

 <b>South Liverpool Homes</b>	<b>RISK ASSESSMENT</b>	<b>ALL STAFF MUST HAVE SEEN SIGHT OF THIS RISK ASSESSMENT, RECEIVED THE APPROPRIATE TRAINING AND INDUCTION BEFORE COMENCEMENT OF WORK.</b>
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<b>Risk Assessment Title:</b>	Covid-19 Risk Assessment When working in the Community.	<b>Location:</b>	All SLH Properties	<b>Date:</b>	01.11.2021
<b>Team:</b>	All Teams	<b>Manager:</b>	Danny McDonagh	<b>Risk Assessment Number:</b>	C19 - 013

**NB: This Risk Assessment is based on design hazard analysis, but further assessment may be required where appropriate.**

**This assessment must be supported by a Dynamic Risk Assessment (DRA) carried out on-site before and during the work activity being carried out.**

**Managers are responsible for ensuring all safety measures are implemented and for monitoring the safety controls put in place.**

<b>Task/ Activity</b>
<p>All activities and tasks carried out by colleagues outside the office.</p> <p>The tasks may include, but is not restricted to:</p> <ul style="list-style-type: none"> <li>• Carrying out visual inspections of properties and the area surrounding the properties.</li> <li>• Maintenance of green spaces and related works.</li> <li>• Tenancy visits in occupied or unoccupied properties and communal areas.</li> </ul>
<b>Supporting Documents (Policies, procedures, assessments)</b>
<ul style="list-style-type: none"> <li>• Government Guidance (this risk assessment will also consider government updates and adjust accordingly)</li> <li>• Existing Risk Assessments and Safe Systems of Work</li> <li>• SLH - Health, Safety &amp; Wellbeing Policy</li> <li>• IOSH: Covid-19 Risk Assessment Guidance</li> <li>• <a href="https://liverpool.gov.uk/covidcases">https://liverpool.gov.uk/covidcases</a></li> </ul>

## Coronavirus (COVID 19)

### High Risk

#### About the virus

- The virus enters the body via ingestion, injection, direct contact with contaminated surfaces, mucosal membranes (mouth/nose/eyes).
- The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking, and breathing.
- The virus can be transferred to the hands and from there to surfaces.
- It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).
- If it is passed from one person to another, you may suffer from flu-like symptoms, or breathing difficulties that may need hospitalisation.
- A new continuous cough, a high temperature, a loss of, or change in, your normal sense of taste or smell, are all indicators of Covid-19, however the list of symptoms may vary, so medical opinion should be sought if you unsure.


## Risk Matrix

At Risk (column 2)	Severity (column 4 and 8)		Probability (column 5 and 9)		Risk Rating (column 6 and 10)		
E - Employees	1	No Injury, property damage	1	Very Unlikely	Severity X Probability = 1 to 5	Low	Acceptable Risk
C - Contractors	2	Minor Injury	2	Unlikely			
V - Visitors	3	+3 Day Absence	3	Likely	Severity X Probability = 6 to 14	Med	Requires Continuous Review (Proceed with Caution)
P - Public	4	Major Injury/Hospitalisation	4	Very Likely			
A - All	5	Death	5	Virtually Certain	Severity X Probability = 15 to 25	High	High Risk – (Stop Work)

