

COVID 19 RISK ASSESSMENT

Restaurant: Rare Restaurants
 Department: All Restaurant
 Assessor Full name: Tatiana Mosquera
 Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022

Areas Covered: All Restaurant
 Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK DR= Severity X Likelihood	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher than 3	Responsible person	Date of completion
Re- opening sites	All employees Members of public	<ul style="list-style-type: none"> • COVID19 return to work questionnaire to be completed for all employees prior re-commencing work. This includes specific questions to assess whether a person may be clinically extremely or vulnerable or clinically vulnerable. • Clinically extremely vulnerable employees to follow the government guidelines during the pandemic peak. this includes people with: specific cancers, organ transplant, severe respiratory conditions, rare diseases with significant risk of infection, people on immunosuppression therapies with significant risk of infection, pregnant woman with a heart disease • Clinically vulnerable employees to be advised to stay at home and work from home where possible, but can still attend work if they cannot work from home. This includes people with: chronic (long-term) mild to moderate respiratory diseases, chronic heart disease, chronic kidney disease, chronic liver disease, chronic neurological conditions, diabetes, a weakened immune system, being seriously overweight, pregnant women • All employees need to complete and sign-off the Covid-19 training and assessment with the line manager upon returning to your restaurant • If an employee or someone she/he lives with has any symptoms in line with Covid-19, the employee MUST NOT come to work. The employee must inform their line manager, self-isolate for the required period and book a PCR test. • Legionella checks on water systems take place prior to reopening • Reopening checks in place. • Adequate ventilation in place 	2	1	2	Low (1 -2)			

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR
 * LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently Slight **High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.
 * RISK CATEGORY: **Low**=Slight risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required

COVID 19 RISK ASSESSMENT

Restaurant: Rare Restaurants
Department: All Restaurant
Assessor Full name: Tatiana Mosquera
Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022

Areas Covered: All Restaurant
Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)			
							Additional controls are needed if the Degree of Risk is higher than 3	Responsible person	Date of completion
Travel to and from workplace	All employees Members of public	<ul style="list-style-type: none"> • People who can work from home should follow the government guidelines. • Where possible travel to and from workplace should be done at the quietest times and use of public transport should be avoided. • Where possible staggered shift patterns may be implemented to allow better travel times. • All employees must travel to and from work in their own mask (unless they are exempt). • Social distancing of 2 m apart from others need to be maintained 	2	1	2	Low (1 -2)			
Arriving at work & leaving work	All employees Members of public	<ul style="list-style-type: none"> • Where possible rotas should staggered to avoid overcrowding BOH areas, entrances and exits on arrival and departure times • All employees MUST always wash and sanitise their hands thoroughly immediately upon arriving to work. • All employees are encouraged to wear a mask while working (unless they are exempt). • Upon arrival all employees must have their temperature checked. If someone has any symptoms, the employee will be sent home, ask to self-isolate for the required period and get a PCR test . • Employees must change into a clean uniform • Personal clothes to be stored in locker or a sealed bag • Phones, personal belongings, or accessories (i.e. jewellery, watches etc) are stored in a designated area to prevent use and touching whilst at work or if they must be used, these are sanitised effectively before use • Employees MUST Leave the site promptly following their shift and not loiter or wait for others. • The latest government guidelines MUST be followed regarding isolation for people who tested positive or people who has been in close contact with a person who has tested positive for COVID-19 	2	1	2	Low (1 -2)			

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR

* LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently Slight **High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.

* RISK CATEGORY: **Low**=Slight risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required

COVID 19 RISK ASSESSMENT

Restaurant: Rare Restaurants
 Department: All Restaurant
 Assessor Full name: Tatiana Mosquera
 Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022

