

# General Health and Safety

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## Section A1 - Assessment Information

Reference / title	RA-GHAS-16 Xcel Bowl Coronavirus
Location	Xcel Bowl
Org group	Xcel Bowl
Activity / item / area	Bowling Area
Person(s) at risk	Employees, Public, Visitors
Contract description	
Contract site	

## Section M1 - Monitoring Information

Monitored by	
Monitoring date	
Checked by	
Location / Org group	

## Section A2 & M2 - Risk / Control Measures

Category	General		
Hazard	Spreading infection		
Description (e.g. who might be harmed and how)	Xcel employees may affect customers and visitors to the premises. Staff may be infected from customers or others in the building.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Customer spread of infection.		
Description (e.g. who might be harmed and how)	Xcel employees, customers and visitors to the premises.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Covid outbreak connected with venue.		
Description (e.g. who might be harmed and how)	All those who have been to the venue at the time of the infected person.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Spread of infection between team members and customers at reception area		
Description (e.g. who might be harmed and how)	Team members may come into close proximity to customers or handle contaminated surfaces.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Contact with frequently touched surfaces		
Description (e.g. who might be harmed and how)	People may come into contact with hard surfaces which may have been touched by others.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

INSTRUCTIONS
ASSESSMENT STAGE: Complete section <b>A1</b> ; Identify hazards and assign pre and post likelihood and consequence scores (using a 3x3 or 5x5 matrix) in section <b>A2</b> . Control Measures to reduce risks can then be added.
MONITORING STAGE: Complete section <b>M1</b> ; Score Control Measures in section <b>M2</b> using a scale of 0-10 (10 being complete compliance); State further actions required in section <b>M3</b> .

Risk matrix	5x5
Assessor	Nathanael Gale
Assessment date	16/08/2021
Reviewed by	Nathanael Gale
Reviewed date	16/08/2021
Monitoring frequency	Every 1 week
Next review due	17/08/2021

Monitoring notes

Control Measure	Score
Employees will be excluded from work if they show signs or have shown symptoms of infection in the last 10 days or have been notified to self-isolate as a result of the test and trace protocol.	
All team members are encouraged to wear face coverings/masks whilst at work at Xcel but not mandatory.	
Team members to be issued with face coverings and shields if needed.	

Control Measure	Score
Pre-booking will be preferable and encouraged. Details of all customers kept on booking system. Details to be kept for 21 days minimum. Xcel website gives details of hygiene & social distancing measures to customers booking.	
Site will support the NHS Test & trace service by displaying a unique QR number.	
Face coverings for customers are advised but not mandatory.	
Customers advised to wear own footwear unless high heels or open toed shoes.	
Staff to ensure information on booking system is accurate and compliant.	
QR code to be displayed at entrance and public to be encouraged to use phone App when entering building.	

Control Measure	Score
Measures are in place to close the venue to enable a deep clean and sanitation of the building.	
Ensure management are aware of the procedures to be followed if the company is officially informed of a confirmed case of coronavirus associated with the site.	

Control Measure	Score
Physical screens in place at till points. Sanitiser on reception for use by team member and customers. All non-essential items removed from reception area. Cleaning program is in place to ensure sanitisation.	
Full sanitation of the reception area at the end of each shift Bowling shoes to be visibly sanitised before and after every use.	
High contact areas to be sanitised on a regular basis during opening hours.	

Control Measure	Score
Additional sanitation of all hand touch surfaces within the centre. Sanitation of seating and tables, ball returns and ball ramps at regular intervals.	
Sanitation sprays on hand for staff and public use.	
Ensure program is in place enabling enhanced cleaning of machines.	
Enhanced cleaning regime to put in place to include balls, cue's, triangle and other high contact surfaces.	
Ensure program is in place enabling enhanced cleaning of bowling balls, seating and all bowling touch points.	

Category	General		
Hazard	Food and drink service		
Description (e.g. who might be harmed and how)	Risk of infection of team member if customers are in close proximity.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Toilet areas spread of infection		
Description (e.g. who might be harmed and how)	People using the toilet facilities may not observe social distancing rules or follow good hygienic practises.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Back of house spread of infection		
Description (e.g. who might be harmed and how)	All team members who use back of house area.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Soft Play area spread of infection		
Description (e.g. who might be harmed and how)	Spread of infection from child to child		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Category	General		
Hazard	Failure to identify team members concerns.		
Description (e.g. who might be harmed and how)	Team members may have identified a risk on site not otherwise considered by company.		
Pre-Control Risk Level	Likelihood	Consequence	Total
	3	3	9
Post-Control Risk Level	Likelihood	Consequence	Total
	2	2	4

Control Measure	Score
Hand sanitiser station positioned at each till area.	
Perspex screen positioned at each till point.	
Daily cleaning schedule to be adhered to with enhanced sanitation of high use and high contact surfaces in the kitchen and storage areas.	
Single use condiments and cutlery to be removed and only issued with meal on request.	
Bar and food prep areas to be fully cleansed and sanitised at the end of each shift.	
Ongoing sanitisation of high contact or food contact surfaces to take place throughout the shift.	
Limit kitchen access to as few people as is necessary.	
Work to be organised at site to maximise safe procedures and minimise social contact.	

Control Measure	Score
Good hand washing techniques displayed on each toilet entrance door.	
Sanitation station outside toilet area.	
Appropriate waste receptacles to be in all toilets, with disposal of waste in appropriate sealed bags.	
Hand driers available in each toilet hand washing area.	
Toilets to be fully sanitised at the end/beginning of each day.	
Sanitiser dispensers to be checked and filled frequently.	
Monitor toilets to signage remains intact.	
Use of signs and posters to promote good hygienic practices.	

Control Measure	Score
Team members to take staggered breaks complying with social distancing rules.	
Staff to sanitise & clean uniforms after each shift	
Use of staff rooms will be reviewed to ensure staff are not put at undue risk when on breaks.	
Ensure that contractors are aware of and adhere to Xcel Covid safety rules.	

Control Measure	Score
Fully sanitation of all equipment is undertaken on a daily basis including high level surfaces that may have had hand contact.	
Encourage parents to inform their children to sanitise their hands prior to entering the area.	
Unwell children to be refused entry.	
Personal items to be left with parent/guardian.	

Control Measure	Score
All team members kept up to date with company progress.	

Evaluation / score %

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