

Gosfield Parish Council
Management of Health and Safety
Covid-19 Specific – Public Toilet Risk Assessment

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

Date of Assessment: May 2026

Next Review Date: May 2027

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Spread of Covid-19 Coronavirus	Members of the public Employees Cleaners Volunteers Vulnerable Groups (elderly, those with existing underlying health conditions)	Hand Washing - Hand washing facilities with soap & water in place - Stringent hand-washing to take place (see. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/) - Drying of hands with disposable paper towels Gel Sanitisers - Gel sanitisers to be available in any area where hand washing facilities are not readily available	Members of the public should be reminded, by signage, to wash their hands for 20 seconds with water & soap and the importance of drying hands with disposable towels. Also, remind members of the public by signage to catch coughs & sneezes in tissues – ‘Catch it, Bin it, Kill it’ & to avoid touching face, eyes, nose or mouth with unclean hands. (Posters, leaflets & other display materials are available from https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19)			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Spread of Covid-19 Coronavirus	Members of the public Employees Cleaners Volunteers Vulnerable Groups (elderly, those with existing underlying health conditions)	Cleaning - Frequently cleaning & disinfecting objects & surfaces that are touched regularly, particularly in areas of high use such as door handles, light switches, taps, doors using the appropriate cleaning products & methods - All paper towels or cloths must be disposed of in the proper way - When cleaning, employees/volunteers must wear gloves & a mask	Must ensure a plentiful supply of cleaning materials available for cleaning Rigorous checks will be carried out by the cleaner to ensure that the necessary procedures are being followed Displaying a clearly visible cleaning schedule to give confidence to the general public Consider increase in waste receptacles & increase waste removal frequency Keep the facilities well ventilated by ensuring door open whilst unlocked Ensure an adequate supply of gloves & masks are available for cleaner/volunteers & ensure that the correct procedure for removing gloves safely is known			
Spread of Covid-19 Coronavirus	Employees Cleaners Volunteers Vulnerable Groups (elderly, those with existing underlying health conditions)	Organisation Communication Internal communication with employees will be updated regularly to assess risk & reassure in a fast-changing situation	Also – regular communication of mental health information & an open-door policy for employees who are concerned & may require additional support			

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Completed
Spread of Covid-19 Coronavirus	Members of the public Employees Cleaners Volunteers Vulnerable Groups (elderly, those with existing underlying health conditions)	Social Distancing - Reduced number of people allowed in the toilets at any one time to 1 (one) – indicated by signage - Ensure signage is prominent reminding people of the 2-metre gap recommended by the authorities - Ensure all users of the facilities are wearing masks – indicated by signage	Signage of maximum occupancy numbers must be visible at all entrances			
Spread of Covid-19 Coronavirus	Members of the public Employees Cleaners Volunteers Vulnerable Groups (elderly, those with existing underlying health conditions)	Someone Falls ill with Covid-19 Symptoms If anyone shows symptoms of Covid-19, they must, inform the Parish Council, & then go home immediately & seek medical advice. The toilet facilities will be closed until cleaning & sanitising can take place	Symptoms include: - Continuous cough - Fever/high temperature - Loss of sense of smell In the event of being informed that someone suspected of having Covid-19 has used the public toilets, the Parish Council will inform the local health authorities Ensure 'Track & Trace' QR code signage is easily visible			

Any views or opinions expressed in this document are for guidance only and are not intended as a substitute for appropriate professional advice. We have taken all reasonable steps to ensure the information contained herein is accurate at the time of writing. In relation to any particular risk assessment issues, readers are advised to seek specific advice.

Risk Rating – Likelihood x Severity = Risk Rating						
<u>Risk Ratings</u>						
Likelihood		<u>Risk Rating</u>		<u>Priority</u>		
1.	Low (Seldom)	1		No Action		
2.	Medium (Frequently)	2		Low Priority Action		
3.	High (Certain or Near Certain)	3/4		Medium Priority Action		
		6		High Priority Action		
<u>Severity</u>						
1.	Slight (Off Work for up to 3 days)					
2.	Serious (Off work for over 3 days)					
3.	Major (Death/Major Harm)					
Likelihood	2	Severity	2	Risk	2	Priority Low

Re-Adopted

Date 11th May 2026

Minute reference 26/091 Item QQ

SignedChairman

Review Date: May 2027