

Site: Flesh and Buns Oxford Circus

Reopening Date 4 July 2020 Risk Assessment completed by: Lee

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid- 19 Coronavirus	Staff Guests to your premises Cleaners Contractors Drivers Anyone else who physically comes in contact with you in relation to your business	Hand Washing	Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. - 15 /30 min timer to remind staffs washing their hand, -poster around restaurant to remind staffs/guests washing hand regularly -handwashing facility and sanitiser station around the restaurant for staffs and guests to use -all staffs been train on food hygiene	MOD MOD GM GM GM	On going On going/4 july 2020 4 july 2020 On going / 4 july2020 4 july 2020	YES YES YES YES YES YES
			Also reminded to catch coughs and sneezes in tissues — Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Blue roll will be made available throughout the workplace.	MOD	4 july 2020	YES
			Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme (this is due to extra hand washing)	MOD	On going	YES
			To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice –	MOD	4 july 2020	YES



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	Rigorous checks will be carried out by line managers to			
	ensure that the necessary procedures are being followed.			
Cleaning				
	1hour cleaning checklist is completed daily and then			\ /50
Frequently cleaning and disinfecting objects	uploaded to flow- by manager on duty	MOD		YES
and surfaces that are touched regularly		MOD	On going	VEC
particularly in areas of high use such as door	Daily foh and boh cleaning checklists are completed	MOD	On going	YES
handles, light switches, waiting areas using		EVERYON	On going	YES
appropriate cleaning products and	Toilets are cleaned twice daily with cleaning surfaces every 2	E	on going	163
methods.	hours	_	On going	
	2 stage sanitising- retraining on flow		3 3	
	2 Stage Sanitising-Tetraining on now			YES
		EVERYON		. 20
		Е	On	
	Staff to be reminded on a daily basis of the importance of		going/4	
	social distancing both in the workplace and outside of it. Trail		july 2020	
Social Distancing	apps	MOD		YES
		MOD		
Social Distancing -Reducing the number of	Management checks to ensure this is adhered to.		On going/	
persons in any work area to comply with the			4 july 2020	
government advice 1m+ gap.	Shifts start and finish times are outside of rush hour times,		130.07 = 0 = 0	
	minimal staff on shifts. Only staff on shift to be on site.			YES
Taking steps to review work schedules	Skeleton rota, start time being adjusted to avoid peak hourr	GM		
including start & finish times/shift patterns	travel		On	
where possible.			going/4	YES
	Floor markings are in place through restaurant and kitchen		july 2020	ILS
Redesigning processes to ensure	to remind of social distancing.			
social distancing in place.	Witchen costinuo hava hava assistand to have 1 agrees	GM		
Conference calls to be used	Kitchen sections have been reviewed to have 1 person	GIVI	4 july 2020	
instead of face to face meetings.	working on each section at safe distance		4 july 2020	YES
Ensuring sufficient rest breaks	Staff changing room is 1 person at a time, staff breaks to be			
for staff.	taken in restaurant –poster on the changing room door	HC		
 Social distancing also to be 	taken in restaurant poster on the changing room door		4 july 2020	
adhered to in staff areas and	Where there are multiple toilets cubicles to be locked to	EVERYON	,	YES
smoking areas	reduce amount of people using them-toilet door open at all	Е		
	time, maximum 4 people at once			
			4 july 2020	
		MOD		YES
		MOD		



