

Risk Assessment



NOTE: Before completing this risk assessment please see guidance notes towards the end of the document.

Date:	27 th November 2020
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Assessors Name:		Reference Number:	RA COVID-19 Demolition Sites	Review Date:	Ongoing – as per government guidance updates
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Endorsed By:	Ronnie Mould	Signature:	R Mould	Position:	SHE Director	Date:	27/11/2020
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Description of assessment	Coronavirus (COVID-19) Construction Sites
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Location Details	Demolition/Construction Sites, Higgins, Cherry Gardens School, Macks Road, SE16 3XU.
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Identified Hazards	Who may be affected	Risk Level before control measures S x L = R				Existing control measures	Additional Control measures required	To be actioned by	Completion date	Final Risk level S x L = R			
		S	L	R	RR					S	L	R	RR
COVID-19 General	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> A screening questionnaire to be issued to all employees to assess the risk of each individual. This is to be carried out prior to an employee returning to work for any reason that they've been off. Anyone who meets one of the following criteria must follow the Governments guidance on Self Isolation: <ul style="list-style-type: none"> Has a high temperature, loss / change in taste or smell or a new persistent cough? Is a vulnerable person (by virtue of their age, underlying health condition or clinical condition) Is living with someone in self-isolation or a vulnerable person. 	<ul style="list-style-type: none"> Due to the continuous changes please ensure you read the latest Guidance on self-isolation found via the Government website. Temperature readings to be taken on arrival to site and operatives monitored and findings recorded Screening questionnaire All persons entering site including visitors to wear a face covering. 	NED and site staff	15/10/2020	5	1	5	M

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COVID-19 Somebody showing Symptoms	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Return home immediately Avoid touching anything Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough, and sneeze into the crook of their elbow Follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed. Request that the individual be tested as per the test and trace guidelines If a positive test is given, assess all other employees who may have been in close contact with the individual for 15 minutes or over and then follow the current government self-isolation and test and trace guidelines Isolate the area/s that the individual has spent time in for 24 hours Following the 24-hour isolation of the areas, carry out a full deep clean of each area before any work re-commences within those areas 	<ul style="list-style-type: none"> All employees to download the new NHS app to track and trace the virus. Employees to stay at home if requested Ring 111 for advice Leave work immediately and return home, if they have been given a lift to work they will be taken home wearing a mask gloves and visor 	NED and site staff	15/10/2020	5	1	5	M

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Travelling to and from site Overnight Stays Catching and Spreading	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Where possible all workers should travel to site alone using their own transport. If workers have no option but to share transport: <ul style="list-style-type: none"> Journeys should be shared with the same individuals and with the minimum number of people at any one time not exceeding 6 people unless living together or part of a bubble Good ventilation (windows open), facing away from each other may help to reduce the risk of transmission The vehicle should be cleaned regularly using standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces. Employees should be advised to wear face coverings Workers should avoid public transport, however, where public transport is the only option for workers - Changing and staggering site opening hours to reduce congestion at peak times should be considered. Hand cleaning facilities to be provided at all entrances and exits for site. 	<ul style="list-style-type: none"> Emergency procedure to be reviewed and communicated on how someone taken ill would get home or to hospital Additional parking spaces may need to be added to site In line with the government guidance in regard to travelling on public transport, face coverings should be considered for shared vehicles. NED do not have any staff using public transport Parking area on site for all work vehicles and visitors Hand washing facilities are installed at the entrance to site with hand sanitisers Temperatures to be taken before entering company vans and recorded 	NED and site staff	15/10/2020	5	1	5	M

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Travelling to and from site Overnight Stays Catching and Spreading Continued	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Driving distances must be reasonable, as per the company driving policy, so that overnight stays are avoided. If overnight stays cannot be avoided the company must ensure that the accommodation provider meets the required social distancing guidelines and is COVID secure. 		NED and site staff	15/10/2020	5	1	5	M

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Driving Plant at Work Catching and Spreading	Drivers Plant Operators	5	3	15	H	<ul style="list-style-type: none"> Sharing of plant should be avoided where possible. Drivers must wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and exiting plant. Regularly clean the plant in between uses with standard cleaning products, with particular emphasis on handles and other surfaces which may be touched by other users. 		NED and site staff	15/10/2020	5	1	5	M



