

Covid-19 Mini Quads Risk Assessment – Adventure Experience Limited

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal.

This is a **Mini Quads Risk Assessment** for dealing with the current Covid-19 situation in relation to operating Mini quads. It is not likely to cover all scenarios and each General Manager should consider their own unique, site specific circumstances. To keep up to date with Covid-19 advice to workplaces in this fast-changing situation visit: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public> **AND** <https://www.gov.uk/coronavirus>

What are the hazards?	Who Might be Harmed?	Controls Required:	Additional Controls:	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus in the workplace via the use of Mini Quads	Employees Customers Visitors Contractors Delivery Drivers	Cleaning Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of heavy use using appropriate cleaning products and methods.	A suitable general disinfectant is used on hard surfaces to reduce the risk of the coronavirus being passed on to other people. Employees are provided with disposable gloves for cleaning. Employees are trained to use a disposable cloth and first clean hard surfaces with warm soapy water, then disinfect the surfaces with suitable cleaning products supplied by the company.	GM GM GM	23/03/21 23/03/21 23/03/21	Yes Yes Yes

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	<p>Vulnerable Groups: Elderly, Pregnant Workers, People with Existing Underlying Health Conditions Anyone else who physically comes in contact with you in relation to daily operations</p>		<p>Rigorous checks are carried out by line managers to ensure that the necessary procedures are being followed. Particular attention will be given to the frequent cleaning of door handles, counter tops, chip & pin devices, touch screens, till draws, telephones, printers, touch points and mini quads</p> <p>Antibacterial wipes are provided for use on wiping down the quad's touch points. This will be the responsibility of customers pre use.</p> <p>Chip and pin devices are cleaned each time a customer enters their security pin and using the appropriate cleaning wipes supplied by the company.</p> <p>A pop-up cleaning station is used for employees to clean / sanitise ALL used quads at the start and end of the day and ad hoc where possible.</p> <p>A suitable cleaning chemical and paper towel is made available at the track for customers to clean their own quads touch points before use</p>	<p>GM</p> <p>GM</p> <p>GM</p> <p>GM</p> <p>GM</p>	<p>23/03/21</p> <p>23/03/21</p> <p>23/03/21</p> <p>23/03/21</p> <p>23/03/21</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
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			Disposable gloves are made available by the track for customers who prefer to wear them.	GM	23/03/21	Yes
			Body fluids will be cleaned using a bio-hazard kit and PPE is provided to include goggles, face / nose mask, apron and gloves.	GM	23/03/21	Yes
			Employees are trained to wash their hands with soap and water for 20 seconds, after removing gloves, and other protection used while cleaning.	GM	23/03/21	Yes
			All touch points on the mini quads will be wiped down using disinfected by a member of the team at the start and end of each day and ad hoc where possible.	GM	23/03/21	Yes
		Disposal of Waste				
		Personal waste (such as tissues, face masks, disposable gloves & cleaning clothes and tissues etc) will be stored securely within disposable rubbish bags, which will be placed into another bag, tied securely and kept separate from other waste. This waste will then	Public use waste bins are removed, or openings closed off to prevent use.	GM	23/03/21	Yes
			Public use bins are provided only for depositing used disposable gloves and paper towel.	GM	23/03/21	Yes

