

Details	
Group	Pizarro Restaurant Group
Site	The Swan Inn
Title	The Swan Inn_ COVID-19 RiskAssessment
Assessed By	Clara Peseiro Mocinho

Task	Completed date of assessment
COVID-19 Risk assessment - Customer safety	02-10-2020

COVID-19 Risk assessment - Customer safety
<b>Hazards?</b>
Infection spread by staff with symptoms of COVID-19
Infection spread by customers with COVID-19
Infection spread from surfaces and equipment infected with COVID-19
<b>Who might be harmed and how?</b>
Customers
Guests
<b>Controls in place</b>
Customers will be encouraged to use contactless payments where possible, without disadvantaging older or vulnerable customers.
Physical distancing measures will be in place to permit customers and social groups to physically distance whilst queuing, and whilst inside the premises (see physical distancing risk assessment)
Posters and notices will be displayed detailing the rules in place to prevent the risks of infection from COVID-19 at point of entry and throughout the premises. Such posters will include detail of physical distancing and hand washing arrangements
Customers exhibiting symptoms of COVID-19 will be politely asked to leave the premises for the safety of others.
Hand wash stations in public areas and toilet facilities will be stocked with suitable hand soap, hand drying facilities and 60% alcohol hand gel. Hot water will also be available to all hand wash basins
60% alcohol hand sanitising gel stations will be positioned throughout the premises for customers to use. Staff will be encouraged to remind guests of the need to use these gels
All tables will be completely cleared before customers are seated. No tables will be set prior to customers sitting at their table i.e. no cloths, cutlery, crockery, glasses etc. Tables will be cleared and sanitised before seating guests
Staff interaction with customers will be limited, no drinks will be poured and safety distance will be kept while approaching tables for check back.
Tables will be kept clear of any sundry items e.g. table talkers, menu's, flowers etc.
Menu's will be displayed on boards and laminated versions will be available. Menus will also be available through a QR code, including allergen information.
Live music will not be played. Additional background music will be kept to a low volume to avoid guests shouting to make themselves heard
Records of customer names and contact details shall be held for a period of 21 days to assist with the operation of the NHS Test & Trace scheme

Additional controls required	Action by whom	Action by when	Completion date - comments
Completed date of assessment:	02-10-2020		
Review date	Person completing review	Reason (e.g. annual review, following accident, changes)	
23-09-2020	Clara Peseiro Mocinho	New restrictions in place	

**Task: COVID-19 Risk assessment - Customer safety**

Trained employees	Training date	Signature
Dario Gonzalez Santana	21-07-2020	
Karolina Rus	21-07-2020	
Tara Cooper	21-07-2020	
Amber Price	31-07-2020	
Karolina Rus	31-07-2020	

Trained employees	Training date	Signature
Yuri Yulian Betancourt Garcia	31-07-2020	
Jess Styles	21-07-2020	
Walid Zergaoui	21-07-2020	
Amber Price	21-07-2020	
Jacob Whelan	21-07-2020	
Steve Nyitrai	21-07-2020	
Alexandra Eyles	31-07-2020	
Jacob Whelan	31-07-2020	
Tara Cooper	31-07-2020	
Andor Szen	21-07-2020	
Matteo Derni	21-07-2020	
Jacob Whelan	21-07-2020	
Megan La Frenais	21-07-2020	
Aleksander Styczen	31-07-2020	
Elliot Salmon	31-07-2020	
Steve Nyitrai	31-07-2020	
Alexandra Eyles	21-07-2020	
Layla Skull	21-07-2020	
Elliot Salmon	21-07-2020	
Louis Woods	21-07-2020	
Yuri Yulian Betancourt Garcia	21-07-2020	
Dario Gonzalez Santana	31-07-2020	
Louis Woods	31-07-2020	
Aleksander Styczen	21-07-2020	
Karolina Rus	21-07-2020	