

Risk Assessment and Method Statement (RAMS)

Keeping Our Staff and Customers Safe During COVID-19

STOP – THINK – CHECK

This risk assessment attempts to cover most scenarios but cannot foresee every situation. STOP – THINK – CHECK reflects our approach to both general Health & Safety and COVID-19.

STOP – Before starting work, or entering a premises, stop and...
THINK – Think about the safest possible way (considering all applicable RAMS) to undertake the work. During COVID-19, this should also consider whether you could undertake the work without entering the premises. And if you're not sure..
CHECK – Asking for more advice from your line manager/key contact is not a waste of time.

Together we will we beat COVID-19, and we will stay safe together.



Kyle Williamson, Operations Director, 18th July 2021

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done?
Spread of Covid-19 Coronavirus	Our Staff/Subcontractors Other people on customer premises	<p>Lateral Flow Testing The company is encouraging all to undertake at home non-symptomatic rapid testing at home to avoid spreading COVID-19.</p> <p>National Vaccine Rollout We want to ensure employees can have a COVID-19 Vaccine when offered. We believe having a vaccination is a personal choice, and there will no consequences because of a choice not to do so. However, we do not want staff to feel unable to have the vaccination at a result of the risk of side effects having an impact on income or absence management.</p> <p>As a result, we are guaranteeing that staff will be able to take a reasonable amount (e.g.: up to 2hours) of paid time off for the purposes of attending a vaccination appointment.</p>		KW/NW	Continuously	N/A

		<p>Additionally, if staff are unwell following a COVID-19 vaccination, we will ensure they do not lose pay for up to 2 days of sickness following a vaccination appointment. Additionally, these 2 days will not count towards a staff member's Bradford Absence Score.</p> <p>Customer Mandated Procedures</p> <p>Comply with all onsite Customer Procedures where feasible to do so.</p> <p>Hand Washing Ask customer prior to entering the site what facilities are available for hand washing.</p> <p>If no suitable hand washing facilities will be available, staff should ask their key contact/line manager for gel sanitisers.</p> <p>Stringent hand washing taking place as per NHS Guidance - https://www.nhs.uk/livewell/healthy-body/best-way-to-wash-your-hands/</p>	<p>If there is a conflict between the advice given by customers and our procedures, follow the more stringent controls. If you are not sure – CHECK.</p> <p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of</p>			
--	--	---	--	--	--	--

		<p>Drying of hands with disposable paper towels.</p> <p>Staff encouraged to protect the skin by applying emollient cream regularly</p> <p>Cleaning</p> <p>In onsite work situations, the responsibility for cleaning is the owner/manager of the premises, however, if we are likely to come into contact with surfaces, we need to ensure that these surfaces are regularly cleaned (either by ourselves or by the building management) with suitable products.</p> <p>Continuous hand washing Asking staff to face away from each other, as much as possible (but without endangering other RAMS.</p>	<p>proper drying with disposable towels. 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.</p> <p>If our operative feels it is necessary, request risk assessment from owner/manager of the building. If belief that no procedure is in place or procedure is not being followed, do not enter/leave building.</p>			
--	--	--	---	--	--	--

		<p>Face Coverings & Gloves Face Coverings are NOT PPE and are not a replacement for correct PPE where RAMS suggest it is necessary.</p> <p>In line with current government guidance, the wearing of face coverings is a matter of personal responsibility, and we fully support employees to make their own decisions in this regard.</p> <p>Employees should not use Face Coverings where it will put other health at risk, such as physical work causing body temperatures to rise beyond safe levels.</p> <p>PPE Correct PPE should continue to be used as per existing RAMS, but following the additional HSE guidance measure in respect of face-fit testing during the pandemic.</p> <p>Symptoms of Covid-19 Prior to entering any domestic premises, we will undertake to understand if any person who is in, or has recently been in the</p>	<p>Staff are to be reminded that the wearing of gloves is not a substitute for good hand hygiene.</p> <p>We will seek further guidance from Public Health England (PHE) in</p>			
--	--	--	--	--	--	--

		<p>premises, has displayed symptoms of COVID-19. If the answer is Yes, we will not enter the premises unless the work to be undertaken is essential. If anyone becomes unwell with a new continuous cough or a high temperature on a customer site, they will be sent home and advised to follow the stay-at-home guidance and we will book a COVID-19 test for that individual. Line managers will maintain regular contact with staff members during this time. If advised that a member of staff or public has developed Covid-19 and were recently in contact with one of our staff or subcontractors, the management team will contact Public Health England to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken</p> <p>Mental Health Management will promote mental health & wellbeing awareness to staff during the Coronavirus</p>	<p>cases where the work required is essential.</p> <p>Regular communication of mental health information and</p>			
--	--	---	--	--	--	--

		<p>outbreak and will offer whatever support they can to help.</p> <p>NHS Contact App & Self Isolation</p> <p>Due to the nature of the buildings, we operate in, the NHS Contact App may invertedly flag a close contact [such as on a floor above or below, or in another room] and therefore we are instructing all employees to turn this App off whilst at work.</p> <p>The company has a legal obligation to not allow employees to work onsite who have been instructed to isolate by NHS Track and Trace. From 16th August 2021, if an employee is instructed to isolate and is able to be exempted as a result of completed a full course of vaccination, we will require proof of the same to allow the employee to return to onsite work.</p>	<p>open-door policy for those who need additional support</p>			
--	--	--	---	--	--	--