

North Bay Railway and Lakeside Attractions Recovery Plan Risk Assessment

Reference	RA 00001	RA Title	Covid-19				Location	NBRG ¹		
Risk Assessment Description	Procedures and practical control measures to help mitigate the risk of Covid-19.									
Additional Information	<p>Adhere to infection control procedures at all times to mitigate risk of Covid-19.</p> <p>Adhere to site specific control measures at all times.</p>									
Groups of People Affected	North Bay Railway staff, other contractors, visitors.									
Assessment Date	20 th May 2020	Previous Date	N/A			Review Due Date	Ongoing			
Reason for Review	An earlier review may be necessary due to any unforeseen events / incidents or changes in government guidance / legislation / personnel etc.									
Likelihood of Hazard Occurring	5	Certain to Occur at Some Time	4	Likely to Occur in the Short Term	3	Likely to Occur at sometime	2	May Occur at Sometime	1	Unlikely to Occur
Severity (Worst Case Scenario) if the Hazard Occurs	5	Fatality	4	Major Injury/ 7 Day Injury (RIDDOR)	3	Moderate Injury (Visit to Dr or A&E)	2	Minor Injury Requiring First Aid Treatment	1	Negligible Injury Not Requiring Treatment
Risk (Likelihood x Severity)	15 – 25 High Risk				6 – 14 Medium Risk			1 – 5 Low Risk		

List Names of All Persons Assisting in Risk Assessment	Signature	Date
R Dickinson CoastRM		20 th May 2020

List Names of All Managers/ Supervisors with Direct Responsibility for this Assessment	Signature	Date
Steve Johnson		20 th May 2020
Name of Manager with overall Responsibility for this Assessment	Signature	Date
David Fardoe		20 th May 2020

¹ NBRG refers to all staff over all attractions.

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Hazard Anything with the Potential to Cause Harm	Types of Ill health or Injury That Could Occur from the Hazard	Risk Rating			Controls Currently in Place	Residual Risk			Recommended Further Controls	Action Plan Reference
		L	S	R		L	S	R		

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Hazard Anything with the Potential to Cause Harm	Types of Ill health or Injury That Could Occur from the Hazard	Risk Rating			Controls Currently in Place	Residual Risk			Recommended Further Controls	Action Plan Reference
		L	S	R		L	S	R		
Covid-19 to staff	A new or continuous cough. High temperature. Fever. Mild infection. Fatality dependant on risk category. (Vulnerable groups - over 70 years old, people with underlying medical conditions, pregnant women, weakened immune system).	3	5	15	<p>NBRG staff have been informed that if they are experiencing a new, or continuous cough or a high temperature, or lose their sense of smell or taste then they should remain at home and self-isolate for 14 days as per government advice.</p> <p>Staff are instructed to maintain high levels of personal hygiene. Washing hands regularly for at least 20 seconds. Coughs and sneezes to be caught, preferably in a tissue and disposed of immediately. Coughing and sneezing into hands is not acceptable.</p> <p>Any site inductions to be held outside if possible. If not, maximum attendees to be in line with social distancing rules. If number of people exceeds this rule, time slots are to be pre planned with NBRG Manager.</p> <p>All areas where shared contact exists to be wiped down including all door handles, surfaces and railing / carriages with an antibacterial product regularly.</p> <p>Covid-19 toolbox talk for all NBRG staff as recommended.</p> <p>Antibacterial wipes are provided in all areas and staff are encouraged to wipe down all surfaces and tools regularly.</p> <p>Lunch and Breaks NBRG Staff are to be taken away from the public areas, socially distant from one another. Hands are to be washed before and after food.</p> <p>Wipe down surfaces before and after use.</p> <p>Wash hands before and after eating.</p> <p>Stagger breaks and lunch to maintain social distancing rules.</p> <p>Eat in own vehicles where possible or where suitable to do so.</p> <p>Bring own bottled water and repacked food.</p>	1	5	5	NBRG Manager to monitor existing control measures. Antibacterial wipes and hand sanitizers are becoming increasingly difficult to obtain. Use soap and water as a minimum.	N/A