Hazard (Something with the potential to cause harm)	At Risk (who might be harmed)	Risk			Controls measures to minimise Risk	Risk with Controls		
		4 Severity	5 Probability	6 Risk		8 Severity	9 Probability	10 Risk
Travelling to and from work	Colleagues	4	3	12	<ul style="list-style-type: none"> <li>Colleagues to follow the organisations Lateral Flow Testing instructions.</li> <li>Colleagues should travel to work alone using their own vehicle or obtain a lift from a member of their household.</li> <li>Ensure ventilation of vehicles whilst driving (windows open).</li> <li>No passengers in vehicles unless in a nominated social bubble, continue to ensure vehicle is ventilated.</li> <li>Colleagues should regularly clean the inside of the vehicle between use and between other drivers (e.g. family members).</li> </ul>	4	2	8
Social contact with tenants and members of the public	Colleagues				<ul style="list-style-type: none"> <li>On exiting your vehicle ensure face covering is worn</li> <li>Avoid contact with tenant/members of the public and social distance at all times.</li> </ul>			
Attending a tenanted property	Colleagues				<ul style="list-style-type: none"> <li>Ensure face covering is worn</li> <li>Maintain social distance at all times and remain outside the property</li> </ul>			
Entering a tenanted property (pre-arranged visit)	Colleagues				<ul style="list-style-type: none"> <li>Ensure face covering is worn</li> <li>Maintain social distance at all times</li> <li>Ask the tenant if they or anyone at the property are displaying symptoms or have had Covid-19 within the last 10 days (if so the appointment will have to be rearranged).</li> <li>Before entering the property ask the tenant to move to a separate area to ensure social distancing is applied at all times. If the tenant is agreeable with this request then the visit can continue, otherwise it will have to be rearranged.</li> </ul>			
Operating inside a tenanted property	Colleagues				<ul style="list-style-type: none"> <li>Any surface that is touched must be wiped down with bacterial wipe</li> <li>While in property avoid touching face with hands</li> <li>Limit visit to 15 minutes where possible</li> <li>Hand sanitiser must be applied once you have left the property</li> <li>Mask/face covering must only be removed once you leave the property</li> <li>Used PPE should be discarded in the correct manner</li> </ul>			

<p>Coming into contact with someone that has Covid-19 or you suspect has the virus.</p> <p><b>Close contact being within contact with someone within 1m for more than a minute or within 2m for more than 15 minutes</b></p>	<p>Colleagues</p>		<ul style="list-style-type: none"> <li>• Immediately remove yourself if in close contact and move to an area of fresh air</li> <li>• Sanitise hands</li> <li>• Drive home (keeping window open for ventilation) change clothes and immediately them wash.</li> <li>• Inform your line manager and H&amp;S Manager and follow isolation rules as outlined by government guidelines.</li> </ul>	

<p><b>Additional Comments</b> (Actions identified by personnel on-site, to make the task safer)</p>
<p>Although Government advice on Covid-19 rules has changed since 19 July, SLH will continue to follow the assessment that has been put in place all times. Where every measure will be taken to ensure that this Risk Assessment is kept up to date with the latest guidance, colleagues must ensure that they are carrying out their work under safe working practices.</p> <p>The Health &amp; Safety Manager is a Mental Health First Aider and will be available for colleagues to speak to if needed and provide assistance to access external agencies if necessary.</p> <p>This risk assessment will be regularly reviewed and colleagues informed of any changes – it may also change according to government updates, in this instance colleagues will be informed of any changes immediately. The risk assessment should be read in addition to existing risk assessments in place for individual teams.</p>

<p>Completed by The Health &amp; Safety Manager</p>	<p><b>Name (Print):</b></p>	<p><b>Signed:</b></p>	<p>Assessment Reviewed:</p>	<p>Review Date:</p>
	<p>Danny McDonagh</p>		<p>01.11.2021</p>	<p>01.12.2021</p>

## Review History

Date of Review	Significant changes	Completed By	Reviewed By
04.05.2021	New assessment following review of individual teams assessments	D McDonagh	D McDonagh
03.06.2021	No major changes were made	D McDonagh	D McDonagh
18.06.2021	Added - Colleagues to follow the organisation's Lateral Flow Testing instructions.	D McDonagh	D McDonagh
01.07.2021	No major changes were made	D McDonagh	D McDonagh
27.07.2021	Change to additional comments – SLH will continue with its assessment although some restrictions have been lifted.	D McDonagh	D McDonagh
01.09.2021	Minor changes to wording made.	D McDonagh	D McDonagh
01.10.2021	Minor changes to wording made.	D McDonagh	D McDonagh
01.11.2021	Changed 2 meters to social distance	D McDonagh	D McDonagh