

Coronavirus Risk Assessment for Hardwicke Hall Manor

						Date Assessed:	Assessed by:					
Task/Activity: Hotels and other guest accommodation										Reference Number:		
Activity/ Task	Hazard/Risk	Persons at Risk				Controls Measures in Place						Additional Controls Measures Required
Keeping customers and visitors safe	Contracting COVID-19	Employees Customers Visitors Contractors				<ul style="list-style-type: none">• We will make every reasonable effort to enable working from home as a first option. Where working from home is not practical, we will make every reasonable effort to comply with the social distancing guidelines set out by the government.• Guests will be encouraged to wear masks on communal corridors.• Keys will be cleaned between guests.• If people must work face-to-face for a sustained period with more than a small group of fixed partners, we will need to assess whether the activity can safely go ahead. No one should be forced to work in an unsafe work environment.• We will increase the frequency of handwashing or hand sanitising and surface cleaning (including disinfection of high-footfall areas or common touchpoints and toilet/restrooms).• We will keep the activity time of any activity where social distancing cannot be maintained as short as possible.• Staff will work back-to-back or side-to-side (rather than face-to-face) whenever possible.• We will reduce the number of people each person						<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

					<p>has contact with by using 'fixed teams or partnering' (so each person works with only a few others).</p> <ul style="list-style-type: none"> • We will use fixed screens or barriers to separate people from each other. • We will take measures to make reception areas safer, with increased cleaning, keeping the activity time as short as possible and considering the addition of screens between guests and staff. • We will consider minimising lift usage from reception and providing clear signage for new lift rules. • Where offering room service, we will take measures such as leaving butlers' trays outside the door, and encouraging tips to be added to the bill. • We will ensure that housekeeping staff follow government handwashing guidelines and make a checklist of all hand-contact services to be cleaned when each guest vacates. • We will ensure that any bar or dining area is only opened in a way compliant with UK government guidance for the Hospitality sector. • As far as possible, where workers are split into teams or shift groups, we will fix these teams or shift groups so that where contact is unavoidable, this happens between the same people. • We will identify areas where people have to directly pass things to each other and find ways to remove direct contact such as by using drop-off points or transfer zones.. • The maximum number of customers that can reasonably follow social distancing guidelines (two metres, or one metre with risk mitigation where two metres is not viable) has been calculated for the venue, taking into account total indoor and outdoor space, specific venue characteristics such as furniture as well as likely pinch points and busy areas. • Indoor and outdoor seating and tables have been configured to maintain social distancing guidelines (Two metres, or one metre with risk mitigation where two metres is not viable) between customers. • The local authority has, where relevant, been contacted to discuss the impact of potential queues on open spaces, infrastructure or other local features. 				
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					<ul style="list-style-type: none"> • Queuing systems have been reviewed for the premises in order to maintain two-metre social distancing (or one metre + where this is not possible). Outside spaces will be used where possible and markings will be laid. • Clear guidance on social distancing and hygiene will be made available to people on arrival (e.g. signage, visual aids, etc.) and before arrival, such as by phone, on our website or by email. • The number of persons on site will be managed in such a way as to ensure there is sufficient seating indoors and seating/standing outdoors. This will be achieved through the use of, for example, reservation systems, social distancing markings, having customers queue at a safe distance for toilets or bringing payment machines to customers, where possible. • Queues will be managed in such a way as to ensure they do not cause a risk to individuals, other businesses or additional security risks, for example by introducing queuing systems, having staff direct customers, and protecting queues from traffic by routing them behind permanent physical structures such as street furniture, bike racks, bollards or putting up barriers. • We will make customers aware of, and encourage compliance with, limits on gatherings. For example, on arrival or at booking. • Sanitising facilities will be provided at the entrances to the building and customers will be encouraged to use the sanitiser or to wash their hands. • Changes made to entrances, exits and queue management will take into account reasonable adjustments for those who need them, including disabled customers, for example maintaining pedestrian and parking access for disabled customers. • Customers who are accompanied by children will be reminded that they are responsible for supervising them at all times and should follow social distancing guidelines.. • The flow of customers and employees through the premises has been considered and systems put in place to avoid areas of congestion and unnecessary contact. 				
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						<ul style="list-style-type: none"> Plans have been put in place for maintaining social distancing guidelines (two metres, or one metre with risk mitigation where two metres is not viable) in the event of adverse weather conditions, being clear that customers cannot seek shelter indoors unless social distancing can be maintained. Booking of essential services and contractor visits have been revised to reduce interaction and overlap between people, wherever possible. All control measures identified will be equally expected of all persons without discrimination. We will assist the NHS Test and Trace service by keeping a temporary record of our staff shift patterns for 21 days and assisting with requests for that data if needed. This could help contain clusters or outbreaks. 			
Managing contact	Contracting COVID-19	Employees, customers, contractors				<ul style="list-style-type: none"> Guests and contractors are informed of guidance about visiting the premises prior to and at the point of arrival. Where necessary, we will work with neighbouring businesses and local authorities to consider how to spread the number of people arriving throughout the day, for example by staggering opening hours, Guests will be encouraged to use hand sanitiser or handwashing facilities as they enter the premises and regularly during their stay as they move between areas in the facility. We will take measures to avoid crowded reception areas, such as staggering check-in and check-out times. We will make staff accessible to guests via phone, emails and guest apps. We will encourage contactless payments or pre-payments for rooms as part of the online booking, where possible, to limit cash payments for bills. 			<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Managing service of food and drinks	Contracting COVID-19	Employees Contractors Visitors				<ul style="list-style-type: none"> We will ensure that any bar or dining area is only opened in a way compliant with UK government guidance for the Hospitality sector. Where offering room service (e.g. breakfast in room), we will take measures such as dropping butlers' trays outside the door and encouraging tips to be added to the bill. 			<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p>

