CAPEL-LE-FERNE PARISH COUNCIL – Grapevine Delivery COVID-19 Risk Assessment

What are the hazards?	Who might be harmed?	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus.	Persons delivering the Grapevine	**Personal Circumstances** Those delivering the Grapevine should consider their personal circumstances before agreeing to deliver the Grapevine, e.g. those 70+ years in age, those with health issues or those shielding others in their own household.	Those not wishing to deliver the Grapevine should notify either Maureen Leppard or Tony Lake	Deliverers	Each Delivery session	
		Hand Washing • Hand washing facilities with soap and water in place. • Stringent hand washing taking place. • Drying of hands with disposable paper towels if available. • Use of hot air hand dryer not advised • Use gel sanitiser as an alternative		Deliverers Deliverers	After Each Delivery Session During Each Delivery Session	
		Social Distancing Social Distancing - the appropriate social distance recommended by the Public Health Agency should be maintained at all time whilst delivering the Grapevine (Currently 2M+)				
		Wearing of PPE Whist assessing the risk, addition measures such as PPE should be worn, this includes gloves. The wearing of a face mask is considered necessary.	Gloves to be provided by the Parish Council and distributed by Tony Lake Gloved hands should be kept clear of the face during the delivery session. Gloves should be disposed in a waste bin following the delivery.	Parish Council Tony Lake Deliverers	During Each Delivery Session	
		Symptoms of Covid-19 If a Deliverer becomes unwell with a new continuous cough or a high temperature, he/she is advised to follow the HM Government stay at home guidance.	Clerk for the Parish Council to be notified		When Symptom Occur	