


Task	Dangers of Catching Coronavirus (Covid 19) UPDATED 19 <sup>th</sup> July 2021	Assessment No.	RA-C25U	Date:	19.07.2021	Review Date:	16.08.2021
Site	Nurture Group	Assessed By	Robin Jackson	Signed by			

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
All work Locations	Catching Coronavirus	Operative All in vicinity	S 5	L 4	RV 20	<p>Follow Social Distancing recommendations when @ work. Wherever possible plan works to ensure that you maintain a social distance between each other</p> <p><b>Ensure you follow basic hygiene procedures by washing your hands frequently using soap and water for 20 seconds, and especially after blowing your nose, sneezing or coughing, on arrival at work, before and after eating, after using public transport and when you arrive home. Where facilities to wash hands are not available alcohol, based hand sanitiser should be used.</b></p> <p>Regular business briefs produced reminding you all to wash hands on a regular basis using soap &amp; running water</p> <p>Wear your gloves at all times when working to reduce cross contamination of tools &amp; equipment but remember to wash hands thoroughly when gloves are removed. Avoid touching your face, nose, mouth &amp; eyes with hands / gloves.</p> <p><b>YOU must Stay at home &amp; immediately organize a Covid test if you have either:</b></p> <ul style="list-style-type: none"> <li>• A high temperature – this means you feel hot to touch on your chest or back</li> <li>• A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li> <li>• A loss or change to your sense of smell or taste – this means you’ve noticed you cannot smell or taste anything, or things smell or taste different to normal</li> </ul> <p>You must also implement the governments track &amp; trace procedures</p> <ul style="list-style-type: none"> <li>• order a test immediately at <a href="http://www.nhs.uk/coronavirus">www.nhs.uk/coronavirus</a> or call 119 if you have no internet access</li> <li>• If your test is positive, you must complete the remainder of your 10-day self-isolation. Anyone in your household must also complete self-isolation for <b>10 days</b> from when you started having symptoms. If your test is negative, you and other household members no longer need to self-isolate</li> <li>• if you test positive for coronavirus, the NHS test and trace service will send you a text or email alert or call you with instructions of how to share details of people with whom you have had close, recent contact and places you have visited. It is important that you respond as soon as possible so that we can give appropriate advice to those who need it. You will be told to do this online via a secure website or you will be called by one of NHS contract tracer team.</li> </ul> <p>Compliance team to monitor government directives &amp; then review this assessment where required following introductions of other required control measures.</p> <p>In the workplace, practice good personal hygiene measures – use a disposable tissue to control coughs/sneezes, dispose of it immediately in and wash your hands with soap &amp; water on a regular basis and especially before eating, drinking etc. Where possible avoid entering client buildings unless for toilet / wash facilities and ensure you wash hands before leaving the building.</p> <p>We recommend that you have the covid vaccine asap when you become eligible to receive it</p>	S 5	L 2	RV 10

