

SEVERITY

H&S	No Injury	Slight	Minor	Serious	Major
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RISK RANKING		
1 - 5	MINOR RISK	MONITORING REQUIRED
6 - 15	SIGNIFICANT RISK	LOOK TO IMPROVE / REDUCTION OF RISK REQUIRED
16 - 25	MAJOR RISK	STOP PROCESS - TAKE IMMEDIATE ACTION

Doc Ref: HSF001	Health and Safety Risk Assessment Template	 
Date: 02/01/19	PUBLIC TOILET OPERATIONS DURING CORONAVIRUS (COVID-19) CRISIS	
Version: 1.0		
Author: Martyn Bradley		

Date of Assessment: 17.06.20

Risk Assessment Number: TRA031

Assessor(s): Martyn Bradley / Julie Heyes

Review Date: 30.09.20

Person(s) at Risk: Employees, Contractors, Members of the Public

Hazard		Current Controls	Initial Risk			Additional Controls	Residual Risk		
Hazard Description	Hazard Effect	Operational Controls	Severity	Likelihood	Ranking	Operational Controls	Severity	Likelihood	Ranking
Transmission of Coronavirus (COVID-19)	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>During the cleaning period members of the public are to be excluded from the toilets by a barrier system</p> <p>Toilets closed sign available and to be displayed at all times during the cleaning process</p> <p>Only one member of staff to clean toilets at any one time</p> <p>Hand washing facilities are available always</p> <p>The minimum PPE to be worn for cleaning an area where a person with possible or confirmed coronavirus (COVID-19) is disposable gloves and an apron</p>	5	5	25	<p>Cleaning supplies to be kept in good stock with appropriate chemicals and equipment available for use at all time</p> <p>Cleaning regimes will have to be increased, it must be assumed that COVID-19 is always present as we would be unaware of who will be visiting and using the facilities</p> <p>Distinct lack of resources to allow for a staff member to be in constant attendance for cleaning purposes as well as unable to monitor and control essential social distancing measures</p>	5	1	5

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Transmission of Coronavirus (COVID-19)	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>Hands should be washed with soap and water for 20 seconds after all PPE has been removed</p> <p>PPE available e.g. nitrile gloves, disposable aprons. Face shields and masks</p> <p>Litter pickers are available, and staff advised to not handle any discarded items</p> <p>Suitable disinfectant available</p> <p>Staff competent in the use, storage and decanting of cleaning chemicals</p> <p>Safe method of work for toilets produced including guidance on safe cleaning practices provided by government</p> <p>Body fluid spill kit available</p>	5	5	25	See above for additional controls	5	1	5

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Transmission of Coronavirus (COVID-19)	Coronavirus presents with flu-like symptoms including a fever, a cough, or difficulty breathing, which can lead to significant illness or death	<p>Safe disposal of PPE once used. Items used in cleaning process needs to be disposed of AFTER a 72 hour period to minimise risk of contamination Waste should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied</p> <p>Staff have received clear and detailed instruction on the safe cleaning of toilets</p> <p>Evidence of area heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (COVID-19), use protection for the eyes, mouth and nose, as well as wearing gloves and an apron</p> <p>Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings</p>	5	5	25	See above for additional controls	5	1	5

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Manual handling	Risk of developing acute or chronic muscular skeletal injuries, sprains, strains etc.	<p>Staff have received training in manual handling</p> <p>Cleaner stores are situated close to the toilets</p> <p>Large mop buckets are on wheels</p> <p>Cleaning aids are used to limit lifting, carrying and bending</p>	5	1	5	No additional controls required	5	1	5
Contact with chemicals and substances	Risk of burns to the skins, or systemic problems as a result of inhalation, injection or ingestion	<p>All chemicals have been subject to a separate COSHH risk assessment process</p> <p>Bleach, diluted as per the label, is used in the cleaning process</p> <p>PPE is available and worn</p> <p>Staff using chemicals are competent in regard to use, storage, transport and decanting of chemicals</p> <p>Ensure that there is good ventilation when using chemicals</p>	5	1	5	No additional controls required	5	1	5

