

**BATTLE SECTOR X LIMITED**  
**INTERNAL COMPANY RISK ASSESSMENT**

**Description of Activity/Location within Building:** Changes needed to Battle Sector X to make it Covid Secure

**Effects Staff:** YES      **Effects Public:** YES      **Name of Assessor:** G.Taylor      **Date of Assessment:** 09/06/2020      **Revision:** 1

**Notes to Assessor:**

1. Severity of Hazard	2. Likelihood of hazard occurring	3. Risk Score	4. Risk Band	5. Preventative Actions	6. Revised Risk Band
Assessor should assign score accordingly; 1. Negligible 2. Minor Injury 3. Major Injury 4. Single Death 5. Multiple Deaths 6. Multiple Deaths (Remote Supervision)	Assessor should assign score accordingly; 1. Improbable (may never happen) 2. Possible (maybe once in 5 years) 3. Occasionally (may occur once a year) 4. Fairly Frequent (m. occur once 1/4 year) 5. Very Frequent (may occur each week) 6. Certain (may occur on a daily basis)	This should be the Product of the Severity of Hazard and the likelihood of it happening  Column 1 x Column 2 = Risk score	If the Risk Score is below 9 = Low If the Risk Score is above 9 and below 12 the risk = Med If the Risk Score is above 12 = High	These are additional safety controls to lower either the likelihood or severity of the hazard e.g staff directive or location of safety equipment or instruction to staff or Public.	These use the same banding as 4. Risk band but must be Low. If not, extra preventative actions should be put into place or standard operating proced. (SOP) should be written out.

Description of Hazard	1. Severity of Hazard	2. Likelihood of Hazard	3. Risk Score (Risk Band)	Description of Preventative Actions	Revised Severity of Hazard	Revised Likelihood	Final Risk Band
Is it essential that Staff need to be on the premises? Yes to conduct Business. Can back house workers should work from home? No back house I.E. Shift Runner/Chef				Minimial Staff on Shift at any one point Vulnerable Staff Members to stay on Furlough as long as possible. Vulnerable Staff Members fully identified and situation reviewed with every change in advice			
Risk of Staff to Catch Covid 19 from; 1. Other Staff Members	6	2	12 (High)	Ill or Staff with Symptoms to stay home.	6	1	6 (Low)
2. Customers - Children (0 - 18 Yrs)	6	3	18 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
3. Customers - Parents (18 - 60 Yrs)	6	3	18 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
4. Customers - Grandparents (60 Yrs - 100 Yrs)	6	4	24 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	1	6 (Low)
5. Customers - Vulnerable Individuals (Any Age)	6	2	12 (High)	Asked only essential people attend site. Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health. Individual should be following government advice at time. If that is not to attend social gathering they should not be on site.	6	1	6(Low)

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Description of Hazard	1. Severity of Hazard	2. Likelihood of Hazard	3. Risk Score (Rise Band)	Description of Preventative Actions	Revised Severity of Hazard	Revised Likelihood	Final Risk Band
6. Customers - Essential Workers (Any Age)	6	3	18 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
7. Customers - NHS Staff Members	6	4	24 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
Risk for Customers to Catch Covid 19 from; 1. Staff Members	6	2	12 (High)	Ill or Staff with Symptoms to stay home.	6	1	6 (Low)
2. Customers - Other Children	6	3	18 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
3. Customers - Parents	6	3	18 (High)	Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
4. Customers - Grandparents	6	4	24 (High)	Essential People only allowed to attend site. Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	1	6 (Low)
5. Customers - Vulnerable Individuals	6	2	12 (High)	Asked only essential people attend site. Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	1	6(Low)
6. Customers - Essential Workers	6	3	18 (High)	Individual should be following government advice at time. If that is not to attend social gathering they should not be on site. Asked only to attend if in good health, Signage Reminder on Door. Emails include reminder to only attend in good health.	6	2	12 (High)
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How is Battle Sector X trying to maintain Social Distancing?				Physical Barrier put between groups Large tables changed for single person tables Tables positioned to have increased distance between people. Arcades taken out of use. Packs assigned to individuals for duration of visit. Packs cleaned between groups. Two pack rooms to ensure smaller group sizes. Changed packages on offer. Sanitiser stations in each area. Requirement for players to wear face covering while playing. Food and drink to be preordered Seating plans to be completed before booking Staff Training given to actively promote social distancing PPE to be given to staff as appropriate. Changes made to Emails, Signage and Procedures to promote Social Distancing. Routine Cleaning Procedures Enhanced with specific focuses I.E. Regular Door Handle cleaning. Moved briefing reception area with new TVs. Changes made to the Briefing video ensure players follow all new procedures. Lines on floor to show routes to be travelled Lines on floor to stop people from moving into staff only areas. Minimal customer allowance to attend. Food and drink delivered while person not at table. Payments to be completed in advance of booking. Extras can be paid by contactless payments on the day. Light System installed for WC to prevent queueing Staff work in particular areas where possible. Card Machine taken to Customer.			