

Risk Assessment Form

Name:	Opening to Thorngrove to the general public	Date:	29.09.2020
Location:	Employ My Ability - Gillingham	Task/Activity:	TG being open in full, following current government guidance

Hazard	Possible effects/harm	Risk rating H, M, L	Detail existing controls	Revised risk rating H, M, L
Something with the potential to harm: hazards listed should be all those present before controls are in place.	Where a group of people may be affected differently, for example young people or expectant mothers, identify the separate effects/harm and risk rating.	Indicate the rating prior to controls being in place.	Provide details of control measures already in place. If measures are detailed in other documents, state where.	Indicate the rating following implementation of controls.
Full opening to TG Garden Centre and Café with social distancing measures in place	Risk of COVID 19 being transmitted by the following people: <ul style="list-style-type: none"> TG Garden Centre staff (including volunteers) Members of the public visiting TG EMA Education staff EMA Day Service staff Education students Day service staff Delivery drivers 	M	<ul style="list-style-type: none"> No one must visit site if they feel unwell. Testing and self-isolation in line with current government guidelines for staff and students. Deep clean after anyone reporting Covid 19 symptoms Separate toilets for staff, students and customers/visitors Promote 2 metre rule and stay alert Cashless payments offered where possible Team leaders to monitor numbers and if centre becomes too busy, restrictions to be reintroduced. Sanitise regularly & use PPE Perspex screens on all tills Keep delivery service Café seating 2 metres apart to promote social distancing 11 tables / 41 seats 1-6 per table - Only pre-ordered takeaways Track and trace recording in Café, either by hand or by NHS App. Promote track and trace app. All customers and staff to wear facemasks in the enclosed areas of the garden shop, glasshouses and until seated at table in Café area. 	M

Name:	Charlotte White	Signed:	CEBWHITE
Review Date:	29.09.2020	Reprint Date:	29.10.2020
Actions:			
Risk Rating	Action required		
High E.g. fatality possible to one or more person however infrequent, major injury to few individuals occurring frequently.	Immediate action required		
Medium E.g. major injury to one/few persons occurring frequently,	Requires attention as soon as possible		



Low E.g. minor injury occurring infrequently to few people.	Not a priority, may need attention if not as low as reasonably practicable
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