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Contact with bodily fluids	Risk of systemic problems as a result of inhalation, injection or ingestion	<p>Toilet is visually checked prior to cleaning</p> <p>Toilets have sanitary bins that are emptied by a third-party contractor, bins are sealed</p> <p>Clinical waste bin is available in the disabled toilets and baby changing room and are emptied by a third-party contractor</p> <p>Spill kit on site and available to staff to use</p> <p>Sharps boxes and litter collectors available</p> <p>Litter isn't collected bodily, lifted by loose top and disposed of correctly in appropriate receptacle</p> <p>Staff have received instruction in the cleaning of toilets</p> <p>Any injury / near miss to be reported to line manager immediately</p>	5	1	5	No additional controls required	5	1	5

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Locked in / Automated locking systems (where applicable)	Risk of anxiety / stress	Doors have an emergency release situated internally Automated access system is serviced on a six-month basis Toilets thoroughly checked prior to locking both visually and by voice Disabled toilet is fitted with an emergency call light In an emergency toilet doors can be opened externally Any damages / faults to be reported to line manager immediately	5	2	10	Regular service checks by contractor Daily visual maintenance checks by staff	5	1	5
Damaged equipment – i.e. toilet / basin / doors / hand driers	Risk of cuts, bruising, electrical shock or crushing injuries	Any defects reported to line manager immediately and area closed off from the public and staff Appropriate signage and barrier tape available to close off area	5	1	5	No additional controls required	5	1	5

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Slips, trips and falls caused by wet / uneven flooring	Risk of developing acute or chronic muscular skeletal injuries, sprains, strains etc.	<p>Areas visually checked regularly by competent staff</p> <p>Wet floor signs to be used when cleaning</p> <p>In areas with high foot traffic, signage to be continuously in use warning of danger of wet floors</p> <p>Staff provided and wear appropriate PPE at all times</p> <p>Any spillages to be cleaned up as soon as reasonably practicable</p>	5	2	10	Inspections by line manager to ensure quality of work	5	1	5
Accidental spill / release of chemical	Risk of environmental incident in addition to potential for staff / public to be overcome by fumes	<p>Ensure that any spills are not able to run into any water ways</p> <p>Spills cleaned up immediately using best practice as recommended for the particular chemical in the provided safe systems of work / COSHH risk assessment, including disposal</p>	5	1	5	No additional controls required	5	1	5

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Storage of cleaning supplies and chemicals	Risk of falls, burns or crushing injuries	<p>Areas used for storage should be kept clean and tidy</p> <p>Any chemicals stored should be kept in locked room with access only available to competent staff</p> <p>Chemicals need to be stored in accordance with best practice as instructed in COSHH risk assessment (i.e. not in direct sunlight and in original container)</p> <p>Cleaning supply cupboards should be kept locked while public are on site</p>	5	2	10	Inspections by line manager to ensure quality of work	5	1	5

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Additional Control Measures:

Task	Responsible Person(s)	Date Completed
Cleaning supplies to be kept in good stock with appropriate chemicals and equipment available for use at all time	Julie Heyes	29.06.20
Cleaning regimes will have to be increased, it must be assumed that COVID-19 is always present as we would be unaware of who will be visiting and using the facilities	Julie Heyes	29.06.20
Distinct lack of resources to allow for a staff member to be in constant attendance for cleaning purposes as well as unable to monitor and control essential social distancing measures	Julie Heyes	29.06.20
Regular service checks by contractor	Julie Heyes	29.06.20
Daily visual maintenance checks by staff	Julie Heyes	29.06.20
Inspections by line manager to ensure quality of work	Julie Heyes	29.06.20

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I hereby confirm that I have read and understood the contents of this risk assessment and will work with the controls laid out herein.		
Name	Signature	Date