





			<ul style="list-style-type: none"> <li>• Separate entrance and exit with one way movement through the café coffee doors and the outside seating area.</li> <li>• To be introduced to the café by a team member to ensure that they are aware of our strict guidelines to protect the team as well as themselves.</li> <li>• Redesigning processes to ensure social distancing is in place.</li> <li>• Ensuring sufficient rest breaks for all team members</li> <li>• New staff room in place with social distancing tables</li> </ul> <p>Wearing of Gloves</p> <ul style="list-style-type: none"> <li>• Adequate supply of disposable gloves will be provided as and when needed, this must be removed inside out and disposed of correctly in the bin.</li> </ul> <p>Symptoms of COVID-19</p> <ul style="list-style-type: none"> <li>• If anyone becomes unwell with a new continuous cough or a high temperature in the work place they will be sent home and advised to follow the stay at home guidance.</li> <li>• Line Managers will maintain regular contact with these staff members during this time.</li> <li>• If advised that the team member or public has developed Covid-19 and were recently on the premises the management team will contact the Public Health Authority to discuss the case, identify people who have been infected with them and take advice on any actions or precautions that should be taken.</li> </ul>	<p>YES, Team members to be reminded that although gloves are a form of protection, handwashing is essential.</p> <p>YES, Regular communication between the team and the management to reassure team members of fast changing situation.</p> <p>YES, Regular communication of mental health information and an open-door policy for those in need of support.</p> <p>YES, ongoing review of overall RA throughout</p>	
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			<p>Mental Health</p> <ul style="list-style-type: none"> <li>• Management to promote mental health and well being awareness during the coronavirus outbreak, offer support where they can.</li> </ul> <p>Kitchen / Front of House</p> <ul style="list-style-type: none"> <li>• Social Distancing to be adhered to as per government guidelines.</li> <li>• Sanitising of equipment and regular washing of hands to reduce cross contamination of surfaces and food sources.</li> <li>• Dishwasher to be loaded then unloaded after washing hands. All items which come back into the kitchen from the café must be sanitised, washed via the dishwasher or disposed of in a safe manner.</li> <li>• Uniform to be brought clean from home and to be worn to the site.</li> <li>• Team Member entrance via the back of the kitchen.</li> <li>• Hand Sanitisers at till area in the event of handling cash.</li> <li>• Clear entrance and exit to the kitchen to avoid touching of handles.</li> <li>• Customer Toilets to be regularly checked to remain high standards of hygiene.</li> <li>• Hand Sanitisers on entry to the café and entry to the toilets.</li> <li>• 4 toilets in the ladies and 1 urinal to be closed to allow for social distancing.</li> <li>• Contact details to be taken from anyone entering the café, details to be kept for 21 days inline with government health guidelines.</li> <li>• Chairs to be positioned to allow safe access for server to deliver food in a safe environment.</li> <li>• Social Distancing reminder signage to be used</li> </ul>	<p>the day and updating as and when needed.</p> <p>YES, line marker to be used to separate opening and closing of dishwasher</p> <p>Spares to be kept on site on cleaned with new washing machine</p> <p>Customers to be advised to pay with card or contactless payments</p> <p>Station to be set up outside of toilets One way system in place</p> <p>Paper copies to be used and destroyed as part of data protection</p> <p>All PPE provided</p>	
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			<ul style="list-style-type: none"><li>• Good hand washing techniques to be put up in the toilet sink areas.</li><li>• Open door policy in the gents and ladies toilets to reduce contact points.</li><li>• Signage on the front door explaining changes to our day to day operations</li><li>• Masks are provided and will remain optional unless otherwise advised.</li><li>• Disposable paper towels to be used front of house, cloths are only provided for the chefs for cooking (these will be allocated to reduce sharing).</li><li>• Customers are to be reminded that customers with children are responsible for them at all times.</li><li>• Providing cutlery, condiments, sugars are only delivered to the table as and when required.</li><li>• Table service provided with card payment to be taken at the table, to discourage the option of cash payment.</li><li>• Outdoor seating increased in size to allow for safe distancing.</li><li>• Disposable Menu for Breakfast, Lunch and Children's.</li><li>• Cleaning Schedule to be installed in Toilets to ensure areas are cleaned in a timely manner</li><li>• Café to be quarantined from the remainder of the garden centre to reduce numbers and toilets are to be made available to café customers only.</li><li>• Kitchen staff are to work back to back or side to side to reduce face to face contact (galley kitchen has been installed)</li><li>• Soft Play area to remain closed with access to team members only.</li><li>• Limited contact between team members from the café and the garden centre</li></ul>		
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Risk Assessor Name:	Dean Clayton	Risk Assessor Signature:		Date:	29/06/20
Manager Name:	Fred Warren	Manager Signature:		Date:	29/06/20