

Bungay WVGC Ltd.- Supplementary Risk Assessment for CV19-For Resumption of indoor bar service-17.05.21

Identify the Task	State the hazards and who might be at risk Give priority to the public, children and those with impairments, such as hearing/ sight issues	List the control measures	S	L	R	Further comments and actions
1 Course maintenance in areas where the public may be present, or where children may be	Transmission of CV19 virus via airborne droplets affecting fellow workers, the public, members, and visitors	<p>2 m Separation zone to be strictly observed. Surveys have identified where manning arrgts are incompatible with separation, and work of lower priority</p> <p>Lone working protocols to be introduced e.g. mobile phones, stop/ start messages to supervision</p> <p>Exclusion of periscopes and bins with tape barriers to exclude use. Handout for visitors requiring checks to confirm clear fairways at holes 9 and 18.</p> <p>All workers to wear cloth masks or CE marked dust masks, and gloves</p> <p>Separate welfare arrgts fpr workers, or time spacing to achieve separation. Provision of hand sanitising and adequate hand washing facilities</p>	4	1	4	S Cooper/ P Saunders to review compatibility of PPE, and effectiveness of precautions, at least weekly

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2 Catering and bar work	As above	<p>Al the above covered by tool box talk, and e mail to members</p> <p>Clubhouse bar will open for indoor and outside service, and all ordering will take place whilst seated inside, or by standing at service table outside. Serving drink and food outside will be done from a separate door, to ensure segregation, and avoid crowding/ queuing. All eating and drinking inside must take place whilst seated, and standing at the bar will be forbidden Access to inside seating area will be via main entrance, and access to outside seating will be via the exterior path, not the rear doors.</p> <p>There will be no access to the bar via the rear doors, which will be blocked by the service tables, as currently laid out.</p>	4	1	4	<p>Action-Board and S Cooper/ P Saunders for Tool Box Talk Further actions-The Board will encourage all concerned to get vaccinated a.s.a.p., and will review instant testing for staff etc., as testing kits become available. P Saunders will review EGA guidance as it becomes available.</p> <p>Bar staff will be retrained on the Arrangements and will sign the back of this RA to acknowledge the training. Action-R Thake</p> <p>The terminal and coffee machine will be cleaned with antiseptic wipes hourly, and members asked to use touchscreen with a pencil etc. and signed accordingly. Make spray and wipes available at screen table and monitor use-Action: R Thake</p> <p>Board will review all arrgts weekly, or as guidance changes</p> <p>Bar staff-Vaccination/ testing –see above</p>
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<p>3 Clubhouse and Changing Room access</p> <p>Track and Trace</p>		<p>The bar will have in and out doors, with appropriate partitioning.</p> <p>Access to coffee machine, and computer terminal will be via main entrance</p> <p>Seating plan to revert to previous compliant plan to ensure tables of up to 6, and achievement of social distancing</p> <p>Track and trace etc.- see 3 below</p> <p>All service of food/ drink will be on trays by staff who will wear masks</p> <p>Masks will be worn by drinkers to access toilets etc., as they enter the clubhouse.</p> <p>Signage to reflect the above and CV19 test and trace poster displayed- where it can be scanned without entering the clubhouse.</p> <p>Names and contact details for non-players and guests, and those without phones etc., will be recorded and managed appropriately, usually by reference to bookings and BRS, or by signing-in sheets.</p>	4	1	4	<p>Board to review effectiveness of precautions, at least weekly, and monitor compliance in all areas.</p> <p>Action: C Potter/ R Thake</p>
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5 Playing golf		<p>Enhanced cleaning and cleansing products for changing rooms and buggy store, and screen.</p> <p>Written instructions to Visitors and Societies, setting out procedures for changing-access to changing rooms, showers, toilets etc.</p> <p>Shared buggies will be permitted, and all buggies cleaned etc. immediately after return to pro-shop.</p> <p>Additional staff training on revised procedures.</p> <p>Active review by Board, and engagement with England Golf guidance on CV19 protocols</p> <p>Protocols will be sent to each member incorporating advice from England Golf- rakes removed, no ball sharing etc., putting with flagstick in hole</p> <p>All golfers instructed to avoid waiting on 1st tee etc., to comply with social distancing.</p>	4	1	4	<p>Action:C Potter</p> <p>Action:Board</p>
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<p>6 Board activities</p>		<p>Guidance on periscope removal at holes 9 and 18 sent to members-blind shots require look ahead to ensure nobody in range</p> <p>Review all the arrangements at least weekly</p> <p>Clubhouse, Bar and external tables, and Changing Rooms to be deep cleaned by cleaning contractor prior to 17-05-21.</p> <p>Board to review arrgts for future board meeting and possible EGM on booking rules</p>				<p>Action-Cleaning Contractor/ K Hind</p> <p>Action:Board</p>
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7 Cleaning		<p>All showers and taps to be run for 5 mins to minimise risks from Legionella, at least weekly.</p> <p>Disinfecting sprays, wipes to be used on tables etc. as per the written scheme of operation, and after deep cleaning Screens at pro-shop and foyer to be added to deep clean inventory</p>				<p>Action: R Thake/ S Cooper</p> <p>Action: R Thake</p> <p>Action: Cleaners</p> <p>R Thake to monitor supplies of cleaning agents and wipes for Clubhouse and Bar areas</p>
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Columns -S, L and R are to assign a risk rating “R”, Derived by giving a number from 1-5 for Severity and Likelihood- thus, S times L=R

Severity 1=minor injury, 2=first aid injury, 3=Lost time accident,4=Serious injury, fractures,5=Death.

Likelihood 1=Very unlikely, 2=Improbable, 3=Probable, 4=Very likely, 5=Inevitable