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Site Access Catching / Spreading	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Contact details to be obtained or NHS QR scanning poster used to retain details for test and trace purposes for visitors. Stop all non-essential visitors Start and finish times to be staggered to reduce congestion. Plenty of space to be available to ensure operatives are keeping 2 metres apart or 1 metre with extra precautions where 2 metre is not possible. This may include widening walkways, creating passing points or having one-way systems. Monitor site access points to enable social distancing – you may need to change the number of access points, either increase to reduce congestion or decrease to enable monitoring All entry systems which require skin contact i.e. fingerprint scanners should be cleaned between each use, sanitiser used before and after use or the system removed or disabled. All workers to wash and clean hands for 20 seconds before entering or leaving site. Regularly clean common contact surfaces in reception, office, access control and delivery areas e.g. turnstiles, screens, desks, particularly during peak flow times Reduce attendees at site inductions and consider holding outdoors. 	<ul style="list-style-type: none"> Consider arrangements for monitoring compliance. NED to follow safety operating procedures on site Hand washing facilities are installed at the entrance to site with hand sanitisers Site supervisor to sign all operatives in and out of site avoiding the need to touch pens etc. Temperature checks on arrival to site and recorded if not travelled in a company van. All persons entering site including visitors to wear a face covering, apart from when eating and drinking. 	NED and site staff	15/10/2020	5	1	5	M



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Welfare Facilities Catching / Spreading	Employees Client Public	5	3	15	H	Hand Washing <ul style="list-style-type: none"> Allow regular breaks to wash hands Provide additional hand washing facilities (e.g. pop ups) to the usual welfare facilities, particularly on a large spread out site or where there are significant numbers of personnel on site, including plant operators Ensure soap and fresh water is readily available and kept topped up at all times Provide hand sanitiser (minimum 60% alcohol based) where hand washing facilities are unavailable Regularly clean the hand washing facilities and check soap and sanitiser levels Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal. Toilet Facilities <ul style="list-style-type: none"> Restrict the number of people using toilet facilities at any one time (e.g. use a welfare attendant) and use signage, such as floor markings, to ensure 2 metre distance. Washing of hands before and after using the facilities. 	<ul style="list-style-type: none"> Sites will need extra supplies of soap, 60%+ alcohol-based hand sanitiser and paper towels and these should be securely stored Only one person in the toilets at a time, operatives to ask if any one is in the toilet and if there is wait until they have come out. In good weather a seating area will be created outside keeping 2m apart Break times will be staggered, but it is not NED intentions to have no more than 5-6 operatives on site at any one time One person at a time on a table in the welfare units unless the table is longer than 2m then 2 may be seated 	NED and site staff	15/10/2020	5	1	5	M



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Welfare Facilities Catching / Spreading Continued	Employees Client Public	5	3	15	H	Toilet Facilities continued <ul style="list-style-type: none"> Increase cleaning regime for toilet facilities particularly door handles, locks and toilet flush. Single person Portable toilets should be avoided where possible and larger Oasis units with running water considered. If this is not possible then these should be cleaned and emptied more frequently. Provide more bins for hand towels and regular removal and disposal. Canteens and Eating Arrangements <ul style="list-style-type: none"> Operatives should be asked to bring pre-prepared food and refillable drinking bottles Where there are no practical alternatives, workplace canteens may remain open to provide food to staff with appropriate adjustments for social distancing. Canteens should provide a takeaway service providing pre-prepared and wrapped food only. Introduce a means of keeping equipment clean between use, kettles, microwaves drinking fountains etc. Drinking water should be provided in bottles where possible. Crockery, utensils, cups etc. should not be used unless they are disposable or are washed and dried between use. 	<ul style="list-style-type: none"> Consider increasing the number or size of canteen facilities available on site if possible Payments should be taken by contactless card wherever possible Welfare attendants provided to supervise compliance with social distancing measures Employees are required to stay on site once they have entered it and avoid using local shops. In good weather a seating area will be created outside keeping 2m apart Break times will be staggered, but it is not NED intentions to have no more than 5-6 operatives on site at any one time 	NED and site staff	15/10/2020	5	1	5	M

