

Details	
Group	LFH Hotels Limited
Site	LFH - The Ickworth
Title	COVID-19 Risk Assessments
Assessed By	Faye Kelly

Task	Completed date of assessment
COVID-19 Risk assessment 2 - Physical distancing	02-07-2020

COVID-19 Risk assessment 2 - Physical distancing

Hazards?

Infection spread by staff with symptoms of COVID-19

Infection spread by customers with COVID-19

Infection spread from surfaces and equipment infected with COVID-19

Who might be harmed and how?

Customers

Guests

Staff

Suppliers

Visitors

Members of the public

Controls in place

Tables and chairs will be set out to provide the current recommended gap between seated customers/groups inside and outside of the premises.

Where customers are required to queue to access the premises, the queuing area is to be identified and distance markers placed on the floor at 2 metre intervals (or no more than 1 metre if mitigating controls are set in place)

Door staff are to regulate the number of people within the building with a one in, one out rule to be operated when full occupancy capacity is reached

The occupancy level of the business is to be reviewed to allow for adequate physical distancing to be achieved and determined and a record of this number kept.

Signage is to be placed at the entrance door to advise customers of physical distancing rules within the premises

Where there is more than one point of access, doors will be designated for entry and exit. Consideration will be given to the safety of access and egress routes e.g. avoiding exiting onto busy main roads, unmade surfaces etc.

The layout of the floor will be adjusted and the number of tables and chairs within the premises reduced to allow for appropriate physical distancing to be achieved.

Signage shall be placed throughout the premises to remind customers of the need to maintain a physical gap to current recommended distances between social groups

Where physical distancing cannot easily be achieved then mitigating controls will be set in place to reduce the risk of face to face seating of different social groups e.g. tables layout, screens etc.

Additional controls required	Action by whom	Action by when	Completion date - comments
Completed date of assessment:	02-07-2020		
Review date	Person completing review	Reason (e.g. annual review, following accident, changes)	

Task: COVID-19 Risk assessment 2 - Physical distancing

Trained employees	Training date	Signature