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Use of the shower, changing facilities and toilets	Contracting COVID-19	Employees Contractors Visitors			<ul style="list-style-type: none"> • Signs and posters will be used to build awareness of good handwashing technique, the need to increase handwashing frequency and to avoid touching your face, and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available. • Social distancing markings will be installed in areas where queues normally form, and we will adopt a limited entry approach, with one in, one out where possible and where this does not increase risk by creating a bottleneck. • To enable good hand hygiene, hand sanitiser will be available on entry to toilets where safe and practical, and suitable handwashing facilities, including running water and liquid soap and suitable options for drying (either paper towels or hand dryers), will be available. • There will be clear use and cleaning guidance for toilets, with increased frequency of cleaning in line with usage. Normal cleaning products will be used, paying attention to frequently hand-touched surfaces, and disposable cloths or paper roll will be used to clean all hard surfaces. • Ventilation will be increased where necessary by opening windows and, where appropriate, doors. • A cleaning schedule will be kept up to date and clearly visible. • Where toilets are shared, we will set clear use and cleaning guidance to ensure they are kept clean and clear of personal items and that social distancing is achieved as much as possible. • We will make information available to guests on the increased risk of using these facilities. • Where possible, we will increase safe ventilation. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Providing and explaining available guidance	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> • Clear guidance on expected customer behaviours, social distancing and hygiene will be provided to people on or before arrival, for example on online booking forms and on-site signage and visual aids. It will be explained to customers that failure to observe safety measures will result in service not 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p>

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					<ul style="list-style-type: none"> being provided. Written or spoken communication regarding the latest guidelines will be provided to both workers and customers inside and outside the venue. Posters or information setting out how customers should behave at the venue to keep everyone safe will be provided. We will also consider the particular needs of those with protected characteristics, such as those who are hearing or visually impaired. Where necessary, these will inform customers that police and the local authorities have the powers to enforce requirements in relation to social distancing and may instruct customers to disperse or leave an area, issue a fixed penalty notice, or take further enforcement action. Customers will be informed that they should be prepared to remove face coverings safely if asked to do so by police officers and staff for the purposes of identification. Workers will be encouraged to remind customers to follow social distancing advice and clean their hands regularly. We shall ensure that information passed to customers does not compromise their safety. 			businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released.
Employee attendance to site	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> Employees that can work from home, including those not in customer-facing roles such as administrative staff, will do so if at all possible. The minimum number of people required for safe operation of the venue will be on site at any one time. The wellbeing of people who are working from home will be monitored and means for them to be able to stay connected to the rest of the workforce, especially if the majority of their colleagues are on-site, will be implemented. We will keep in touch with home-based workers on their physical wellbeing, including their welfare, mental and physical health, and personal security. 			Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released.
Protecting people who are at a higher risk	Contracting COVID-19	Employees			<ul style="list-style-type: none"> Support will be provided to employees with regards to mental health and wellbeing. A support system will be identified and implemented. Employees and volunteers who fall into the 			Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19