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
			S	L	RV		S	L	RV
All Work Locations	Employee showing Symptoms at work	Operative All in vicinity	5	4	20	<p>YOU <b>MUST</b> report immediately any symptoms you notice when in the workplace.</p> <p>Where an individual at work reports that they are showing any of the symptoms of Covid-19, the following procedure will take place.</p> <ul style="list-style-type: none"> <li>• <b>Isolate the individual:</b> the individual showing the symptoms <b>MUST</b> be sent home immediately. If the individual is not a car driver they must be isolated from others in the workplace until they can be picked up.</li> <li>• <b>Provide a mask/face covering:</b> provide the individual with a face mask or face covering. If they have their own, ask them to put on their mask or face covering.</li> <li>• <b>Welfare facilities:</b> do not allow the individual to use welfare facilities such as kitchen facilities. If the use of a toilet is required, try to use facilities that can be separated from other users. Once used, isolate the facility and arrange for it to be cleaned.</li> <li>• <b>Travel home:</b> individuals with symptoms should avoid the use of public transport where possible. For example, if possible a relative or other person in their household should collect them from work in a private vehicle.</li> <li>• <b>Test for Covid-19:</b> instruct the individual to arrange for a free Covid-19 test to be undertaken as soon as possible. Further information on testing can be found on the NHS website. Get a coronavirus test by visiting <a href="http://www.nhs.uk/get-coronavirus-test">http://www.nhs.uk/get-coronavirus-test</a> If they do not have access to the internet, they can get a test by phoning 119</li> <li>• <b>Communicate:</b> maintain communication with the individual and provide information as necessary.</li> </ul> <p>Note: Any operational staff member out on site showing symptoms should make their way home immediately from their location and inform their manager of their symptoms</p> <p><b>NOTIFY</b> your client that we have a potentially infected person who has visited their site Local Management to inform responsible Nurture Compliance Team member who will if required will co-ordinate with the local health protection team</p> <p><b>Midland Division - Damien Milbourne, North Division – Robin Jackson, South Division – Bill Davidson</b></p>	5	2	10
Infected member of Staff	Contamination of Virus	All in vicinity	5	4	20	<p>If you come into direct contact with anyone with Coronavirus contact the online NHS111 service &amp; follow advice given. If you suspect someone is showing signs of coronavirus notify your manager immediately who will manage the situation and insist the person is sent home.</p> <p>Employees should stay at home and self-isolate when any of the following criteria are met:</p> <ul style="list-style-type: none"> <li>• they have any symptoms of coronavirus</li> <li>• they have tested positive for coronavirus</li> <li>• they live with someone who has symptoms or has tested positive</li> <li>• they have been told by NHS Test and Trace that they have been in contact with person who has coronavirus.</li> </ul> <p>Further information can be found on the NHS website.</p> <p>You only need to stay away from public places (self-isolate) if advised to by the 111 online coronavirus service or a medical professional. Public Health notified &amp; all actions required completed. Self-isolation of all people who have been in direct contact with the infected person. Deep Clean of work areas to take place before others exposed to that work area.</p> <p>Follow all procedures listed within the Managing a confirmed covid outbreak in the office listed above</p>	5	2	10

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
Use of a Company Van	Catching Coronavirus	Operative All in Vicinity Other road users	5	4	20	<p><b>All seats can be utilised within any company vehicle. Where possible teams remain the same throughout. Windows are kept open to enable good ventilation, Wipe all van cab surfaces with sanitizer on a regular basis, Hand sanitiser provided in each van for teams usage</b></p> <p>You must be careful to avoid touching your face @ all times</p> <p>On leaving the van ensure hands are washed for at least 20 seconds with soap &amp; water or where not possible apply alcohol based hand sanitiser.</p> <p>Prior to start of each day both occupants to confirm them or no member of their households have <b>NO</b> symptoms of Coronavirus showing no matter how mild.</p> <p>The team should be made up of the same people at all times. – Avoid mixing teams</p> <p>We Encourage YOU all to have Covid jabs when you become eligible</p>	5	2	10
Working within a mobile team	Catching Coronavirus	Operative All in Vicinity	5	4	20	<p>Ensure hand sanitiser is available in all vans at all times</p> <p>Where on site washing facilities are not available, use hand sanitizer gels or anti-bac/anti-virus wipes</p> <p>Mobile team should be a fixed team and where possible maintain a social distance between themselves</p> <p>All lone working mobile teams <b>MUST</b> ensure they carry a phone at all times</p> <p>Ensure gloves are worn at all times when using machinery &amp; equipment</p> <p>When handing over the vehicle and machinery, a full sanitization to be carried out on dashboard, handles, steering wheels, and all machinery handles etc. where practicable.</p> <p>You <b>MUST</b> adhere to any extra covid controls that individual clients have in place on your worksites</p>	5	2	10
Working on a static Site	Catching Coronavirus	Operative All in vicinity	5	4	20	<p>Ensure all of the team on site are aware to maintain a social distance when in enclosed areas.</p> <p>Reduce interaction with non-essential members of the on-site team and members of the public.</p> <p>Ensure gloves are worn at all times when using machinery &amp; equipment</p> <p>Ensure that you stand aside and let others pass at congestion points like gates &amp; doors</p> <p>We encourage all to have the covid jabs as soon as you become eligible</p> <p>You <b>MUST</b> adhere to any extra covid controls that individual clients have in place on your worksites</p>	5	2	10
Working in Office environment	Catching Coronavirus	Operative All in Vicinity	5	4	20	<p>All Nurture offices have social distancing mitigations installed to ensure a safe working environment is provided. Each office has a temperature testing station in place.</p> <p><b>We encourage all to continue taking the test before entry to any building.</b> If temperature is above 37.8 C then you <b>MUST</b> leave the premises immediately.</p> <p>Individual desk segregation installed where possible using Perspex screens on desk pods.</p> <p>All desks to be kept as clean &amp; tidy as possible to enable regular daily cleaning</p> <p>Clean and disinfect regularly touched objects and surfaces using your regular cleaning products to reduce the risk of passing the infection on to other people.</p> <p>All communal office surfaces to be disinfected as part of daily cleaning routine to include</p> <ul style="list-style-type: none"> <li>• All Door Handles</li> <li>• Photocopier &amp; other office equipment</li> <li>• All cupboard Handles &amp; Doors</li> <li>• Toilet &amp; Kitchen facilities &amp; Equipment</li> <li>• Temperature Testing Station</li> </ul> <p>Hand sanitiser &amp; Hand wipes supplied for personal use</p> <p>Wash your hands thoroughly before using any kitchen facility, or before making tea / coffee</p> <p>After using any kitchen equipment make sure, you wash your hands thoroughly.</p> <p>Wash hands after visiting toilet facilities</p> <p>Office based team members advised to complete Home Lateral Flow test twice per week &amp; report results to NHS</p>	5	2	10

