

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.

Lakeland Motor Museum Ltd has carried out a full risk assessment of all our operations prior to re-opening, the following relates to our operation.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> <li>• <b>Employees</b></li> <li>• <b>Customers</b></li> <li>• <b>Contractors</b></li> <li>• <b>Visitors</b></li> <li>• <b>Members of the Public entering the premises</b></li> <li>• <b>Customers (Including vulnerable groups -Children, Elderly, Expectant Mothers Those with existing underlying health conditions)</b></li> </ul>	<p><u>Hand Washing</u></p> <p>Hand washing facilities with soap and water in place. Stringent hand washing taking place.</p> <p>Drying of hands with disposable paper towels.</p> <p>Hand sanitisers have been positioned frequently and point of sale (checked twice daily).</p> <p>Individual hand sanitisers issued to employees working in areas with limited access to dispensers.</p>	<p>Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace.</p>	LMM	July 2020	Done

		<p><b>Cleaning</b>  Enhanced cleaning routines introduced in all areas.  Anti-viral cleaning products supplied and training given in usage.  Staffing levels increased to ensure enhanced cleaning can take place</p> <p>Entry systems have been amended to ensure museum staff have additional time to allow for cleaning and sanitizing. A formal cleaning routine is in place and all employees are trained in carrying this out.</p> <p><b>Social Distancing</b>  Online booking system introduced to avoid large queues and to reduce the need to make a cash/card transaction.</p> <p>Maximum visitor numbers reduced from maximum to ensure social distancing can be achieved in all areas of the museum. Timed entry slots introduced to manage visitor numbers and reduce queuing.</p> <p>One-way system introduced and reinforced to ensure customers remain appropriately distanced</p> <p>Queuing zones have been created to ensure no overcrowding</p>	<p>To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice –</p> <p>Posters, leaflets and other materials are displayed around the premises.</p> <p>Waste materials disposed of regularly</p> <p>Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.</p> <p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it.  Management checks to ensure this is adhered to.</p>			
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