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		L	S	R		L	S	R		
Covid-19 to staff (cont.)	A new or continuous cough. High temperature. Fever. Mild infection. Fatality dependant on risk category. (Vulnerable groups - over 70 years old, people with underlying medical conditions, pregnant women, weakened immune system).	3	5	15	<p>COSHH sheets to be available for any new cleaning agents, with staff aware of how to use them.</p> <p>Ticket Staff are to be protected by screens to separate them from members of the public.</p> <p>Contactless payments are encouraged where possible, with handling of cash kept to a minimum. Staff are to wash their hands after handling cash.</p> <p>Numbers on trains are to be controlled by NBR staff, and should not be such that social distancing rules are broken.</p> <p>Staff should use designated toilets, depending on their work areas, where able.</p> <p>The Skytrail and Water Walkers will remain closed until such a time where social distancing and hygiene rules have returned to normal, or a more manageable level.</p> <p>Staff must wear adequate PPE. This will be determined by NBR management using up to date Government guidance on a regular basis. This will also be determined by a job role and requirement to interact with members of the public. Staff may be required to wear additional PPE while they are cleaning.</p>	1	5	5	<p>NBRG Manager to monitor existing control measures. Antibacterial wipes and hand sanitizers are becoming increasingly difficult to obtain. Use soap and water as a minimum.</p>	

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		L	S	R		L	S	R		
Covid-19 to Public	A new or continuous cough. High temperature. Fever. Mild infection. Fatality dependant on risk category. (Vulnerable groups - over 70 years old, people with underlying medical conditions, pregnant women, weakened immune system).	3	5	15	<p>Numbers inside Ticket Offices, shops, on trains and queues are to be controlled to facilitate current government social distancing rules.</p> <p>Hand sanitizer will be available before and after ‘touch points’ such as doors and coffee machines. This will include entering and exiting the main Ticket Office at Peasholm.</p> <p>Contactless payments are encouraged where possible, with handling of cash kept to a minimum.</p> <p>Tickets are to be collected by the person making the purchase, and not handled by any members of staff.</p> <p>Shop items are to be kept to a minimum and public handling unless purchasing discouraged.</p> <p>Bins are to be available for tissues and used tickets.</p> <p>Every other compartment will be used on the train, to facilitate social distancing rules.</p> <p>The enclosed coaches are to be used for empty pushchair storage only, and door handles cleaned after use.</p> <p>Public are to leave through the south end of the platform, down the ramp to keep them away from the queue for the next train. Adequate segregation will be in place at Scalby Mills also.</p> <p>The Skytrail and Water Walkers will remain closed until such a time where social distancing and hygiene rules have returned to normal, or a more manageable level.</p> <p>Numbers on the Water Chute and boats will be controlled in order to facilitate social distancing rules. A regular cleaning regime will be in place.</p>				Constant daily review, PPE stocks and cleaning materials checked regularly.	

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Reopening after a significant period of inactivity.	Legionnaires, injury from failing components, injury caused by inexperience.	3	5	15	<p>All water systems to be fully flushed through before use, and drinking from taps discouraged.</p> <p>All areas are to be cleaned thoroughly before opening, and regularly thereafter.</p> <p>All routine inspections, including that of assets and infrastructure must be restarted prior to use.</p> <p>All staff to receive refresher training, at a safe distance by a competent person. After such a period of inactivity, competence will be assessed by the General Manager, as the most experienced member of operational staff.</p> <p>Train timetabling will reflect that staff require more time to carry out their extra duties and allow for adjustment to any changes to procedures. More time should be allowed for them to carry out duties slower than they normally would.</p> <p>Fire alarm system must be tested, and all first aid and fire extinguishers checked to be in date and present.</p> <p>Check and adequately deal with nesting insects or animals since closure.</p> <p>Check all signage is up to date, with additional signage where required.</p>	1	5	5	Constant daily review, PPE stocks and cleaning materials checked regularly.	