

Covid-19 Risk Assessment - Merok Cottage, Newsham, North Yorkshire, DL11 7QZ

This Risk Assessment has been carried out following the guidelines on the HSE (Health and Safety Executive) website: www.hse.gov.uk

Potential Hazards:

- Contamination of the cottage by guests who are asymptomatic or who develop symptoms while staying at the cottage.
- Transmission of the virus between guests or between guests and staff and contractors.

Who is at Risk?

- Other Merok Cottage guests or with subsequent bookings, particularly the elderly or those with underlying health conditions.
- Cleaning and Maintenance Contractors and their immediate families, particularly if they care for relatives who are elderly or have underlying health conditions.
- The wider public locally.

Actions to Control Risk:

- Anybody who is exhibiting symptoms or who has any reason to believe they may have come into contact with the virus up to 14 days prior to their booking must follow the Government instruction to self-isolate and follow NHS guidelines. Therefore, they should not arrive at Merok Cottage.
- Contractors who are exhibiting symptoms or who have any reason to believe they may have come into contact with the virus within the previous 14 days should not come to Merok Cottage.
- Anybody who develops symptoms during their stay should follow current NHS guidelines and inform the landlord at the earliest opportunity.
- We ask all guests to follow current guidelines on social distancing.
- Guests can arrange for groceries to be delivered to the cottage to avoid trips to the supermarket.
- We will provide additional cleaning materials for guests to clean during their stay.
- We will provide alcoholic hand gel dispensers in the kitchen, bathroom and downstairs WC.
- We offer a full refund for cancellations prior to arrival day (due to national or local regulation changes, or personal circumstances).

Implement Changes to cleaning policy:

We always strive to maintain extremely high standards of cleanliness at Merok Cottage.

For the duration of the Covid-19 outbreak we have decided to adopt the cleaning practices recommended by Public Health England (PHE) for Cleaning in Non-Healthcare Settings

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

As guests may not exhibit symptoms until after they return home, we will treat every clean as if the guests had potentially been infected. Therefore, we will:

- Wear PPE when cleaning and use disposable cloths.
- Clean with then sanitise with diluted chlorine bleach and spray cleaner including bleach.
- Pay particular attention to frequently touched surfaces such as door handles and light switches.

To Protect our Cleaning Team we will:

- **Ask guests to strip their own beds and put used linen and used towels in the bag hanging on the back of the utility room door.**
- **Ask guests to empty all bins and place double bagged tied bags into the external waste bins.**

Assessment carried out by: Duncan Johanson

Last Assessment Date 09/04/2021

This policy will be reviewed monthly until the Government advises that the Covid-19 threat has passed.