

RISK ASSESSMENT FOR EXPOSURE TO CORONAVIRUS AT CRAIGALLAN, LETTERMORE, BALLACHULISH PH49 4JD

INTRODUCTION

This Risk Assessment was updated on 22 October 2020 by John Patrick, warden of Craigallan. It was made according to laws and guidance in Scotland and will be reviewed in line with Government advice.

The following Risk Assessment is based on the current laws which **do not allow any mixing between households**. However, due to possible changes in the laws, the risk assessment has also been prepared so that it remains valid in the event of two households being allowed to use the hut together in the future. The Risk Assessment, Control Measures and Conditions of Use permit a maximum of two separate households if any future mixing becomes lawful.

THE HAZARD

Exposure to Coronavirus leading to ill health and possibly death. Covid 19 is a respiratory illness caused by Coronavirus. Symptoms include high temperature, a new continuous cough and a loss or change in senses of taste or smell.

PEOPLE WHO MIGHT BE AFFECTED

Hut users, Hut Warden and contractors working in the hut.

INITIAL RISK ASSESSMENT

With the hut in normal use the risk of contracting Covid 19 is **HIGH**.

RESIDUAL RISK ASSESSMENT

A gap of at least 72 hours will be left between bookings so that any virus left on surfaces by the previous user should be inactive or at least have settled on surfaces. With this gap, and the control measures outlined below, the residual risk is **LOW**.

CONTROL MEASURES (Valid for possible future use by two households)

- a) When making a booking the Warden will require “track and trace” details of every person who will be using the hut. Visitors must **not** enter names in the Hut Register. The Warden will update the register at regular intervals.
- b) Only bookings from one household or two separate households known to, and trusted by, each other will be accepted. Only one person will be allowed to make a booking and that person must accept control of the entire group.
- c) If only one household unit is using the hut, and with the agreement of the Member in charge of the group, a campervan may be parked in the hut grounds. In this situation the party in the hut must use only the upstairs bathroom leaving the downstairs bathroom available to those in the campervan. Separate outside doors must be used to access the hut.
- d) Members will be advised via the Club website and Facebook page that no “on spec” stays (that is, without making a booking) will be permitted. This includes the parking of self contained vans. The code on the key safe will allow access to the only available key, which is

for the porch door, and will only be given to authorised users. Each hut user must not give the key safe number to anyone else.

- e) People must not enter the building if they have symptoms of Covid 19 and if symptoms develop during the journey to the hut they must go home to self-isolate.
- f) Anyone making a booking will be required to confirm that they have read and understood the Conditions of Use and that they will comply with all control measures.
- g) If the party consists of two households the person making the booking must, on arrival, assign one bedroom and one bathroom for the sole use of each household.
- h) In the dining room, if two households are present, each household should use one end of the large table to allow social distancing and use the same chairs for the duration of the visit. Fabric spray is available for disinfecting the soft chairs and cushions at the start and end of each visit.
- i) Social distancing is possible with care in the kitchen but if this is difficult only one household should use the kitchen at a time.
- j) There are plentiful supplies of all kitchenware so if two households are present separate items should be used throughout the visit and washing up should be done thoroughly.
- k) Each household should use one of the two sinks available in the kitchen.
- l) The only shared items are the fridge, microwave and the bin. Hands should be washed after using these and the handles should be cleaned after each use.
- m) Tea towels are provided but hut users may wish to bring their own. If using hut tea towels, a clean towel should be taken out at the start and left in the washing bin in the hall at the end of the visit. New "J Cloths" and scourers should be used for each visit and disposed of at the end of each visit.
- n) The kitchen must be cleaned after each use. Regular cleaning of the dining room and bathrooms is required. Particular care should be taken with frequent touch points, e.g. door handles, switches, etc. Cleaning and disinfecting materials are available in the kitchen and in bathrooms. All waste must be taken away at the end of each stay.
- o) Using and cleaning the fire in the dining room can be agreed between hut users and hands should be washed after use.
- p) Hut users must bring their own food and store it in one area of the available shelf space. All food must be removed at the end of each stay.
- q) Only one person should be on the stairs at a time to maintain social distancing.
- r) Anti-bacterial handwash is provided at all bathroom and kitchen sinks to facilitate regular handwashing. Disinfectant wipes are also provided for final cleaning of all surfaces.
- s) The drying room has the potential to spread the virus so it has been taken out of use. Drying outside using the washing line and pegs provided (on hall table) is recommended.
- t) Use of the urinal and toilet flushing with the lid open may cause aerosol spread of the virus. Only one person should be using the downstairs bathroom at a time even though space allows for more.
- u) Mattress covers are in place but hut users must bring an additional flat sheet. (Single bed fitted sheet will not fit hut mattresses unless made of stretch material). Pillows and pillowcases are provided but hut users may wish to bring their own.
- v) Doors and windows should be left open as often as possible to improve air flow and ventilation.
- w) If anyone in the group develops Covid-19 symptoms during a stay at the hut, the porch should be used as an isolation area and the occupant should be given sole use of the downstairs bathroom. Medical advice should be sought immediately and the Warden must be informed.
- x) The hut must be thoroughly cleaned and disinfected at the end of each stay.
- y) All hut users must maintain a social distance of at least two metres and ensure that frequent hand washing takes place.

- z) If Government regulations change either at the home address of anyone in the group or in the area around Ballachulish immediate action must be taken to comply with the new regulations.