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			5	4	20		5	2	10
Lone Working	Injury from tasks, Medical Emergency	Operative All in vicinity	5	4	20	Where possible work on areas of the site where others can see you (maintaining a suitable social distance from others). Ensure you have a Mobile phone. No lone working for people under 18 years of age. You should only to work on site when others present on site unless extra controls on site-specific risk assessment. Managers / Supervisors to manage any lone working on sites. You must make regular checks of colleagues. All lone working mobile teams <b>MUST</b> ensure they carry a phone at all times. Some hazardous tasks deemed no lone working allowed refer to site-specific risk assessment to find out site tasks where no lone working must occur. E.g. working @ height, working in confined spaces, working near waterways or electrical stations. No use of Chainsaw, Chipper, MEWP or other dangerous equipment when lone working	5	2	10
Site operations	Sites with confirmed Contamination areas	Operative All in vicinity	5	5	25	Ensure we follow the latest public health England advice & where possible we will <b>NOT</b> attend the infected site unless deemed safe under guidelines from Public Health England. Do <b>NOT</b> enter any exclusion zones - Sites with confirmed cases of coronavirus will have to follow advice from public health & you <b>MUST</b> follow all restrictions that are introduced on an individual site. Do NOT enter any contaminated buildings. Use client buildings only where necessary & ensure you wash hands when leaving any building. Follow all on site control measures in place at all ties	5	1	5
Bin Emptying & Litter Picking	Catching Covid 19	Operative	5	4	20	Ensure that you are wearing all the required PPE. Work boots, Gloves – which have a non-absorbent outer surface, and some puncture resistance. Safety Glasses to avoid any splash to eyes, Long trousers & ensure arms are covered. (NO short sleeved shirts). Ensure all cuts, burns & sores are covered – Pay extra attention to any open wounds Pre works always check that your litter picker works properly & will pick up all items of litter efficiently Ensure where possible ALL bins have liners installed If picking directly into a bag use a bag loop to keep the bag open NEVER pick up litter with your bare hands – use litter pickers – even when emptying over full bins Do not overload the bag – ensure you can tie it up without rubbing against the litter Never have the bag against your front, your legs or over your shoulder Where possible empty bins more often before they become too full – If over full use litter pickers to pick out litter before attempting to empty the bin. At ALL times avoid touching your eyes, mouth, face when working If you have to blow your nose – take off your gloves and clean your hands before and after doing so Carry a means of cleaning your hands (wipes, sanitizer or water container with tap & soap dispenser) Clean tools regularly, and the areas where they are stored. Do not put litter pickers in the cab of your vehicle, try and keep the vehicle cab as a clean area and the vehicle back as the 'dirty' area – but clean both regularly Wash hands when finished, always ensure washed prior to eating, drinking or smoking. Take care when cleaning off any equipment – splash back could infect	5	1	5
Entering Gated areas in residential contracts	Catching Covid 19	Operative	5	3	15	Take care when entering gated areas – Wear your plastic coated gloves at all times. At these times buzzers not used as much as no visitors & residents have keys. Pre plan visits with clients to ensure gates left unlocked where possible Ensure that you stand aside and let others pass at congestion points like gates & doors <b>NEVER</b> enter any property – if only access to garden is through a house – we <b>MUST</b> notify client & stop works. Also do not enter individual gardens if residents are in the garden & will not go inside notify your manger Wash hands on a regular basis	5	1	5

