

Coronavirus risk assessment

**Company name: Shining Cliff Centre Limited
(director)**

Assessment carried out by: Kate Tuck

Date of next review: after government 4 weekly reviews

Date assessment was carried out: 22/6/2020

Reviewed and changes made on 24/6/20.

Shining Cliff hostel is an independent hostel, providing self-catering accommodation to groups of up to 2 people. The hostel is located off-road in Shining Cliff woods, Ambergate, Derbyshire.

The building was rebuilt in 1976 and is a single storey dwelling, approximately 20 m². There is an open plan communal lounge, dining room and self-catering kitchen. 5 bedrooms are accessed from this communal area. The bedrooms accommodate 20 people in total. 1 bedroom sleeps 4 people, 2 bedrooms sleep 6 people, and 2 bedrooms sleep 2 people. From the communal area there is access to 3 shared bathrooms, each with a sink, toilet and shower. There is a bathroom lobby area which includes a hand basin.

The hostel is predominantly used by group bookings. These include fitness boot camps, spiritual groups, retreat groups, schools, friend and family gatherings, young person groups such as scouts. During the year the hostel also has several book-a-bed events. At this time people can book a shared dorm bed or a private room, all using the shared kitchen and bathrooms.

The hostel also has a small wooden building that is used as an outdoor classroom which can be hired by the day. This is a single room, with an attached simple outdoor toilet. There is no running water or electricity to the building.

The hostel is accessed either via Ambergate train station or bus stops and public footpath, or via the hostel car park which is located in the woodland. Guests use wheelbarrows to porter belongings to and from the hostel.

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
Risk of transmission between guests	Guests sharing the hostel space.	The hostel is closed at present to group bookings. Re-opening will depend upon government advice and social distancing rules.	Not yet known as depends upon government advice. Re-opening will potentially be to family groups only due to social distancing and the shared living space of the hostel.	Kate Tuck	Assess on each government review	
Risk of transmission from myself to guests	Guests	<ul style="list-style-type: none"> • Wash hands before leaving home. • Wash hands on arrival, after using toilet, before and after eating, after coughing or sneezing. • Disinfectant of touch points as I exit the hostel – door handles and key safe. • Self-isolate as per government advice if I have any symptoms of Covid 19. This will mean asking another person to prepare 	<ul style="list-style-type: none"> • Inform guests of the actions taken to reduce risk of transmission. • Be transparent that I also work as a nurse with Covid 19 positive patients. 	Kate Tuck	July 2020	

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		the hostel for guests and clean after guests or cancelling bookings.				
Reduce risk of transmission from guests to myself	Myself	<ul style="list-style-type: none"> I will ask guests to strip bed linen and place in linen bag. Use a face mask when transferring linen into washing machine and wash hands afterwards. Guests remove their own rubbish from the hostel. I will wipe key touch points such as door handles on entry to the hostel after a booking. Regular handwashing when I remove gloves during cleaning the hostel. 	To review actions as per government advice	Kate Tuck	ongoing	
Contaminated surfaces	Guests, myself	<ul style="list-style-type: none"> The hostel will have the normal through clean after a booking. <i>See hostel cleaning checklist.</i> 	<ul style="list-style-type: none"> Need to establish if a specific time is required between bookings – it is 	Kate Tuck	Dependent upon government advice.	

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<p>Contaminated surfaces ontinuation</p>		<ul style="list-style-type: none"> • Hard surfaces will then be disinfected as per government guidelines of a solution with 1000 ppm available chlorine. • Lounge chairs will be steam cleaned • Mattress covers will be changed if soiled, but not at each changeover as they would be covered by the bedsheet. • In the long term the mattresses need replacing as many are torn, this is why covers are required. • Curtains will remain insitu and the main touch point area of the curtain can be steam cleaned. • Shower curtains and shower mats are changed at each changeover. • Bathroom towels are being replaced by paper towel dispensers. 	<p>understood that after 72 hours the risk of the virus being present on hard surfaces is minimal.</p> <ul style="list-style-type: none"> • Need to clarify if leaving the mattress covers on is an acceptable action, or if need to change mattress covers each changeover 	<p>Kate Tuck</p>	<p>July 2020</p>	

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<p>Contaminated surfaces continuation.</p>		<ul style="list-style-type: none"> • Bathroom swing bins are being replaced by pedal bins. • There are hand sanitizers by the front door, in the toilet lobby and in the woodland classroom toilet. • Hand soap is provided at each wash basin and in the kitchen. • Tea towels and shower mats are laundered at home using 60-degree wash cycle and same precautions as bed linen. • Remove items that are high risk of contamination such as books, craft materials, and games. Alternatively, I can bag and date the items and ask guests to leave out of the bag if used so I can clean them and place in a dated bag again. 				