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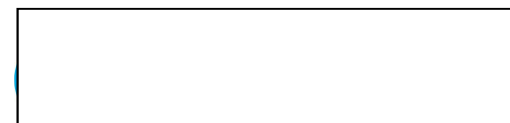
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Staff movement around venues	Contracting COVID-19	Employees Contractors Visitors			<ul style="list-style-type: none"> • Movement around the venue will be limited by discouraging non-essential trips within the building, for example restricting access to some areas, encouraging the use of radios, telephones or other electronic devices when sending orders from service areas to kitchens, where permitted, and cleaning them between use. • Job and location rotation will be employed, for example assigning workers to specific areas or keeping temporary personnel dedicated to one venue. • One-way systems will be implemented where possible and marked through the venue. • Social distancing measures will also be implemented in high-traffic areas such as corridors 			<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Working areas	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> • Layouts and processes have been reviewed to ensure staff can work apart from each other as far as is reasonable. • Where it is not possible to move working areas further apart, we will arrange for people to work side-by-side or facing away from each other rather than face-to-face. Where this is not possible, screens may be used to separate people from each other. 			<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Food preparation areas	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> • Government guidance on food preparation will continue to be followed. • The kitchen will be accessed by as few persons as possible. • Interaction between kitchen staff and other workers will be minimised, including break times. • Teams will be put into shifts to minimise contact between persons. • Working areas will be spaced to maintain social distancing guidelines as much as possible, recognising the difficulty of moving equipment such as sinks, hobs and ovens. Consideration will be given to cleanable panels to separate working areas in larger kitchens. • Floors will be marked with social distancing measures. • One-way traffic systems will be employed through 			<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

						<ul style="list-style-type: none"> the kitchen. Access to walk-in fridges, freezers and pantries will be managed with a 'one in, one out' system. Contact points such as the pass and other areas for the delivery of the prepared food will be managed to minimise risk and maintain social distancing. 				
Meetings and training	Contracting COVID-19	Employees Members of the public Contractors				<ul style="list-style-type: none"> Remote meeting tools should be used where possible to avoid face-to-face contact. Only absolutely necessary participants will physically attend meetings and will maintain social distancing guidelines. Participants will avoid sharing pens, documents or other items during a meeting to reduce transmission. Hand sanitiser will be provided in the meeting rooms. Wherever possible, meetings will be held outdoors or in well-ventilated areas. Floor signage will be implemented to encourage social distancing. We will provide clear, consistent and regular communication to improve understanding and consistency of ways of working. Workers and worker representatives will be engaged through existing communication routes to explain and agree any changes in working arrangements. Communication and training materials for workers prior to returning to site will be undertaken. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Back of house / common areas	Contracting COVID-19	Employees Members of the public Visitors				<ul style="list-style-type: none"> Break times will be staggered to maintain social distancing within break/staff rooms. The use of outside areas for breaks will be encouraged. Areas freed up by remote working can be used for breaks. Screens may be required in common areas where staff and customers interact, such as tills. Social distancing marking for other common areas, such as toilets, showers, lockers and changing rooms and in any other areas where queues typically form, will be maintained. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

Accidents, security and other incidents	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> Incident and emergency procedures will be reviewed to ensure they reflect the social distancing principles as far as possible. Consideration will be given to ensure enough persons with safety designated tasks are on site at all times to ensure the safety of staff and customers. We will ensure security changes made as a result of COVID-19 do not adversely affect the security of staff or customers. Where physical searches of customers are required, appropriate measures such as PPE will be implemented. We will continue to follow government advice on managing security risks will continue to be followed. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Cleaning the premises – prior to opening	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> Checks will be completed on the need to service or adjust ventilation systems, for example so that they do not automatically reduce ventilation levels due to lower than normal occupancy levels. Complete a deep clean of the premises prior to opening. Extra bins and waste collection will be provided. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Cleaning the premises – keeping the venue clean	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none"> Doors will be wedged open, where appropriate, to increase ventilation. This does not apply to fire doors. Frequent cleaning will be completed of objects and surfaces that are touched regularly, including counters and tills, and we will make sure that there are adequate disposal arrangements for cleaning products. Surfaces and objects will be cleaned between each customer use. This will include cleaning tables, card machines, chairs, trays and laminated menus in view of customers before customer use. Once symptomatic, all surfaces that the person has come into contact with must be cleaned, including: <ul style="list-style-type: none"> All surfaces and objects which are visibly contaminated with body fluids; and All potentially contaminated high-contact areas such as toilets, door handles, 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

