

Covid-19 Risk Assessment

Property Name: The Old Stores, Georgeham

Date of Assessment: 30/6/20

Assessment Carried out by: Jane & Wayne Smith

Date of Next Review: 6 months or in line with government COVID-19 guidance

What are the Hazards?	Who Might Be Harmed and How?	What are you already doing to control the Risk?	What further action do you need to take to control the risk?	Date to be achieved & who is responsible
Person to person contact during COVID 19 pandemic	Guests & contractors may become infected with COVID19 and further spread the infection to the wider public	Digital check-in information Self-check in (key safe) Owner & contracted cleaner available by phone House instructions available digitally from owner or laminated copy in property Appliance information file & and useful contact numbers in the property Welcome pack of milk & biscuits are single packaged items	Any issues needing a maintenance visit to be arranged when guests are out of the property where possible (unless an emergency) Have an illness during stay reporting procedure	4/7/20 & ongoing Owner Contracted cleaner
Virus being brought into property by contractors & guests	Guests & contractors may become infected with COVID19 and further spread the infection to the wider public	Handwash available in kitchen & bathroom	Provide hand sanitiser in entrance hall by front door Provide cleaning materials for guests use & encourage them to maintain cleanliness of property during their stay Encourage guests to ventilate property daily during their stay	4/7/20 & ongoing Owner Guests
Contracted cleaner not fit for work and infected with COVID 19	Contracted cleaner may spread COVID 19 in property putting guests & wider public at risk		Require contracted cleaner to self-report any COVID-19 symptoms to owners Have a contingency plan (alternative cleaner)	4/7/20 & ongoing Contracted cleaner Owner

<p>Routine cleaning or procedures following a notified case not effective / fit for purpose</p>	<p>Guests & contractors may become infected with COVID19 and further spread the infection to the wider public</p>		<p>Create & agree routine & post COVID contamination cleaning plans for the property in collaboration with contracted cleaner to ensure knowledge, clear understanding, and skills of every task undertaken</p> <p>Ask contracted cleaner to flag any issues so that they can be dealt with before the guest's arrival</p> <p>Cleaning standards checked periodically by owners</p> <p>Ensure that contracted cleaner invoices owner for the correct protective clothing.</p>	<p>4/7/20 & ongoing Owner Contracted cleaner</p>
<p>Dealing with a guest who is unwell or infectious outbreak in the property</p>	<p>Guests & contractors may become infected with COVID19 and further spread the infection to the wider public</p>		<p>Provide guests with information on what to do if any of their party have COVID-19 symptoms.</p> <p>If a guest is displaying COVID-19 symptoms:</p> <ul style="list-style-type: none"> • Everyone in their party should immediately self-isolate to minimise any risk of transmission. • The affected guest should request a test. • The cottage owners should be informed immediately so that appropriate cleaning can take place at the end of the rental period. <p>If a positive COVID-19 test result is received the guests may choose to return home or may remain self-isolated in the cottage until the end of their rental period.</p> <p>If the results of the COVID test are not received by the end of the rental period, guests must return home to self-isolate and await the test outcome.</p> <p>If a guest cannot reasonably return home e.g. because they are not well enough to travel or cannot arrange transport the owner will discuss their circumstances with the local authorities and healthcare professionals.</p> <p>Maintain lines of communication with guests to clearly understand the ongoing situation.</p> <p>Implement post COVID contamination cleaning protocol once guests leave.</p>	<p>4/7/20 & ongoing Guests Owner Contracted cleaner</p>

Presence of virus on soft furnishings, books e.g. bedding, curtains etc	Guests & contractors may become infected with COVID19 and further spread the infection to the wider public		Ensuring a minimum of 54 hours in between bookings to allow virus to be neutralised on soft furnishings & books Change/laundry pillow & mattress protectors after for each booking Ask guests to strip and bag dirty bedding. Soiled linen should not be shaken. Laundry bedding at highest temperature according to washing instructions for the product (not a quick wash)	4/7/20 & ongoing Owner Contracted cleaner Guests
Changeover clean	Guests & contractors may become infected with COVID19 and further spread the infection to the wider public		All changeover cleans can only be completed once the guests have left the property Property is empty for a minimum of 54 hours in between bookings	4/7/20 & ongoing Contracted cleaner Owner
Legionella	Guests & contractors at risk of Legionella infection from standing water if the property has been lying empty		Flush whole water system for two minutes or more. Flush the shower attachment through for 2 minutes. Remove showerhead should be removed and sanitise.	4/7/20 & ongoing Owner
Presence of virus on pans, crockery, utensils	Guests & contractors may become infected with COVID19 and further spread the infection to the wider public	Provide washing up liquid, cloths, dishwasher, and tablets	Contracted cleaner to check that crockery, pans & utensils are clean. Encourage guests to wash all crockery, pans & utensils before use either in dishwasher or using hot soapy water. Provide washing up gloves	4/7/20 & ongoing Contracted cleaner Guests Owner