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Welfare Facilities Catching / Spreading Continued	Employees Client Public	5	3	15	H	Canteens and Eating Arrangements continued <ul style="list-style-type: none"> Where food and drink is sold, customers will sit at a table to eat and drink. Break times should be staggered to reduce congestion and contact at all times Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by workers when entering and leaving the area. The capacity of each canteen or rest area should be clearly identified at the entry to each facility Workers should sit 2 metres apart from each other or 1 metre with extra precautions where 2 metres is not possible and avoid all contact All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines, and payment devices. All self-generated waste to be disposed of by individuals and not left for someone else to clear up 	<ul style="list-style-type: none"> Canteen staff should wash their hands often with soap and water for at least 20 seconds before and after handling food Canteen staff and workers may use rest areas if they apply the same social distancing measures One person at a time on a table in the welfare units unless the table is longer than 2m then 2 may be seated Face coverings must be worn in the welfare area apart from when eating and drinking 	NED and site staff	15/10/2020	5	1	5	M

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Welfare Facilities Catching / Spreading Continued	Employees Client Public	5	3	15	H	Changing Facilities, Showers and Drying Rooms <ul style="list-style-type: none"> Stagger start and finish times to reduce congestion and contact at all times Enhanced cleaning of all facilities throughout the day and at the end of each day Restrict the number of people using these facilities at any one time e.g. use a welfare attendant Consider increasing the number or size of facilities available on site if possible Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of 2 metres. Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal. Note that the Welfare Regulations must still be adhered to when dealing with the coronavirus issues.	<ul style="list-style-type: none"> Consider increasing the number or size of facilities on site to help maintain the social distancing rules Break times will be staggered, but it is not NED intentions to have no more than 5-6 operatives on site at any one time All wet clothes to be taken home at the end of the day, washed and brought back the next day, no wet clothes stored in the drying room over night. 	NED and site staff	15/10/2020	5	1	5	M

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Site Working Essential Close Working Within 2 metres or 1 metre with extra precautions where 2 metres is not possible Social Distancing Catching / Spreading	Employees Client Public	5	3	15	H	Where it is not possible to follow the 1 metre + precautions social distancing guidelines in full in relation to a particular activity (close contact), we will consider whether that activity needs to continue for the site to operate, and, if so implement the following controls reduce the risk of transmission: <ul style="list-style-type: none"> Minimise the frequency and time workers are within 1 metre of each other Minimise the number of workers involved in these tasks Workers should work side by side, or facing away from each other, rather than face to face Lower the worker capacity of lifts and hoists to reduce congestion and contact at all times Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc. Increase ventilation in enclosed spaces Workers should wash their hands before and after using any equipment 	<ul style="list-style-type: none"> Pop up hand wash stations should be considered throughout the site wherever possible. Face coverings should be considered for close proximity tasks. Regular cleaning of plant and equipment to be carried out throughout the day 1m plus rule working back to back, side by side. Wear face coverings Short durations not longer than 15 min. Face coverings to be worn at all times while on site 	NED and site staff	15/10/2020	5	1	5	M

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Site Working Essential Close Working Within 2 metres or 1 metre with extra precautions where 2 metres is not possible Social Distancing Catching / Spreading Continued	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Keep groups of workers that have to work within 1 metre of each other: <ul style="list-style-type: none"> Together in teams e.g. (do not change workers within teams). As small as possible Away from other workers where possible Where face to face working is essential to carry out a task when working within 1 metre plus of each other: <ul style="list-style-type: none"> Keep this to 15 minutes or less where possible. Consider introducing an enhanced authorisation process for these activities. Provide additional supervision to monitor and manage compliance Each activity should be risk assessed using the hierarchy of controls and against any sector-specific guidance, mindful that masks (RPE) are the last resort in the hierarchy Re-usable PPE should be thoroughly cleaned after use and not shared between workers Single use PPE should be disposed of so that it cannot be reused 	<ul style="list-style-type: none"> Pop up hand wash stations should be considered throughout the site wherever possible. Face coverings should be considered for close proximity tasks. Regular cleaning of plant and equipment to be carried out throughout the day 1m plus rule working back to back, side by side. Wear face coverings Short durations not longer than 15 min. 	NED and site staff	15/10/2020	5	1	5	M

