

COVID-19 RISK ASSESSMENT



Company name: **Torte Cake Art London Ltd**

Assessment carried out by: **Arsen Poghosyan**

Date assessment was carried out: **29 June 2021**

What are the hazards?	Who might be harmed and how?	How to control the risk	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Contracting or spreading coronavirus by not washing hands or not washing them adequately	All staff	Frequent cleaning	'Clean and use' by all staff, of all contact items e.g. door handles, light switches etc. Anti-bac wipes readily available	All	
		Limit of people in areas	Staff aware of social distancing rules Reminder signs to be displayed. Space to be made available, areas to be cleared	MS	
		Ventilation	Doors and windows opened where possible Put in place monitoring and supervision to make sure people are following controls Put signs up to remind staff to wash their hands Identify how you are going to replenish hand washing/sanitising facilities	AP	
Toilets	All staff	Frequent cleaning	'Clean and use' by all staff Staff to be aware of cleaning products (COSHH), their health & safety implications and the appropriate safety measures required	All	
		Paper towels only	Readily available, no fabric towels in use Ensure provisions are constantly available	MS	
		Liquid Soap	Readily available Ensure provisions are constantly available	MS	
		Hygiene Awareness	Follow official guidance on cleaning, hygiene and hand sanitiser Handwashing guidance/reminders to be displayed	MS	

What are the hazards?	Who might be harmed and how?	How to control the risk	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Getting or spreading coronavirus by not cleaning surfaces, equipment and workstations	All bakers & decorators	Frequent cleaning	'Clean and use' by all staff, including all kitchen equipment, microwave etc. Adequate cleaning provisions in place Staff to be aware of cleaning products (COSHH), their health & safety implications and the appropriate safety measures required	All	
		Staff make own refreshments			
		Paper towels only	Readily available, no material towels in use Ensure provisions are constantly available	MS	
		Bins emptied regularly		MS	
		Enhanced cleaning	Weekly bakery staff rota	AP	
		Use the guidance on cleaning and hygiene during the coronavirus outbreak. Keep surfaces clear to make it easier to clean and reduce the likelihood of contaminating objects. Provide more bins and empty them more often	Identify surfaces that are frequently touched and by many people such as handrails, door handles or shared equipment. Specify the frequency and level of cleaning and who should do it Avoid sharing work equipment by allocating it on a personal basis or put cleaning regimes in place to clean between each user. Put in place arrangements to clean if someone develops symptoms of coronavirus in work	AP	
Contracting or spreading the virus by not maintaining social distancing	All staff	Follow guidance on social distancing. Identify places where, under normal circumstances, workers would not be able to maintain social distancing guidelines. Identify how you can help people maintain social distancing in the first instance.	Put in place arrangements to monitor, supervise and make sure people follow social distancing guidelines. Provide information, instruction and training so people understand what they need to do. Provide signage	AP	
Virus symptoms	All staff	Bakery Fitness to Work Daily Questionnaire		All	
		Specific Guidance on Suspected COVID-19		All	

AP – Arsen Poghosyan

MS – Mary Shishmanyar