

COVID Risk Assessment

Risk Assessment for the AGM and Council Meeting being held on 19th May 2021 in the Abridge Village Hall.

The purpose of this COVID Risk Assessment is to consider the risks of catching and transmitting Coronavirus and to make sure that these risks are kept to a minimum.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?
Contracting or spreading coronavirus by not washing hands or not washing them adequately	Councillors, Members of Council staff, Members of the Public by not washing their hands.	<p>There is a table as people walk in to the entrance which has sanitizer and soap for hand cleaning. People will be encouraged to use this.</p> <p>There are toilets available with hand washing facilities.</p>
Getting or spreading coronavirus by not cleaning surfaces.	Councillors, Members of Council staff, Members of the Public.	<p>Before the Meeting, tables and chairs, along with door handles, will be wiped down thoroughly.</p>
Contracting or spreading the virus by not maintaining social distancing	Councillors, Members of Council staff, Members of the Public.	<p>The hall will be used where there is room to Social Distance and windows will be opened to allow air circulation.</p> <p>Councillors / Staff will sit using one 2 metre table with the public spaced out at the other end of the hall.</p> <p>All visitors will be encouraged to wear Face Masks.</p> <p>Public numbers will be closely monitored and if it is felt that Social Distancing may be compromised, numbers will be limited at that point.</p> <p>All Members of the Public will have to confirm they are attending so as to be able to confirm numbers entering the building.</p> <p>All those attending the meeting will be sent by email, a copy of this COVID Risk Assessment and be asked to send through their Contact Details.</p>