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Meetings & Gatherings	Contamination of Virus	Operatives All in Vicinity	5	4	20	Where possible avoid meeting in large groups. Meetings set up to enable attendees to maintain a good social distance & personal space Where possible avoid meetings in different regions / offices - Use Microsoft Team to complete meetings where required Depots managed to avoid groups of gardeners congregating. Stagger start times to minimise business risk and reduce risk of cross team contamination. Washing facilities provided & alcohol based Gels &/or Wipes provided in meeting rooms	5	1	5
Depot Infection	Contamination of Virus Business Risk	Operatives All visitors	5	4	20	Clean and disinfect regularly touched objects and surfaces using your regular cleaning products as part of the daily cleaning regime to reduce the risk of passing the infection on to other people. Wash your hands thoroughly before using any kitchen facility, or before making tea / coffee After using any kitchen equipment make sure, you wash your hands thoroughly. Wash hands after visiting toilet facilities If contaminated the Company Business Continuity Plan is activated. Alternative office / depot management procedures will be followed. Ensure all actions from Public Health UK is completed. Full deep clean will take place prior to site being brought back into use within the business	5	1	5
Kitchen & Toilet facilities	Contamination of Virus	Operatives All users	5	4	20	Users reminded to remain aware of others personal space and keeping appropriate safe distances from your colleagues Congregating/socialising where possible should be avoided in the kitchen areas. Following toilet usage wash hands thoroughly with soap & water. Dry hands thoroughly. Use toilet paper as a protection to turn taps off after washing, handling flush & opening applying door locks. This is then disposed in the toilet bowl. All tissues are used and flushed, hands sanitised upon re-entry to office area	5	2	10
Vulnerable People	Contamination of virus	Operatives	5	4	20	People over <b>70</b> & people with other ailments e.g. Heart issues; chronic lung disease, diabetics etc. are most at risk from serious consequences of exposure & plan teams to avoid exposing these people to colds/flu's etc. Ensure all aware of potential that in severe cases the virus could develop into Pneumonia Ensure PIF information is up to date around all vulnerable people. Any sign of symptoms of coronavirus you must not attend work & self-isolate & follow advice given. Plan works to ensure this group of people are kept away from other team members with common colds.	5	2	10
Staff Member contacted by Track & Trace	Contamination of Virus	All in Vicinity	5	4	20	Anyone contacted as part of the NHS Test & Trace process MUST follow all advice given & where required MUST NOT attend any work site & follow required isolation procedure <b>ISOLATE:</b> you will be told to begin self-isolation for 10 days from your last contact with the person who has tested positive. It is really important to do this even if you don't feel unwell because, if you have been infected, you could become infectious to others at any point up to 10 days. Your household doesn't need to self-isolate with you, if you do not have symptoms, but they must take extra care to follow the guidance on social distancing and handwashing and avoid contact with you at home <b>TEST if needed:</b> if you develop symptoms of coronavirus, other members of your household must self-isolate immediately at home for 10 days and you must book a test at <a href="http://www.nhs.uk/coronavirus">www.nhs.uk/coronavirus</a> or call 119 if you have no internet access. If your test is positive, you must continue to stay at home for at least 10 days and we will get in touch to ask about your contacts since they must self-isolate. If your test is negative, you must still complete your 10-day self-isolation period because the virus may not be detectable yet - this is crucial to avoid unknowingly spreading the virus.	5	2	10

