

HENNESSEY'S

BAR - KITCHEN - GARDEN

COVID RISK ASSESSMENT

What are the Hazards	Who might be harmed?	Controls in Place	Additional Measures	Action completed
<u>Spread of COVID</u>	All staff Visitors Delivery Drivers Customers	<u>HANDWASHING</u> <ul style="list-style-type: none"> Handwashing facilities available behind the bar, kitchen & toilets Signage in each area advising about hand washing for 20 minutes in line with the guidance 	<ul style="list-style-type: none"> Reminder messages throughout the venue to remind everyone to wash their hands on arrival and throughout their visit 	✓
		<u>HAND DRYING</u> <ul style="list-style-type: none"> Air dryers available in every toilet Paper towels available in all staff areas 	<ul style="list-style-type: none"> Ensure all dryers are in full working order Ensure paper towels are fully stocked 	✓
		<u>HAND SANITISING</u> <ul style="list-style-type: none"> Hand sanitising units installed throughout the venue for use by everyone Signage next to each sanitiser to remind constant use Customers greeted and advised to sanitise upon entry 	<ul style="list-style-type: none"> Ensure all sanitisers are refilled Moisturisers in place for staff to protect skin 	✓
		<u>PPE</u> <ul style="list-style-type: none"> With effect from 24.09.20 face coverings must be worn by all staff at all times (unless exempt) Face coverings must be worn by customers when moving around the venue 	<ul style="list-style-type: none"> Spare masks available at the door Customers advised of rules on entry Posters to remind people of rules displayed throughout the venue 	✓
		<u>MAIN ENTRANCE/EXIT</u> <ul style="list-style-type: none"> Doors to Allison Street to be Entrance only during peak times Doors to Meriden Street Exit only 	<ul style="list-style-type: none"> Signage throughout to support system 	✓

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		<ul style="list-style-type: none"> • Clear Signage in place 		
		<p><u>GARDEN ENTRANCE/EXIT</u></p> <ul style="list-style-type: none"> • Entrance to left of bar (near toilets) made smoking adrea only • Entrance to right of bar (near weekend entrance) only entrance and exit to garden 	<ul style="list-style-type: none"> • Ongoing monitoring in place, system working well 	✓
		<p><u>SERVICE</u></p> <ul style="list-style-type: none"> • As per new Government legislation service is table service only • Customers advised of this upon arrival • Signage along bar to remind customers 		✓
		<p><u>SEATING PLAN</u></p> <ul style="list-style-type: none"> • All tables and chairs laid out in line with social distancing and floors marked • Signage to remind customers not to move any furniture 	<ul style="list-style-type: none"> • Furniture checked regularly to ensure nothing is moved 	✓
		<p><u>HANDLING/DELIVERING DRINKS & FOOD TO TABLES</u></p> <ul style="list-style-type: none"> • Staff trained to handle glasses & bottles at the bottom only • Staff trained to wash hands/sanitise between each service • Alternative tables/stands in place enabling staff to deliver drinks and food to avoid having to lean over customers tables 	<ul style="list-style-type: none"> • Reminders issued and new staff trained 	✓
		<p><u>PAYMENTS</u></p> <ul style="list-style-type: none"> • Customers will be encouraged to pay using contactless 	<ul style="list-style-type: none"> • Posters displayed encouraging cashless payments 	✓
		<p><u>CLEANING</u></p> <ul style="list-style-type: none"> • There is a deep clean every day before opening • All surfaces, objects and touch points will be disinfected at regular intervals • Tables and chairs will be cleaned with anti bac after every use 	<ul style="list-style-type: none"> • Staff are fully trained 	✓

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		<ul style="list-style-type: none"> All glassware and tableware are washed in well maintained machines as per British safety standards Staff must wear clean clothes daily 		
		<p><u>SOCIAL DISTANCING</u></p> <ul style="list-style-type: none"> Staff will be organised to work within social distancing guidelines Customers will be reminded to stay in their bubbles and not encroach on the safe distance between groups 	<ul style="list-style-type: none"> Managers will continually check to ensure standards are being kept 	✓
		<p><u>SMOKING</u></p> <ul style="list-style-type: none"> Anyone seated outdoors can smoke at their tables A smoking area has been created at one end of the garden for smokers from inside tables. The area is marked out for social distancing Customers are advised of where they can smoke when they are seated 	<ul style="list-style-type: none"> Monitoring of the area takes place during busy periods to ensure social distancing is adhered to 	✓
		<p><u>TOILETS</u></p> <ul style="list-style-type: none"> Signage at each end of the toilet corridor to ensure people check it is clear before entering Doors wedged open to reduce the contact points Hand sanitisers fitted in toilets 		✓
		<p><u>DELIVERIES</u></p> <ul style="list-style-type: none"> Deliveries to main bar subject to same rules as customers Deliveries to cellar can be left in central area by bins. Delivery drivers will be asked to social distance whilst delivery checked and signed for 	<ul style="list-style-type: none"> Delivery drivers to be advised of procedures 	✓
		<p><u>SYMPTOMS</u></p> <ul style="list-style-type: none"> Both staff and customers advised not to enter the premises if they are displaying any symptoms 	<ul style="list-style-type: none"> Staff training 	✓

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		<p><u>TRACK & TRACE</u></p> <ul style="list-style-type: none"> • NHS Track & Trace QR code displayed on the entrance • Our QR code also displayed for those who do not have the APP. • All customers required to do one or the other • For table bookings details are already known • For those without a smart phone we complete details on a card and keep in date order for 21 days 	<ul style="list-style-type: none"> • 	<p style="text-align: center;">✓</p>
		<p><u>CHILDREN</u></p> <ul style="list-style-type: none"> • Children are welcome with parents/guardians to enjoy a meal • Children must be seated at all times • Customers advised of this on arrival 	<ul style="list-style-type: none"> • Reminders issued to families if required 	<p style="text-align: center;">✓</p>
		<p><u>TRAINING</u></p> <ul style="list-style-type: none"> • All staff received bespoke face to face training prior to returning to or starting work 		<p style="text-align: center;">✓</p>
		<p><u>QUEUEING</u></p> <ul style="list-style-type: none"> • Floor markings in place to ensure anyone queueing to enter the building do so safely socially distanced. 		<p style="text-align: center;">✓</p>
		<p><u>GAMING MACHINES</u></p> <ul style="list-style-type: none"> • All machines are sanitised between uses • Machines are not in use during busy periods 		<p style="text-align: center;">✓</p>
		<p><u>CAPACITY</u></p> <ul style="list-style-type: none"> • Main bar 117 • Garden 80 • Basement Bar 72 		<p style="text-align: center;">✓</p>

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		<u>10pm CURFEW</u> <ul style="list-style-type: none"> • Last orders for food is 8.45pm • Last orders for drinks is 9.15pm • All customers advised of the rules 		✓

Version 1.0 01.07.20

Version 1.1 02.07.20

Version 1.2 03.07.20

Version 1.3 09.07.20

Version 1.4 28.08.20

Version 2.0 24.09.20 (Following change in law regarding face covering & table service & curfew)