



## Covid Risk Assessment

Torie Closs, June 2021

Risk/Hazard	Action	Review (Date/Sign)
Arrival at venue and breaks	Clients will arrive via the front door of The Old Bakery, 23 Church Street and will be required to wear a mask until they are seated. Masks are also required when using the bathroom and during breaks when moving around the room.	
Track and trace	All attendees to check in via covid track and trace system on the app on arrival at The Old Bakery, 23 Church Street	
Social distancing	Seats are arranged 2m+ apart and upon arriving and leaving attendees will be asked to wear a mask. Social distancing of 2m will also be adhered to during breaks and when moving around to use the bathroom.	
Group size	Group is limited to 3 couples maximum to ensure the above distancing can take place. Once government restrictions are eased group size will increase to a maximum of 4 couples.	
Hand washing and sanitising	Regular hand washing and sanitising will be required by all in attendance.	

# Kinship



Covid testing and positive test	<p>Torie to take a lateral flow test the day before each session. Attendees are invited to do the same.</p> <ul style="list-style-type: none"><li>• If Torie tests positive on a LF test and PCR test will be arranged and lessons will be taught live over Zoom until isolation period has ended &amp; course session/s will be partially refunded pro rata to align with online course price.</li><li>• If course attendees need to miss a session due to isolation then live zoom will be facilitated if they are well enough to attend.</li><li>• If course attendees are unwell and not able to attend the session virtually will be recorded and shared.</li></ul>	
Ventilation	<p>All windows and doors will be open from an hour before the session starts to ensure good ventilation and airflow. Blankets are provided to ensure attendees are warm enough.</p>	
Hard surfaces	<p>All surfaces will be sanitised prior to and after the sessions with particular attention to commonly touched surfaces like doors, door handles &amp; light switches.</p>	
Soft Furnishings	<p>All cushions/chairs/blankets &amp; books from the lending library will be quarantined for a period of 72 hours following the session.</p>	
Breathing exercises	<p>Breathing exercises will be taught in the garden. Clients will wear a mask to reach the garden.</p>	
Bathroom	<p>The bathroom will be sanitised before and after the course and disposable hand towels will be provided. Masks to be worn to reach the bathroom.</p>	

# Kinship



Resources	Each couple will have their own basket of resources to use during the session including their course materials and individual bottles of water. These baskets will be prepared using clean hands and while masked.	
Tea station	Clients are free to access the tea making facilities if they choose to. Hand sanitiser is provided and must be used before touching the kettle and tea bags are individually wrapped.	
Lending library	Kinship clients have access to the Kinship library of books for the duration of their course. If they would like to browse books during the session they must use hand sanitiser prior to this. Upon books being returned they will be quarantined for 72 hours.	