



# RISK ASSESSMENT - SPREAD OF COVID-19

Risk Assessment – Spread of COVID-19		Current Version	Wagon Wheels on Location Ltd		
Date Issued: May 2020	Date Revised: 01/07/20	Revise Date: May 2021	Issued / Revised By: Steve Colegrave		

UPDATE INFORMATION ON ALL THE LATEST DEVELOPMENTS.

FOLLOW ADVICE GIVEN BY YOUR NATIONAL AND LOCAL PUBLIC HEALTH AUTHORITY & YOUR HEALTHCARE PROVIDER OR LOCATION MEDIC.

Hazard	Risk	People at Risk	Risk Rating			Control Measure	Residual Risk Rating		
			L	S	R		L	S	RR
Spread of COVID-19	Sickness Contamination Spread of Disease	Employees, Crew and Visitors,  Anyone they come into Contact with	3	4	15	<p><b>Additional Hygiene</b> - Encourage Employees and Contractors to stay up to date with Government &amp; Company procedures Washing of hands with soap and warm water as often as possible, particularly when arriving at work – do this for at least 20 seconds. Use Hand Sanitiser gel if soap and water is not readily available. Make sure you, and the people around you, follow good Respiratory Hygiene, This means covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue, correctly immediately.</p> <p>Do not touch your Eyes, Nose, or Mouth if your hands are not clean Ensure high touch areas are cleaned more frequently, particularly in high traffic areas Provide cleaning wipes so Employees and Contractors can clean own work areas as Required.</p> <p>Ensure all Visitors, Cast, Crew, Employees and Contractors are aware of Hygiene Facilities and any testing provided.</p> <p><b>Social Distancing Measures</b> - Working from home is unlikely, Use Split Working Patterns to reduce congestion. Maintain at least 2 metre (6 feet) distance between yourself and others. Put in place controls for high congestion areas such a Honey Wagon and Dining Trailers/ Buses, Motorhomes, Catering and Unit Base or Set. Avoid close face to face contact without a mask, encouraging the use of SMS messaging. If it is not possible to Maintain a 2m Distance work back to back or side by side always avoid working face to face. Avoid skin to skin contact.</p> <p><b>Self-Isolation</b> - Self-Isolate if you, or anyone in your household, have a continuous new cough or high temperature. Ref to COVID 19 Guidelines.</p>	1	4	4

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Hazard	Risk	People at Risk	L	S	R	Control Measure	L	S	RR
Spread of infection Visiting private homes Visiting sites Delivering materials	Sickness Contamination Spread of disease	Occupancies Installers, Crew	3	4	15	<p>When booking installation in occupied properties confirm with the occupant.</p> <ol style="list-style-type: none"> <li>1. If they or anyone in the household is self-isolating.</li> <li>2. If they or anyone in the household is shielding.</li> <li>3. If they want to continue with the installation whilst applying social distancing measures.</li> </ol> <p>Re appoint the installation if the answer is yes to 1) or 2) or No to 3). When Booking installations on Unit Base/ Location site.</p> <ol style="list-style-type: none"> <li>1. Request that areas are allocated to single Installation, Waste Emptying.</li> <li>2. Avoid the use of subcontract labour where possible.</li> </ol> <p>Generally, Maintain and Check the team members. Follow the guidelines for Additional Hygiene and Social Distancing above.</p>	1	4	4
Hazard	Risk	People at Risk	L	S	R	Control Measure	L	S	RR
Exposure of People who are at higher risk	Sickness Contamination Spread of disease	Vulnerable employees	4	5	20	<p>Identify any Employees who are at higher risk. There are two Categories</p> <ol style="list-style-type: none"> <li>1. Clinically extremely Vulnerable – These people have been strongly advised to work from home or Shield.</li> <li>2. Clinically vulnerable – These people have been advised to take Extra care in observing Social Distancing.</li> </ol> <p>Refer to Governments Definitions.</p> <p>Enable people who are at higher risk and specifically clinically extremely vulnerable to work from home wherever possible. If it is not possible for clinically vulnerable to work from home, consider giving them task where they can apply the Social Distance measures more effectively.</p>	1	5	5

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Hazard	Risk	People at Risk	L	S	R	Control Measure	L	S	RR
Returning to work after foreign travel	Unknown infection Contamination Spread of the disease	Staff, Visitors, Crew or Anyone they come into contact with	3	4	12	Refer to government and WHO Websites for latest travel information. <a href="https://www.gov.uk/">https://www.gov.uk/</a> <a href="https://www.england.nhs.uk/">https://www.england.nhs.uk/</a> <a href="https://www.who.int/">https://www.who.int/</a> Follow guideline on monitoring and self-isolation.	1	4	4
Receipt of Stock Materials Goods in	Potential Contamination on Materials from High Risk areas Unable to get Supplies Unable to process Restocking Orders	Staff, Visitors, Crew or Anyone they come into contact with.  Commercial impact.	3	3	9	Apply more Stringent Hygiene measure when receiving goods. Ensure you wash or Sanitise your hands thoroughly after use or interactions.	1	3	3

Approved On Behalf of the Company By

Name:

Date:

Approved On Behalf of the Client/ Production By

Name:

Date:

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### Qualitative Measures of Severity

LEVEL	DESCRIPTOR	DESCRIPTION
1	No Harm or Near Miss	Near miss or no harm caused by adverse event
2	Minor	Minor temporary harm which leads to mental strain or the need for first aid, or work conducted in a controlled environment
3	Moderate	Moderate harm where outcome leads to medical treatment or work conducted in an uncontrolled environment
4	Major	Major harm which leads to excessive injuries or RIDDOR report
5	Catastrophic	Any death

### Qualitative Measures of Likelihood

LEVEL	DESCRIPTOR	DESCRIPTION	HAZARD & RISK
1	Unlikely	Event could occur but improbable / doubtful	S = Severity (Level 1 – 5)
2	Low	Event may occur at some time but rare / exceptional	L = Likelihood (Level 1 – 4)
3	Moderate	Event should occur at some time - fairly likely	R = Risk Rating
4	High	Event will occur in most circumstances - likely / probable	RR = Residual Risk Rating

Once the Severity and Likelihood levels have been agreed, the following Risk Classification matrix should be used to identify the risk level. Select both the Severity level and the Likelihood level and then follow both across and down to find the risk level. The Risk Level Key should then be used to identify the Risk Level.

		LIKELIHOOD			
		1 Unlikely	2 Low	3 Moderate	4 High
1	Near Miss or No Harm	1 Low or No Risk	2 Low or No Risk	3 Low or No Risk	4 Moderate Risk
2	Minor	2 Low or No Risk	4 Moderate Risk	6 Moderate Risk	8 Significant Risk
3	Moderate	3 Low or No Risk	6 Moderate Risk	9 Significant Risk	12 Significant Risk
4	Major	4 Moderate Risk	8 Significant Risk	12 Significant Risk	16 High Risk
5	Catastrophic	5 Moderate Risk	10 Significant Risk	15 High Risk	20 High Risk