



Risk Assessment Report

Generated on the 03/07/2020 using the 'My Risk Assessment Tool'

COVID-19

1 Identify the Hazards	2 Decide who might be harmed & how?		3 Evaluate the risks & decide on the precautions			4 Record & Implement your findings		5 Review & update
Hazard	Who	How	What are you already doing?	Remaining Risk level	Further action/ control measures	Action by whom?	Action by when?	Review date?
Touching the intercom system at the entrance gate	Staff Customers Delivery drivers Other visitors	The touching of metal which has been indicated as a virus carrier	Staff have automatic key fobs to open the gate.	High	Hand sanitiser and wipes to be made available at the gate.	Nicholas Hollick	04/07/20	04/08/20
Contact with other people when on site.	Staff Customers Delivery drivers Other visitors	Crossing paths in the car park, on the shooting course or in the Clubhouse. Teaching shooting lessons	Specific shooting times. Clearly marking a one-way system on the ground with waiting points for each stand. A one-way system in the Clubhouse is clearly signed - doors will be propped open where possible. Customers will be informed via social media and email to adhere to the one-way system, staff will also inform them when on site. Customers can be asked to	Medium	Source and provide full protective masks for staff when teaching lessons.	Nicholas Hollick	04/07/2020	04/08/2020

1 Identify the Hazards	2 Decide who might be harmed & how?		3 Evaluate the risks & decide on the precautions			4 Record & Implement your findings		5 Review & update
Hazard	Who	How	What are you already doing?	Remaining Risk level	Further action/ control measures	Action by whom?	Action by when?	Review date?
			wear a mask.					
Collecting ammunition from Honesberie staff	Staff Customers	Passing of contaminated product or possible direct contact.	Staff are regularly sanitising hands. Customers have also been instructed to sanitise hands-on arrival to the premises.	Medium	Latex gloves are available	Nicholas Hollick	04/07/2020	04/08/2020
Handling Money	Staff Customers	Handling contaminated money	Implemented a contactless payment as far as possible. Use hand sanitiser.	Medium		Nicholas Hollick	04/07/2020	04/08/2020
Handling hire equipment	Staff Customers	By handling products that have previously been handled by a member of staff or customer with the virus.	Encouraging customer to bring their own PPE. Only disposable PPE is being given to customers should they forget. Hire guns are being sanitised fully before and after use.	Medium		Nicholas Hollick	04/07/2020	04/08/2020
Food and Drink	Staff Customers	Exchanging contaminated produce	Staff are being encouraged to bring their own packed lunches.	Medium		Nicholas Hollick	04/07/2020	04/08/2020

1 Identify the Hazards	2 Decide who might be harmed & how?		3 Evaluate the risks & decide on the precautions			4 Record & Implement your findings		5 Review & update
Hazard	Who	How	What are you already doing?	Remaining Risk level	Further action/ control measures	Action by whom?	Action by when?	Review date?
		between persons. The use of crockery, cutlery, cups and saucers.	Only single-use drinks cups and stirrers are being used. Antibacterial wipes and hand sanitiser are located by the coffee machine for cleaning buttons and hands. Drinks cans are not handed directly to customers, but placed down on a table. Crockery, cutlery, cups and saucers used get put through the dishwasher on a high temperature.					
Washroom/ Toilets	Staff Customers Other visitors	shared w/c facilities. Touching handles and taps	Leave main door to toilet open. Regular daily cleaning of high touch areas. w/c sign off form located on the relevant notice board to be completed hourly.	High		Nicholas Hollick	04/07/2020	04/08/2020
Use of controls on	Customers Staff	pressing the buttons to	Hand sanitiser available throughout the grounds	High		Nicholas Hollick	04/07/2020	04/08/2020

1 Identify the Hazards	2 Decide who might be harmed & how?		3 Evaluate the risks & decide on the precautions			4 Record & Implement your findings		5 Review & update
Hazard	Who	How	What are you already doing?	Remaining Risk level	Further action/ control measures	Action by whom?	Action by when?	Review date?
shooting stands		release clays						
Gunroom	Staff Customers	Gunroom only has one entrance/exit and is a small room.	Visits by appointment only.	Medium	Maximum of 2 people in the Gunroom at any one time.	Nicholas Hollick	04/07/2020	04/08/2020

A link to this assessment has been sent to mieke@honesberieshooting.co.uk.