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Site Working Essential Close Working Within 2 metres or 1 metre with extra precautions where 2 metres is not possible Social Distancing Catching / Spreading Continued	Employees Client Public	5	3	15	H	Where workers can distance themselves by 1 metre with extra precautions: <ul style="list-style-type: none"> Plan work to minimise interaction between workers. Minimise face to face contact. Keep groups of workers together and as small as possible to minimise the risk of transmission across the whole workforce e.g. maintain the same crew and shift pattern Re-usable PPE, e.g. eye protection, protective gloves and respiratory equipment, should be thoroughly cleaned after use and not shared between workers Single use PPE, e.g. dust masks and vinyl gloves, should be disposed of so that it cannot be reused Stairs should be used in preference to lifts or hoists Where lifts or hoists must be used - Lower their capacity to reduce congestion and contact at all times. Regularly clean touchpoints, doors, buttons etc. Increase ventilation in enclosed spaces 	<ul style="list-style-type: none"> Pop up hand wash stations should be considered throughout the site wherever possible. Face coverings should be considered for close proximity tasks. 	NED and site staff	15/10/2020	5	1	5	M



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Site Working Essential Close Working Within 2 metres or 1 metre with extra precautions where 2 metres is not possible Social Distancing Catching / Spreading Continued	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Regularly clean the inside of vehicle cabs and between use by different operators Staff should wash their hands before getting into enclosed machinery (such as diggers) with others and wash their hands every time they get out. Employees should keep the windows of enclosed machinery or enclosed spaces open for ventilation and be careful to avoid touching their face at all times. Only absolutely necessary meeting participants should attend Attendees should be 2 metres, or 1 metre with extra precautions where 2m is not possible Rooms should be well ventilated / windows opened to allow fresh air circulation 	<ul style="list-style-type: none"> Consider holding meetings in open areas where possible or using digital technology No meetings to be held indoors in enclosed spaces unless a safe 2m distance can be obtained Tables with screens installed for meetings If possible hold zoom meetings 	NED and site staff	15/10/2020	5	1	5	M

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Applying First Aid Catching / Spreading	Employees Client Public	5	3	15	H	<ul style="list-style-type: none"> Provide additional PPE for all first aiders, this should include face mask eye protection latex gloves and apron. Gloves apron and masks should be disposed of after use and eye protection cleaned. Limit access to first aid facilities to only trained first aid personnel and / or appointed person(s) First aiders must wash hands before and after using the first aid facilities or applying first aid Consideration must also be given to potential delays in emergency services response, due to the current pressure on resources Consider preventing or rescheduling high-risk work or providing additional competent first aid or trauma resources. 	<ul style="list-style-type: none"> Emergency plans including contact details should be kept up to date Refresher training on CPR during the pandemic should be refreshed. NED to follow first aid and emergency arrangements Emergency first aid PPE to be supplied including full face visors for persons giving first aid 	NED and site staff	15/10/2020	5	1	5	M

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Cleaning Catching / Spreading	Employees Client Public	5	3	15		<ul style="list-style-type: none"> Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points including: <ul style="list-style-type: none"> Taps and washing facilities Toilet flush and seats Door handles and push plates Handrails on staircases and corridors Lift and hoist controls Machinery and equipment controls Food preparation and eating surfaces Telephone equipment Keyboards, photocopiers and other office equipment Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day. The inside of cabs should be regularly cleaned, particularly between use by different operators. 	<ul style="list-style-type: none"> Reduce hot desking if possible, enforce clean desk policy Cleaning of welfare facilities and tools and equipment to be done before work and after breaks and at the end of the shift Face coverings to be worn while cleaning 	NED and site staff	15/10/2020	5	1	5	M