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		Removal of chairs and tables or marking them as not usable to reduce capacity		4 july 2020	YES
		Arrows to indicate flow of customers and staff on the floor.	GM		
		In and out flows in place, with doors and windows left open		4 july 2020	YES
		for ventilation-main door leave open	GM		YES
		Maximum number of people on site is established and	MOD	4 july 2020	YES
		monitored, capacity is not exceeded-120	MOD	On going	
		Walk in fridge only 1 person allowed access at a time – poster		On going	YES
		Limit access inside kitchen, bar-briefing and training,	EVERYON		YES
		Seating Strategy-wait to be seat, limited seating	E (50) (61)	On	
		Kitchen sections- divided up, working in safe distancer with ppe	EVERYON E	going/4 july 2020	YES
			HOST	On going/ 4 july 2020	\(\(\) \(\)
			HC	On going	YES
		Gloves to be changed in line with 15 minute timer or when necessary.		/4 july 2020	YES
	Wearing of Gloves	Staff to be reminded that wearing of gloves is not a		On going/	
l l	Where an employee wishes to wear gloves, an adequate supply of these will be	substitute for good hand washingvia training and briefing	EVERYON	4 july 2020	YES
I I	provided. Staff will be instructed on how to remove gloves carefully to reduce		E	On going/4	TLS
c	contamination and how to dispose of them safely.		MOD	july 2020	
		All staff issued with x2 face masks, and face shields are		On going/4	
	DDF	available upon request- Uniform issue form		july 2020	YES
	PPE				



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Plastic Aprons to be provided and changed regularly in kitchen	Allocated ppe bin for foh and boh/posted	GM		YES
Face coverings to be provided in a format i.e. bandana or face masks.		GM	4 july 2020	
Gloves available			4 july 2020	
Symptoms of Covid-19 If anyone becomes unwell with a new continuous cough or a high temperature in the workplace, they will be sent home and	Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation fourth engage in action, scaling up process on fourth engage Line managers will offer support to staff who are affected by	FLOW, HOSPITALI		YES
advised to follow the stay at home guidance. Line managers will maintain regular contact with staff members during this time.	Coronavirus or has a family member affected.	TY, HR	On going/4 july 2020	YES
If we are aware that a member of staff or public has developed Covid-19 and were recently on our premises, the management team may close the site in order to conduct a deep clean and referrals maybe made for employees to receive a Coronavirus test.			On going	
	Communicate with companies we deliver to/from to ensure welfare facilities will be available to our drivers. Allowing			



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	 <u>Drivers and deliveries</u>	delivery drivers adequate breaks to avail of proper welfare	 		i
		facilities. NO DRIVERS allowed into the kitchen when			ì
	Where social distancing is not possible,	collecting direct from kitchen.			ì
	drivers will wear masks and gloves in vans			YES	i
		Minimal cardboard is to be brought into kitchen- removed all			ı
		packing before storage			i
				VEC	i
		Allocated pick up point for Delivery driver to ensure social		YES	ì
		distancing			ì
			On going		ì
		Allocated Drop off point for delivery	on going	YES	ì
				123	ì
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			On going	YES	ì
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People	All vulnerable staff identified and risk assessment provided.	HR/GM	04/07/20	YES
Training to be provided on:	Where a staff member is living with someone who is shielding, additional guidance has been provided to	GM	04/07/20	YES
- Coronavirus symptoms and new procedures	employee.			
Keeping safe and secure Wellbeing Cleaning and Hygiene training	All Managers issued manager training	HR	04/07/20	YES
- Manager specific training on policies and H&S specific RIDDOR compliance	No employee will return to work unless their training has been completed –	HR/GM	ONGOING DUE TO FURLOUG	ONGOI NG
 Steps of service and providing service safely Using gloves in site safely Bone Daddies guide 			H	
Floor plans	Ensure staff understand how to work in areas that are high risk – for example areas around Bar	GM	ONGOING	
- Staff briefed on new floor plans and high risk areas specific 1 person only areas	Especially important in Kitchen – shout "back" where needed so employees know who is around them	GM	DUE TO FURLOUG H	
- Back to back working encouraged				YES
PPE	Instructions given for how to use PPE	GM	04/07/20	
- Washable masks provided	PPE bins placed in areas and staff told to use them for only PPE	GM	04/07/20	YES
Plastic aprons provided for all Back of House staff Uniforms to be provided where		GM		
necessary (i.e. BOH) to eliminate need for laundry services				
Mental Health	Encourage employees to stay in touch and use fourth as a way to keep employees engaged in the business but also up	HR/GM	ONGOING	
- EAP service advertised and briefed to employees	to date	HR/GM		



	Fourth Engage to be used as a way of				
	staying in touch				
	Staying in touch				
			GM		
			GI-1		
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