

Risk assessment template

Company name: Clare College

Assessment carried out by: Mr Brenan Morgan, Head Porter

Date of next review: 6 June 2022
2021

Date assessment was carried out: 20 July 2020, and 7 June

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
COVID-19 – risk of death/illness/increase of pandemic, loss of reputation, and financial loss.	College, member of College, and visitors.	Code of conduct and risk assessment to be sent to members of College who request to use croquet equipment. Code to include guidance on social distancing and hygiene: not to attend if displaying symptoms of COVID-19 or in household self-	Display Croquet Association poster next to equipment; provide cleaning equipment; set up collection of contact details to be held for a minimum of 21 days. Duty Porter on site to supervise and enforce Code of Conduct. If Code of Conduct not enforced then players will be asked to leave.	Porters	As soon as possible.	

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		<p>isolating; wash hands before arrival and on return home; social distance of 2m to be maintained from all other persons at all times unless members of of the same household; use of own mallets only; use feet to move balls; cleaning of equipment before and after use; and follow pick-up/drop-off equipment protocols; maximum of 30 in line with UK Government's Step 3 of Roadmap out of Lockdown.</p>				

More information on managing risk: www.hse.gov.uk/simple-health-safety/risk/