						<p>telephones, etc.</p> <ul style="list-style-type: none"> Public areas where a symptomatic individual has passed through and spent minimal time in (such as corridors) but which are not visibly contaminated with bodily fluids do not need to be specially cleaned and disinfected. If a person becomes ill in a shared space, these should be cleaned using disposable cloths and household detergents, according to current recommended workplace legislation and practice. General cleaning will be increased to cover all occupied areas. Windows and doors will be kept open as much as possible to increase ventilation. 				
Handling goods, merchandise, other materials and onsite vehicles	Contracting COVID-19	Employees Members of the public Contractors				<ul style="list-style-type: none"> Goods and merchandise entering site will be cleaned and sanitised. Shared contact points on equipment will be cleaned prior to each use. Frequent handwashing will be encouraged, and further facilities provided. Regular cleaning will be completed of the interior of shared vehicles that are taken home by staff. Handling procedures for laundry will be reviewed to ensure that dust is not raised and to prevent spread of the virus. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
PPE and face coverings	Contracting COVID-19	Employees Members of the public Contractors				<ul style="list-style-type: none"> PPE identified to control risks other than COVID-19 will continue to be worn. Staff who wish to wear face coverings should be permitted to do so, even though not required. To do so safely, they should: <ul style="list-style-type: none"> Wash their hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on, and before and after removing it. When wearing a face covering, avoid touching their face or face covering, as this could contaminate them with germs from their hands. Change their face covering if it becomes damp or if they have touched it. Continue to wash their hands regularly. Change and wash their face covering daily. 				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>



					<ul style="list-style-type: none">○ If the material is washable, wash in line with manufacturer's instructions. If it is not washable, dispose of it carefully in the usual waste.○ Practise social distancing wherever possible.				
Deliveries to other sites	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none">• Procedures will be put in place to minimise contact with persons at the destination, including contactless payments and maintenance of social distancing.• Where two-person deliveries are required, cohorts will be formed with the same two people consistently working together.				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Communication and training	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none">• Regular and clear communication with staff will be delivered to ensure knowledge and comprehension of the risks and controls.• Training will be delivered to staff prior to opening the site. This will include arriving at and leaving work.				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Ongoing communication and signage	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none">• Ongoing communications will be made with workers unions.• Simple, clear signs will be used with pictures where possible. These will be clear to persons for whom English is not their first language or who are visually impaired.• Means of written communication, such as whiteboards, will be used to remind staff of rotas and control measures.				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Inbound and outbound goods	Contracting COVID-19	Employees Members of the public Contractors			<ul style="list-style-type: none">• Pick-up and drop-off collection points, procedures, signage and markings will be revised.• The frequency of deliveries will be minimised, for example by ordering larger quantities less often.• Where possible, the same pairs of people will be used for loads where more than one is needed.				<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p>

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					<ul style="list-style-type: none"> • Drivers will be permitted access to welfare facilities when required, consistent with other guidance. • Drivers will be encouraged to stay in their vehicles where this does not compromise their safety and existing safe working practice, such as preventing drive-aways. • There will be one-way flow of traffic in stockrooms. • Put-away and replenishment rules will be adjusted to create space for social distancing. Where social distancing cannot be maintained due to venue design, sufficient mitigation strategies should be designed and implemented. • We will minimise contact during payments and exchange of documentation, for example by using electronic payment methods and electronically signed and exchanged documents. 			https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released.
Handling of keys	Contracting COVID-19	Employees Customers Contractors Cleaners			<ul style="list-style-type: none"> • Handover of keys to property is done a socially distanced way, ensuring that keys are cleaned. • Staff cleaning accommodation between stays will follow full government handwashing guidelines, and a comprehensive checklist of all hand-contact surfaces to be cleaned throughout the property when each guest vacates will be carried out. 			Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released. Fuller considerations for self-catering accommodation providers are set by UKHospitality .
Queues and social distancing	Contracting COVID-19	Employees Customers Contractors			<ul style="list-style-type: none"> • Organised queuing within existing protected areas. • Operators are careful to avoid giving credible, detailed information that could help a hostile entity identify an attractive target and carry out an attack. 			Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19

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									ons/guidance-to-employers-and-businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released.
Events	Contracting COVID-19	Employees Customers Contractors			<ul style="list-style-type: none"> Venues should not permit live performances, including drama, comedy and music, to take place in front of a live audience. 				Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released.
Gatherings	Contracting COVID-19	Employees Customers Contractors			<ul style="list-style-type: none"> We will further lower capacity. We will stagger entry times with other venues and take steps to avoid queues building up in surrounding areas. We will arrange one-way travel routes between transport hubs and venues. We will advise patrons to avoid particular forms of transport or routes and to avoid crowded areas when in transit to the venue. 				Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released.
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