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Lack of awareness	Employees	5	3	15	H	<ul style="list-style-type: none"> The latest government campaign posters will be displayed in the welfare areas and in suitable places around site. Regular bulletins will be issued and where possible and safe to do so at an acceptable distance, toolbox talks and safety briefings will be carried out, warning employees of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. This will include informing personnel of the known symptoms and making them aware of new Government advice as and when updated. We will continually adopt and review new government / WHO guidance as and when it is available. 	<ul style="list-style-type: none"> Toolbox talks to be carried out daily on guidance and safe site operating procedures. Daily briefings at the start of every day 	NED and site staff	15/10/2020	5	1	5	M



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Vulnerable Groups 'Increased Risk' Employees	Employees	5	4	20	VH	<ul style="list-style-type: none"> Medical questionnaires are issued upon employment. Employees known to be at an increased risk of severe illness from coronavirus (COVID-19) to be particularly stringent in following social distancing measures. For employees with an underlying health condition, the government "strongly advises" that you work from home where possible. If your job isn't suitable for home working the employer will consider offering you furloughed, temporarily re-deployed to a role that would allow home working for the duration of this crisis, or undertake a risk assessment to identify any additional steps that need to take, such as re-allocating some duties or providing additional personal protective equipment. 	<ul style="list-style-type: none"> Reissue medical questionnaires to all employees and review. All NED operatives have fit for work medicals showing any medical condition, those that are vulnerable will not be on site or keep a social distance at all times. Operatives will have their temperatures taken on arrival to site. All persons including visitors to wear face coverings before entering site and while on site. 	NED and site staff	15/10/2020	5	1	5	M



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“at-risk” employees there are some clinical conditions which put people at even higher risk of severe illness from COVID-19	Employees	5	4	20	VH	<ul style="list-style-type: none"> There are some clinical conditions which put people at even higher risk of severe illness from COVID-19, These people may have received letters from the NHS to state that they must self-isolate for a specific time period. People falling into this group are those who may be at particular risk due to complex health problems. Employees must speak to their GP or care team if they have not been contacted and think they should have been. 	<ul style="list-style-type: none"> Reissue medical questionnaires to all employees and review. All NED operatives have fit for work medicals showing any medical condition, those that are vulnerable will not be on site. 	NED and site staff	15/10/2020	5	1	5	M

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Guidance Notes

SEVERITY	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	LIKELIHOOD					

LIKELIHOOD	
5	Almost Certain – Very High Risk
4	Probable – High Risk
3	50/50 – Medium Risk
2	Improbable – Low Risk
1	Almost impossible – Low Risk

SEVERITY	
5	Fatality – Very High Risk
4	Severe incapacity – High Risk
3	Absent 3 weeks – Medium Risk
2	Absent less than 1 day – Low Risk
1	Insignificant – Low Risk

1–4 LOW	5–9 MEDIUM	10–15 HIGH	16–25 VERY HIGH
Continue with existing control, however, monitor for changes. Implement any additional control measures required, within the timescales given in the risk assessment.	Requires attention to reduce the rating as well as regular ongoing monitoring. Implement any additional control measures required, within the timescales given in the risk assessment.	Requires immediate attention to bring the risk down to an acceptable level. Implement the control measures required, within the timescales given in the risk assessment and continue to review working practices to reduce the probability of an accident to the lowest possible level.	Stop immediately – the risk is too high. Take immediate action to reduce the risk to the lowest level possible.

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Additional comments:					
1. This risk assessment needs to be discussed with employees to ensure that they are fully aware of all control measures					
2. Employees are to sign an acknowledgement sheet for their understanding of this risk assessment					
3. The risk assessment is to be reviewed on an ongoing basis as per government guidance					
4. This risk assessment must be approved by the nominated person for health and safety before being issued as a live document					

Assessor 1 name:		Signature:		Date:	
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Assessor 2 name:		Signature:		Date:	
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I, the undersigned, have been fully briefed on this risk assessment and other control measures in place to reduce the risk of injury to the lowest possible level. I fully understand my duties as an employee, to follow the control measures in this risk assessment and the method statement.				
Employee name	Job description	Date	Employee comments/recommendations	Signature