Hazard	Specific Risk	Who is at risk	Assessment Pre Controls			Control Measures in place	Assessment Post Controls		
			S	L	RV		S	L	RV
Use of hand tools & equipment	Cross contamination	Operative	5	3	15	Designate equipment to individuals or teams, reducing cross contamination. Ensure equipment is cleaned after use. All operatives to wear gloves at all times. All advised to wash hands with soap & water after using equipment & before eating, drinking or smoking. PPE worn. Pedestrian Mowers and other powered equipment to be loaded / unloaded from vans by means of ramps to ensure good social distance is maintained when loading / offloading equipment. Litter pickers & after emptying bins you must wash hands once works completed & before eating, drinking or smoking	5	1	5
Working with Colleagues with Colds	Catching Cold Risk of Coronavirus	Operative All in vicinity	5	3	15	Business Briefs used to educate teams re symptoms of this virus. Closely monitor colds – If symptoms of coronavirus (New continuous cough or a high temperature,) shown individual should not attend work and self-isolate and MUST follow advice given by them Book a test asap via NHS.uk/coronavirus or call 119 Only contact NHS 111 online if <ul style="list-style-type: none"> <li>• you feel you cannot cope with your symptoms</li> <li>• your condition gets worse</li> <li>• your symptoms do not get better after 7 days.</li> </ul> Person with cold must carry tissues and use them to catch coughs & sneezes then bin the tissue. Wash hands on a regular basis with soap & water. If you have any concerns notify your supervisor / manager Ensure mobile teams have alcohol-based gel or wipes available. Maintain social distancing recommended distance of being at least 1m away from colleagues who are coughing / sneezing. Employees showing signs of flu symptoms will be sent home to reduce potential of spread	5	1	5
Employees returning from contaminated areas	Catching Coronavirus	Operatives All in Vicinity	5	4	20	Individuals will not be allowed to return to their workplace until they fully comply with current entry rules into the UK If you're travelling to UK, what you need to do depends on where you have been in the 10 days before you arrive. If you have been in a country or territory on the: <ul style="list-style-type: none"> <li>•green list - you must take a coronavirus (COVID-19) test on or before day 2</li> <li>•amber list - you must quarantine in the place you're staying and take 2 COVID-19 tests</li> <li>•red list - you must quarantine in a hotel and take 2 COVID-19 tests</li> </ul> You must follow the red list rules if you arrive in England either: <ul style="list-style-type: none"> <li>•directly from a red list country</li> <li>•from a red list country via a green or amber list country, if you've spent less than 10 full days outside the red list country</li> </ul> The day you arrive in the green or amber list country and the day you arrive in England do not count towards the 10 full days.	5	2	10
Waste from an infected person	Contamination from virus	All in vicinity All who handle waste	5	4	20	Personal waste from individuals with symptoms of COVID-19 and waste from cleaning of areas where they have been (including PPE, disposable cloths and used tissues): <ol style="list-style-type: none"> <li>1. Should be put in a plastic rubbish bag and tied when full</li> <li>2. The plastic bag should then be placed in a second bin bag and tied</li> <li>3. This should be put in a suitable and secure place and marked for storage until the individual's test results are known</li> </ol> This waste should be stored safely and kept away from children. It should not be placed in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours. If the individual tests negative, this can be put indisposed of immediately with the normal waste. If COVID-19 is confirmed this waste should be stored for at least 72 hours before disposal with normal waste.	5	1	5

Hazard Severity & Likelihood		Severity (S) X Likelihood (L) = Risk Value (RV)	No Action Required		Monitor Task				Action Required				Urgent Action Required		Stop work	
Severity	Likelihood		1	2	3	4	5	6	8	9	10	12	15	16	20	25
1. Negligible – No Injury	1. Very Unlikely (1 in 10000)															
2. Slight – Minor Injury	2. Unlikely (1 in 1000)															
3. Moderate – Lost time Injury	3. Fairly Likely (1 in 100)															
4. High – More than 3 days injury	4. Likely (1 in 10)															
5. Very High – Death	5. Very Likely (1 in 1 – Almost Certain)															

PPE Requirements					Additional Equipment / Training	
Safety Boots (BS EN 397)	Gloves (BSEN 388)	Eye Protection (BSEN 166)				
						<p><b>Awareness &amp; symptoms of coronavirus via business briefs</b></p> <p><b>Alcohol based Hand Wipes or gel provided</b></p> <p><b>The importance of hand washing and good personal hygiene, therefore, cannot be overemphasized.</b></p>

Operative to sign to certify they have read and understood the above risk assessment and control measures											
Print Name		Signed		Date		Print Name		Signed		Date	
Print Name		Signed		Date		Print Name		Signed		Date	
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