

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 13 - Outdoor seating	02-10-2020

COVID-19 Risk Assessment 13 - Outdoor seating
Hazards?
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
Who might be harmed and how?
Visitors
Customers
Suppliers
Staff
Controls in place
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 using outdoor seating
Notices will be displayed detailing the rules in place to prevent the risks of infection from COVID-19 at outdoor seating areas including numbers of households permitted to sit together
Customers exhibiting symptoms of COVID-19 will be politely asked to leave the premises for the safety of others.
Hand sanitiser stations will be positioned at the entrance to the external seating area with a notice requesting that customers sanitise their hands before sitting
All tables will be completely cleared before customers are seated. Cutlery, sauces etc. will not be available at the tables. Tables will be clear of any sundry items such as table talkers etc.
Staff interaction with customers will be limited, for example table check backs will be suspended.
Menu's will be single use, disposable copy only. Where possible mobile phone app use will be encouraged for ordering and menu choices. Digital solutions will include menu allergen information
Staff will take drinks and food to tables using trays where necessary. Staff will exhibit good manual handling techniques whilst carrying trays of drinks.
Trays used to carry drinks and food to tables will be cleaned and sanitised between uses
Trays will be used to remove empty glasses and dirty plates from tables. Such items will be removed from tables ideally when the table is vacated. Staff will not reach across occupied table to remove empty glasses/dirty crockery

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 13 - Outdoor seating

Trained employees	Training date	Signature
Alexandra Eyles	31-07-2020	
Karolina Rus	31-07-2020	
Tara Cooper	31-07-2020	
Amber Price	21-07-2020	
Jacob Whelan	21-07-2020	