

# COVID-19 Risk Assessment



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|--|--|---------------------------------|
| <b>Group:</b> You and Me Counselling                     | <b>Site:</b> 24 North Street, Hornchurch |                                 |
| <b>People at Risk:</b> Clients, Therapists, Office Staff | <b>Additional Information:</b>           |                                 |
| <b>Contact Person:</b> Bolaji Olagunju                   | <b>Job Title:</b> Development Manager    | <b>Review Date:</b> 1 Sept 2020 |

## Risk Evaluation

| Hazard                   | Risk                      | Initial Rating (L/M/H)            | Control Measures   | Final Rating (L/M/H)                    | Additional Action Required (action by whom and completion date)   |
|--------------------------|---------------------------|-----------------------------------|--|---|---|
| What's the hazard?       | What is the risk of harm? | Is this risk Low, Medium or High? | What measures will you put in place to reduce the risk identified?   | How has the rating changed as a result? | What else can you do to minimise risk?  |
| Social Distancing        | Infection from COVID-19   | M                                 | Reduced the number of staff in at any given time. Provided hand sanitisers in all rooms.   | L                                       | All staff, young people and visitors to undertake hand hygiene training   |
| Playroom Equipment       | Cross Contamination       | L                                 | Regularly sanitise equipment.  | L                                       | All children are encouraged to bring their own writing implements.  |
| Asymptomatic Individuals | Infection from COVID-19   | M                                 | All attending the office have been told not to come in if they are experiencing symptoms/have been in contact with someone with symptoms | L                                       | All have been informed that should contact tracing be necessary, we will pass on the details of those affected. |