

## COVID-19 RISK ASSESSMENT

### Futureglaze Windows

<b>Title:</b> COVID-19	<b>Date of Assessment:</b> 07/05/2020	<b>Risk Assessor:</b> Becky Dean
<b>Risk Assessment Reference:</b> COVID-19	<b>People involved in making this assessment:</b> Becky Dean	
<b>Task/ Process:</b> Risk assessment for Coronavirus pandemic.	<b>People at Risk:</b> Employees, Members of the Public	
<p><b>Hazard: Cross contamination of COVID-19</b> – Risk of developing COVID-19 symptoms, such as fever, persistent cough, shortness of breath, weakness or potentially death. The risk of not recovering from COVID-19 is higher amongst the elderly, cancer patients, or persons with pre-existing medical conditions, such as COPD (Chronic Obstructive Pulmonary Disease).</p>		
<p><b>Control Measures:</b></p>		
1. Each morning, Futureglaze Windows contact workforce to ensure they are not displaying symptoms of Coronavirus.		
2. Workforce instructed to inform Head Office immediately if they start to experience Coronavirus type symptoms.		
3. Workers have completed Peninsula’s ‘COVID-19’ e-learning, available from BusinessSafe Online.		
4. Workers participate in COVID-19 toolbox talk upon their return to work. This includes being trained on this risk assessment’s control measures.		
5. Workers must travel in separate vehicles. Vehicles must be parked at least 2m away from each other.		
6. Workers follow government social distance guidelines at all practicable times to ensure minimum of 2m segregation.		
7. Respiratory protective equipment and disposable gloves will be worn by workers at all times on site. PPE will be disposed of in a refuse sack at the end of each shift. Refuse sack brought back to head office and disposed of.		
8. If an employee starts to experience symptoms whilst at work, they must leave the workplace immediately and self-isolate in accordance with government guidance.		
9. Workforce must self-isolate if; they have a high temperature or a new persistent cough, is a vulnerable person (by virtue of their age, underlying health condition, clinical condition), or is living with someone in self-isolation or a vulnerable person.		
10. Workers must wash hands (or apply hand sanitizer) before and after using the toilet facilities and upon arrival at site.		
11. We will restrict the number of workers using toilet facilities at any one time. This will be achieved by only one worker visiting the toilet facility at any given time.		

12. Workforce have been strictly instructed to not to embrace others e.g. shake hands, hug etc. until further notice.	
13. Workforce have been instructed to not consume food or drink on site. Food and drink must remain and be consumed in individual vehicles.	
14. Head Office monitor the news on a daily basis to establish any updates to the coronavirus.	
15. Government guidance on coronavirus is being implemented in a regimented manner.	
16. Disciplinary action will be taken against workers failing to adhere to our control measures and government guidance.	
17. Futureglaze windows have identified potentially vulnerable workers and will not let them resume work until government guidance permits it.	
<b>Documents Associated with this Risk Assessment:</b>	
<b>Review Date:</b> 07/07/2020	<b>Reviewer:</b> Becky Dean