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Contaminated surfaces continuation.		<ul style="list-style-type: none"> • Shower curtains are laundered at a lower temperature as per the washing label advice. • Use a steam cleaner to clean the flooring, rather than using the mop and bucket. • Provide groups with disinfected mop heads that are sealed in a dated bag. I am not going to provide new mop heads for each booking as this creates unnecessary landfill waste. 				
Contamination from the kitchen	Guests, myself from touching contaminated	<ul style="list-style-type: none"> • All crockery will need to be put through the dishwasher after a changeover. Due to the volume of items it will be necessary to hand wash some items – the hot water is very hot, use detergent and wash them up wearing gloves. Then air dry. 	<ul style="list-style-type: none"> • To review government advice and guidance as it is published 	Kate Tuck	ongoing	

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	kitchen items.	<ul style="list-style-type: none"> All surfaces will need to be cleaned and disinfected; work tops, cupboards, bins, cooker, extractor fan, fridge inside and out, microwave inside and out, freezer outside as no drawers inside, drawers, all items on worktops such as knife block, compost bin and dishwasher tablet box, soaps, windowsill. Remove items that increase likelihood of transmission – complimentary tea and coffee and biscuits. Keep the sugar, coffee and salt as these can be wiped down. 				
Maintaining social distancing	Guests	This is an unknown area at the moment. If the 2-metre rule remains in place but hospitality is allowed to re-open, then the hostel could only be used by family groups already sharing a house or in a 'bubble'.	<ul style="list-style-type: none"> This is under constant review based on latest government guidance. 	Kate Tuck	Ongoing	

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<p>Maintaining social distancing continuation</p>		<p>If the 2-metre rule is relaxed and groups of people are allowed to stay overnight, then the hostel could accept group bookings. Family bookings (share household or social bubble)</p> <ul style="list-style-type: none"> • No social distancing measures required. <p>Group bookings (do not share household or social bubble)</p> <ul style="list-style-type: none"> • Advise that the group allocate a bathroom to a shared bedroom (s) • A one-way system of entry and exit is not required, as it is possible to enter and exit the building separately. • Advise the group to regularly clean touch points in the hostel during the day. Provide the equipment to do this safely. 	<ul style="list-style-type: none"> • This is under constant review based on latest government guidance 	Kate Tuck	Ongoing	

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Maintaining social distancing continuation		<ul style="list-style-type: none"> Request that any individual who starts to feel unwell goes home and that they report this to myself, so I can follow government guidance on cleaning contaminated areas. Provide a separate information sheet before arrival of the above measures in place and recommendations to stay safe. 	<ul style="list-style-type: none"> This is under constant review based on latest government guidance. 	Kate Tuck	ongoing	
Contamination of woodland classroom surfaces.	Guests, myself	<ul style="list-style-type: none"> Apply same principles of handwashing when I access the woodland classroom to prepare it for a booking or to clean it after a booking. See cleaning checklist for classroom and outdoor toilet. 	<ul style="list-style-type: none"> Precautions in place should be adequate. 	Kate Tuck	n/a	
Contamination of outdoor toilet	Guests, myself	<ul style="list-style-type: none"> See cleaning checklist for outdoor toilet and woodland classroom. 	<ul style="list-style-type: none"> Precautions in place should be adequate 	Kate Tuck	n/a	

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		<ul style="list-style-type: none"> Apply same principles of hand washing before accessing the outdoor toilet, and after cleaning the area. 				
<p>Lack of handwashing facilities in the woodland classroom and outdoor toilet</p>	<p>Guests and myself from touching contaminated surfaces.</p>	<ul style="list-style-type: none"> A hand sanitizer dispenser is in place in the outdoor toilet. 	<ul style="list-style-type: none"> To provide hand gel in the woodland classroom until I can source a new dispenser (non available at present due to shortages) 	<p>Kate Tuck</p>	<p>When stock available</p>	