

### Bradford Cat Watch Rescue Covid-19 Risk Assessment

Completed by Katie Lloyd (Care Co-ordinator)

On Friday 18<sup>th</sup> September 2020

To be reviewed on 1<sup>st</sup> October 2020 and each month thereafter

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of COVID-19 Coronavirus	<ul style="list-style-type: none"> <li>• Volunteers</li> <li>• Visitors</li> <li>• Vulnerable groups - Elderly, Pregnant workers, those with existing underlying health conditions</li> <li>• Anyone else who physically comes in contact with anyone at the rescue</li> </ul>	<p><b><u>Hand Washing</u></b></p> <ul style="list-style-type: none"> <li>• Hand washing facilities with soap and water in place.</li> <li>• Stringent hand washing and sanitising taking place.</li> <li>• Drying of hands with disposable paper towels.</li> </ul> <p><b><u>Cleaning</u></b> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches and all contact surfaces using appropriate cleaning products and methods.</p> <p><b><u>Social Distancing</u></b> Social Distancing - Reducing the number of persons in any zone to a maximum of 2 to comply with the 2-metre (6.5 foot) gap recommended by the government.</p> <p>Taking steps to review Volunteer schedules including start &amp; finish times, volunteering from home (admin) to reduce number of volunteers at the rescue at any one time.</p>	<p>Volunteers to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to use hand sanitizer. Also reminded to catch coughs and sneezes in tissues - Follow Catch it, Bin it, kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</p> <p>Rigorous checks will be carried out by Katie (care Co-ordinator) to ensure that the necessary procedures are being followed.</p> <p>Volunteers to be reminded daily of the importance of social distancing both in the workplace and outside of it.</p> <p>Volunteers to be reminded that wearing of gloves or sanitizing is not a substitute for good hand washing.</p> <p>Katie (Care Co-ordinator) will offer support to volunteers who are affected by Coronavirus or has a family member affected.</p> <p>Communicate with Visitors and carry out a COVID-secure induction on arrival.</p>	Katie Lloyd	18/9/20	

Redesigning processes to ensure social distancing in place.

**Wearing of Gloves**

Where Risk Assessment identifies wearing of gloves as a requirement, an adequate supply of these will be provided. Volunteers will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.

**Wearing of face coverings**

All visitors to the rescue will be required to wear face coverings at all time.

All Volunteers have been briefed about the 3 zones and if any volunteer is sharing a zone with another person, they must both wear a face covering

**Symptoms of Covid-19**

If anyone becomes unwell with a new continuous cough or a high temperature at the rescue, they will be sent home and advised to follow the stay at home guidance.