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	<p>be put aside for 72-hours before being put in the external waste.</p> <p>Social Distancing Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap as recommended by the Government:</p> <p>https://www.gov.uk/guidance/social-distancing-in-the-workplace-during-coronavirus-covid-19-sector-guidance</p> <p>Avoid contact with anyone who is displaying symptoms of coronavirus (Covid-19). These symptoms include high temperature and/or new and continuous cough.</p> <p>Redesigning processes to facilitate compliance with social distancing in place.</p>	<p>Customers are advised NOT to visit / ride if they are experiencing symptoms of Covid-19. This important message is promoted through all external communication including the website.</p> <p>Employees are trained and reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.</p> <p>Management checks are completed to ensure this is adhered to and the below control measures set-out below are in place and:</p> <p>Employees are reminded daily to only come in to work if they are well and no one in their household is self-isolating.</p> <p>Single file queue management systems in use, with floor markings, to limit crowds gathering at the entrance and to maintain 2-metre</p>	<p>GM</p> <p>GM</p> <p>GM</p> <p>GM</p> <p>GM</p>	<p>23/03/21</p> <p>23/03/21</p> <p>23/03/21</p> <p>23/03/21</p> <p>23/03/21</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>
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			social distancing.			
			Access to the Mini quads will be under the Sky Trial area (Jurassic Falls) or next to the castle (Pirate Cove)	GM	23/03/21	Yes
			Bookings can be made online in advance or using smart devices on arrival. Tokens can be collected at reception desks and therefore riders will have to adhere to the Covid 19 workplace risk assessment.	GM	23/03/21	Yes
			There will only be a maximum of four quads in operation at any time and young riders may only be accompanied by an adult from the same household.	GM	23/03/21	Yes
			Customers will be reminded to use the toilet before riding on the quads to reduce the need for customers to re-enter the adventure golf course reception.	GM	23/03/21	Yes
			Radios are in use to communicate with colleagues and summons assistance ie rest breaks, emergencies. Employees are issued with their own earpiece for personal use.	GM	23/03/21	Yes

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			Signage is in place to direct customers from the entrance to the track	GM	23/03/21	Yes
			Contactless payments ONLY for customers, with no cash being accepted.	GM	23/03/21	Yes
			Customers are briefed on a 10-point safety plan through the website, signage on arrival and are verbally briefed by our employees before commencing their ride.	GM	23/03/21	Yes
			Benches / seating is removed or signage 'not in use' in place if not practical to remove.	GM	23/03/21	Yes
			There is a member of staff watching from CCTV and will liaise with the course Marshall to ensure all safety rules are being followed and preventing arguments between groups. We defuse things as quickly as possible but never relax the safety rules.	GM	23/03/21	Yes
			If customers refuse to adhere to the 2-metre social distancing employees will politely ask those customers to	GM	23/03/21	Yes

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		<p>safely leave the site immediately.</p>				
		<p>Wearing of Gloves Where risk assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Employees will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p>	<p>Staff and customers to be reminded that wearing of gloves is not a substitute for good hand washing.</p>	GM	23/03/21	Yes
		<p>Use of Face Masks World Health Organisation [WHO] – When and How to Wear Facemasks to Protect Against Coronavirus:</p> <p>If you are healthy, you only need to wear a mask if you are taking care of a person with Covid-19.</p> <p>Wear a mask if you are coughing or sneezing.</p> <p>Masks are only effective when used in combination with frequent hand washing with alcohol-based hand rub</p>	<p>Disposable gloves are supplied for all employees and for use for Customers using our Mini quads Further WHO Guidance:</p> <p>Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water.</p> <p>Replace the mask with a new one as soon as it is damp and do not re-use single-use masks.</p> <p>To remove the mask; remove it from behind [do not touch the front of the mask]; discard immediately and clean your hands with alcohol-based hand rub or soap</p> <p>Face masks are supplied to employees who prefer to use them</p>	GM	23/03/21	Yes
				GM	23/03/21	Yes
				GM	23/03/21	Yes
				GM	23/03/21	Yes

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		<p>or soap and water.</p> <p>If you wear a mask you must know how to use it and dispose of it properly.</p> <p>Up-to-date WHO guidance below:</p> <p>https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks</p> <p>Symptoms of Covid-19</p> <p>If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance:</p> <p>https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</p>	<p>and feel safer by doing so. We do not operate a policy of face masks to be used in the workplace and their use if deemed unnecessary, based on our work environment and the advice issued by WHO.</p> <p>If advised that a member of public has developed Covid-19 and were recently on our premises [including where a member of staff has visited other work place premises], the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should take place</p>	GM	23/03/21	Yes
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