

## Covid-19 Risk Assessment for Short-Term and Holiday Rentals and Self-Catering Properties

Property Name

South Stonethwaite Cottage, Troutbeck

Date of Next Review:

Date of Assessment

04.07.20

Notes:

Assessment Carried out by

Claire Logan Stephens


What are the Hazards?	Who Might Be Harmed and How?	What are you already doing to control the Risk?	What further action do you need to take to control the risk?	Risk Factor / Urgency		
				High	Medium	Low
<b>Person to person contact during COVID 19 pandemic (Host and guest)</b>	Becoming infected with COVID19 and further spread the infection	<p>Installed keysafe to allow for contactless check in and departure for guests.</p> <p>Providing relevant PPE to cleaning staff and given training on how to put on and take off PPE and dispose of it safely. Advised on importance of social distancing while working.</p> <p>Issue welcome manual in pdf form to guests in advance of their arrival to inform them of the measures we are taking to prevent any potential spread of the virus as well as all relevant information with regards the running of the house.</p> <p>Removed basket for welcome pack items.</p>	<p>Any issues needing a maintenance visit to be arranged when guests are out of the property where possible (unless an emergency)</p> <p>Have an illness during stay reporting procedure and useful contact numbers in the property</p>			✓  ✓    ✓     ✓

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<p><b>Cleaner / housekeeper not fit for work and infected with COVID 19</b></p>	<p>Could spread COVID 19 through cleaning within the property</p>	<p>Regular communication between housekeeper and management to check on their health and wellbeing.</p>			<p>✓</p>
<p><b>Cleaning regimes not effective / fit for purpose</b></p>	<p>Contaminated accommodation / spread of COVID 19</p>	<p>Created a cleaning checklist that housekeeper must adhere to. The plan for key touch points is available for guests to see on the cottage website</p> <p>Cleaning standards to be checked on a weekly basis by housekeeper.</p> <p>Housekeeper given the correct protective clothing and training on how to use correctly and instructions on handwashing, protective clothing disposal and their well being.</p>			<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>
<p><b>Incorrect / ineffective cleaning materials used / Cleaning regimes not recorded</b></p>	<p>Not cleaning or sanitising the property correctly</p>	<p>Created a cleaning checklist clearly stating what should be sanitised within the property.</p> <p>COVID19 approved (EN 14476) cleaning products purchased.</p> <p>Disposable paper cloths provided. All non disposable cleaning cloths to be boil washed and left for at least 72 hours between cleans.</p>			<p>✓</p> <p>✓</p> <p>✓</p>

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		<p>List of approved cleaning products created to ensure repeat purchases continue to meet the guidelines. Staff instructed to monitor stock levels.</p> <p>Guests to be provided with dissolvable laundry bags for bed linen and towels and asked to strip their own beds and place in bags.</p> <p>Mattresses protector to be mist sprayed with EN 14476 approved disinfectant.</p> <p>Dissolvable bags to be loaded directly into washing machines. Laundry to be washed at 40 degrees as normal, tumble dried, ironed and then left for at least 72 hours before being re-used.</p>				<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>
<p><b>Dealing with a guest who is unwell or infectious outbreak in your property</b></p>	<p>The spread of an infection outbreak</p>	<p>Signage placed in kitchen with information about what to do if you suspect you as a guest are ill or have an infectious outbreak whilst staying at the property including contact information.</p>				<p style="text-align: center;">✓</p>

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		WiFi call is available as network phone signal not good in property.				✓
<b>Incorrectly laundered bedding</b>	Bacteria not killed off properly	<p>Guests to be provided with dissolvable laundry bags for bed linen and towels and asked to strip their own beds and place in bags.</p> <p>Mattress protectors to be mist sprayed with EN 14476 approved disinfectant.</p> <p>Dissolvable bags to be loaded directly into washing machines. Laundry to be washed at 40 degrees as normal, tumble dried, ironed and then left for at least 72 hours before being re-used.</p>				✓
<b>Changeover clean</b>	Contaminated accommodation / spread of COVID 19	<p>Housekeeper provided with correct PPE &amp; training to enable them to clean the property safely.</p> <p>Housekeeper only enter the property once guests have left.</p> <p>Housekeeper provided with cleaning checklist and correct</p>				✓
						✓

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		EN 14476 cleaning materials.			
<b>Legionella</b>	Infection of Legionella from standing water if the property has been lying empty	Entire water system has been flushed for two minutes.			✓

Notes on completion	
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