All on site</p> <p>G Jessup</p>	<p>Ongoing</p> <p>7/7/20</p>	<p>Ongoing</p> <p>Complete</p>

DATE OF RISK ASSESSMENT 20/07/2020

DOCUMENT APPROVED BY BPSO OPERATIONS COMMITTEE

SCHEDULED FOR REVIEW MONTHLY FROM DATE OF ASSESSMENT OR WHEN GOVERNMENT OR SCOUT ASSOCIATION GUIDANCE CHANGES – WHICHEVER IS THE SOONER.

	<ul style="list-style-type: none"> <li>Anyone else who physically comes in contact with you in relation to use of site</li> </ul>	<ul style="list-style-type: none"> <li>Gel sanitisers will be made available in buildings where washing facilities not readily available</li> </ul>				
		<p><b><u>Toilet Cleaning</u></b>                  Site Users (CIO Members or visitors) must ensure toilets are safe to use by cleaning prior to use. Toilets should be well ventilated when being cleaned and available for use.</p>	Periodic checks must be carried out by person in charge of CIO members / visitors (responsible adult) to ensure that the necessary procedures are being followed by both crew and user groups.  Cleaning materials made available. Appropriate wipes will be available in toilets.	Crew / Person in charge of visiting groups  G Pryke	Ongoing  Ongoing	Ongoing  Ongoing
		<p><b><u>Surface Cleaning in Buildings</u></b>                  Site Users (CIO Members or visitors) must ensure surfaces in buildings are safe to use by cleaning prior to use. Appropriate cleaning materials will be made available.                   Buildings must be well ventilated with doors and windows open (except any fire doors)</p>	Periodic checks must be carried out by person in charge of CIO members / visitors (responsible adult) to ensure that the necessary procedures are being followed by both crew and user groups.  Appropriate cleaning materials to be made available. (Note initial purchase complete 13/7/20))	Crew / Person in charge of visiting groups  G Pryke  G Jessup	Ongoing  Ongoing  20/7/20	Ongoing  Ongoing  Complete

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			Regime set out in Buckmore Park Scout Campsite CIO Covid 19 Pandemic Operating Procedures <sup>1</sup>			
		<p><b>Site Tool Cleaning</b> A cleaning regime will also be applied to all tools and equipment prior to use.</p> <p>If any items used cannot be cleaned then they will be put out of use for a period exceeding 72hrs</p>	Highlighted in _Buckmore Park Scout Campsite CIO Covid 19 Pandemic Operating Procedures ( to be found at Footnote 1)	Crew	Ongoing	Ongoing
		<p><b>Wearing of Gloves</b> Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Crew will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p>	<p>Crew to be reminded that wearing of gloves is not a substitute for good hand washing in crew procedures.</p> <p>Highlighted in _Buckmore Park Scout Campsite CIO Covid 19 Pandemic Operating Procedures ( to be found at Footnote 1)</p>	G Jessup	20/7/20	Complete

<sup>1</sup> <https://www.buckmorepark.org.uk/buckmore-park-information/campsite-documents/>

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		<p><b><u>Asking people with symptoms of Covid-19 to stay away from the site or leave the site if develop symptoms whilst on site.</u></b></p> <p>If anyone becomes unwell with a new continuous cough or a high temperature at the campsite they will be sent home and advised to follow the stay at home guidance.</p> <p>Line managers will maintain regular contact with crew members during this time.</p> <p>If advised that a member of crew or site visitor has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic premises), the management team of the workplace will contact the Public Health England to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p> <p><a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a></p>	<p>Highlighted in Buckmore Park Scout Campsite CIO Covid 19 Pandemic Operating Procedures ( to be found at Footnote 1)</p> <p>Keep a record of those crew members and groups visiting site in case track and trace required</p>	<p>G Jessup</p> <p>G Jessup</p>	<p>20/7/20</p> <p>Ongoing</p>	<p>Complete</p> <p>Ongoing</p>
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		Information provided to all those coming on site through visibility of this risk assessment.	To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice -  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/">https://www.nhs.uk/conditions/coronavirus-covid-19/</a>		
		Signage on site reminding people of the Covid 19 pandemic and reminders of best practice to avoid spread of the virus.	Posters displayed around entrance and key parts of site including inside and outside of buildings	G Jessup	20/7/20 Complete
		<b>Social Distancing</b> Social Distancing -Reducing the number of persons in any work area to comply with the social distancing guidance provided by the Public Health England  Taking steps to review work schedules including start & finish times so the minimum number of crew are on site at any one time.  Redesigning processes to ensure social distancing in place.  Conference calls to be used instead of face to face meetings.  Ensuring sufficient rest breaks for crew.	Crew and visitors to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it by use of signage.  Management checks to ensure that social distancing rule are adhered to by both crew and user groups.  Highlighted in _Buckmore Park Scout Campsite CIO Covid 19 Pandemic Operating Procedures ( to be found at Footnote 1)	G Jessup  Ops Committee	20/7/20 Complete  Ongoing Ongoing

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		Social distancing also to be adhered to in buildings.				
Mental Health Issues caused during the Covid-19 Pandemic	Looking out for crew members	<p><b>Mental Health</b> Management will promote mental health &amp; wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help Reference -</p> <p><a href="https://www.gov.uk/government/publications/workplace-health-applying-all-our-health/workplace-health-applying-all-our-health">https://www.gov.uk/government/publications/workplace-health-applying-all-our-health/workplace-health-applying-all-our-health</a></p>	<p>Regular communication of mental health information and open door policy for those who need additional support.</p> <p>Line managers will offer support to crew who are affected by Coronavirus or has a family member affected.</p> <p>Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation.</p>	Ops Committee	Ongoing	Ongoing
Broken dry skin caused by additional hand washing due to Covid 19.	Anyone on site washing hands more frequently than usual	<ul style="list-style-type: none"> <li>• Crew encouraged to protect the skin by applying moisturising cream regularly</li> <li>• <a href="https://www.nhs.uk/conditions/emollients/">https://www.nhs.uk/conditions/emollients/</a></li> </ul>	<p>Encourage crew to report any problems and carry out skin checks</p> <p>Highlighted in _Buckmore Park Scout Campsite CIO Covid 19 Pandemic Operating Procedures ( to be found at Footnote 1)</p> <p>NOTE – moisturising does not reduce likelihood of becoming infected with Covid 19.</p>	All crew  G Jessup	Ongoing  20/7/20	Ongoing  Complete

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