

## IMPORTANT INFORMATION

Looe Island Nature Reserve: Covid -19 Risk assessment for visitors and staff in relation to re-opening of Island of public trips.

Date	Saturday, July 4th, 2020	Department	Reserves	Review Date	Weekly
Assessor	Jon Ross	Location	Looe Island	Code	

Task	Hazard & Risk. Who may be harmed and how.	Existing Control Measures	RF1	Additional Control Measures	RF2	Check Initial
General measures relating to Covid-19	Transmission of virus through contact with people or objects possibly effecting staff / residents / visitors / contractors on the Island.	<p>Reference to general guidance on government websites, including HSE Public Health England (cleaning in non-healthcare settings) and Visit Britain.</p> <p>Advice from Looe Harbour Commission relating to tourist trips on day boats.</p> <p>The visitors on the Island will be outside for the whole duration of their stay (2 hours).</p>	2	<p>Provision and wearing of correct PPE for staff when required</p> <p>Head of each group / individuals visiting Island are to provide a contact name and phone details to be retained for a period of 21 days in line with data protection rules</p> <p>Hand gel stations for visitors</p> <p>Social distancing maintained. Signs to be placed around the reserve.</p> <p>Cleaning / washing down of surfaces</p> <p>Regular hand washing for staff</p> <p>Staff to monitor own health on a daily basis</p> <p>Continual review of situation</p>	1	
Visitor expectations	As above	CWT website information / information board in Looe	1	<p>Update website information to prepare visitors for any procedures to control spread of virus. In particular to encourage visitors to bring and use their own hand sanitiser.</p> <p>Additional information on notice board in Looe</p> <p>Ensure information about landing fee charge and carrying correct money</p>	1	

Visitor safety on Island Reserve other than Covid-19 risk	Possibility due to a focus on Covid-19 to lose sight on other hazards.	Continual monitoring of existing risk assessments and safety plans with regards site safety.	2	Update existing safety assessments as required	1	
Loading /unloading boat safely	Helping visitors off and on the boat may require close contact, depending on confidence / physical ability of visitor and state of sea.  Maintain social distancing when waiting for boat in queue	General safety measures relating to boat landings are covered in separate Risk Assessment.  One person at a time rule off and on boat to maintain distance.	3	Boat handler to wear gloves which are washed after each boat. Face mask available if close contact is required.  Hand rails of boat and landing trolley are cleaned after each boat trip.  Encourage people to space out in queue when waiting for boat.	2	
Briefing / introduction to the visitors	Transmission of virus	General safety measures for visitors on Island are covered in separate Risk Assessments.  One way system around the Island.	1	Visitors will be given an introduction to Island at a distance of 2m plus at normal voice level.  Hand gel station at entrance to Reserve  Large wipe board sign at entrance to inform guests of safety measures in relation to Covid-19	1	
Taking payment from visitors of landing fees / Island grown produce eg jam/chutney and Apple Juice	Cash payment increasing risk of transfer of virus.	Produce housed on a table outside	3	Any cash payments to be put in an honesty box and stored away and counted minimum 72 hours after transfer.  Safety information sign by produce informing people not to touch items for sale, and to use honesty box.  Instigate use of remote card payment system to become the prominent form of taking payment.	2	
Visitor information on the trail	Contamination of trail guides from multiple users	Guides are laminated and easily cleaned with spray and cloth	3	Used guides to be deposited in a plastic box. These will be wiped clean after use, transferred to clean box ready for next.	1	
Litter / waste management	Picking litter or dealing with waste from public	No litter bins on reserve and ask people to take their waste home	2	Use gloves to pick any litter left on site and depositing in bag	1	
Bird hide and visitor centre / shop	Considerable increase of transfer of virus when indoors.	Visitor centre / shop is closed for renovation work anyway	3	Closure of bird hide until further review.	1	

Cleaning of touched surfaces around the reserve	Transfer of virus from gate latches.	During trips, reduce number of gates that need closing to two (for stock control).	2	Cleaning of gates / latches after the final trip of each day.	1	
Cleaning of toilet facilities	Transmission of virus	Regular cleaning of toilet and availability of hand gel.	3	Toilet to be cleaned every hour during trips using PPE. Door handles to be cleaned.  Waste bin in toilet to be emptied on each clean and removed to a marked container  Full PPE (visor, apron, long gloves) to be used when swapping chambers on compost toilet.	2	
Leaseholder's expectations	Increase risk of transfer when visitors around	Island House leaseholders and their friends only here a few days a year	2	Advise to self-isolate in house / garden when visitors on Island. Advise to follow good practice when on the reserve.	1	
Contractor work on Island July – to end of season	Separate risk assessments to be written to provide up to date information regards Covid-19 at start of project.					