Areas Covered: All Restaurant
 Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*		LIKELIHOOD*	DEGREE OF RISK	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High				DR= Severity X Likelihood	Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher than 3
Handwashing & Hygiene	All employees Members of public	<ul style="list-style-type: none"> Hand sanitizer available in all reception areas, washrooms, and key points in the restaurant i.e. handwash sinks, changing rooms, waiter stations, kitchen pass, Bar. Hands are washed and sanitised thoroughly for at least 20 seconds upon leaving home and immediately upon arriving to work, and then at a minimum of 30 minutes intervals throughout your shift. Posters displayed in guest toilets and BOH areas to remain guest and employees to wash and sanitise their hands regularly. Staff has been trained on who to wash their hands. Cough or sneeze into a tissue and bin immediately. If a tissue is not at hand than cough or sneeze into the crook of your elbow (inside of your elbow) 	2	1	2	Low (1 -2)				
Uniform & Personal protective equipment	All employees Members of public	<ul style="list-style-type: none"> All employees must wear unsoiled clean laundered uniforms every day. Chefs to place used uniform in dirty laundry bin. All front of house staff to place their working cloths into sealed bag to carry home. All staff encouraged to wear disposable mask while on shift (unless they exempt). These should be changed once a shift or if they become damp, soiled, or if you have touched it. When wearing disposable gloves and disposable aprons for any duty the employees must remember to dispose of and refresh them every 30 minutes, and also if they leave the premise at any point (break etc). Hands need to be always wash before putting gloves on If leaving and returning the site after a long break, the team member will complete the process as if it was the beginning of their shift. This includes a full change of clothing and re-washing 	2	1	2	Low (1 -2)				
Delivering First Aid	All employees Members of public	<ul style="list-style-type: none"> Hands are washed or sanitised before and after dealing with a casualty wherever possible First Aider will wear a mask wherever possible when treating injured party. First Aider will wear gloves prior to handling any dressings. Gloves are always worn when dealing with open wounds Cuts and grazes will always be covered with waterproof dressing and gloves Waste is disposed of safely If CPR is required, any helpers must remain 2m away from the first aider and the casualty. The helper may swap roles with the first aider, but will maintain 2m distances from each other A towel or piece of material will be placed over the mouth and nose of the casualty where possible as a makeshift mask. 	2	1	2	Medium Low (3)				
Suspected case whilst working on site	All employees Members of public	<ul style="list-style-type: none"> If a team member develops a high temperature, respiratory illness, difficulty Breathing or a persistent cough while at work, they will: <ol style="list-style-type: none"> Return home immediately . Avoid touching anything . Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. Follow the guidance on self-isolation and not return to work until their period of self isolation has been completed. Once the team member has left, a precautionary clean is carried out . Testing is encouraged to provide confirmation of whether the symptoms are COVID-19. If the test returns negative, then the individual and family unit may return to work. 	2	1	2	Low (1 -2)				

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR

* LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently Slight **High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.

* RISK CATEGORY: **Low**=Slight risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required

COVID 19 RISK ASSESSMENT

Restaurant: Rare Restaurants
 Department: All Restaurant
 Assessor Full name: Tatiana Mosquera
 Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022
Areas Covered: All Restaurant	
Date Amended:	

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		DR= Severity X Likelihood	Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher than 3	Responsible person
Social distance in: working areas Back of house and Common areas	All employees Members of public	<ul style="list-style-type: none"> Where possible start times are staggered to avoid overcrowding entrances, changing rooms, BOH and exits. Where possible putting teams into shifts to restrict the number of workers interacting with each other. Teams to be split into smaller groups working the same shifts where possible to reduce the spread of infection. Enter and leave the building using the one-way' or "give way" traffic system accordingly. where possible the site will have more than one entry point use one for entering the building and one for exiting. A minimum safe social distance of 2 meters or 1m with risk mitigation needs to be maintained between employees and also between employees and guests, suppliers or visitors. This includes all work areas, entrances, receptions, exits, rest areas, toilets, lifts and kitchen Reviewing layouts and processes to allow staff to work further apart from each other. Where it is not possible to move working areas further apart, arranging people to work side-by-side or facing away from each other. Also, if a task require 2 people then minimise the time team are in close proximity with one another to. Keep these periods under 15 mins Where possible break times are staggered to reduce pressure on the staff break rooms or places to eat and ensuring social distancing If someone is not respecting the safe social distancing space, they need to be reminded about the measures that are in place in a calm, polite and friendly way. if Head Office staff intend to visit multiple sites, physical distancing must be adhered to. 	2	1	2	Low (1 -2)			
		<ul style="list-style-type: none"> All employees must refrain from physical contact where possible and where not deemed necessary for their employment. For example: shaking hands or kissing hello/goodbye, sharing of food or drinks is not permitted and sharing of work equipment, tool's or office supplies should be avoid. If that is not possible a drop off zone needs to be assigned. Briefs are to be had spread out at 1 meter distance All washroom doors and cubicles have been fitted with forearm pulls to avoid hand contact. Doors to kept open, where possible to avoid hand contact. This does not apply to fire doors. A 'one-way' or 'give away' traffic system are implemented in restaurants where possible. Employees to reduce movement around buildings by discouraging non-essential movements. Use radios where possible. Employees that work in one place, must remain there without moving to other areas unless necessary. Kitchen access is limited to essential people only. Only designated employees are allowed to access walk-in pantries, fridges and freezers. This should be at one at a time only Kitchen employees should minimise interaction with front of house staff, or delivery drivers, including when on breaks Discourage visitors to the restaurant, with meetings being conducted remotely. Where visitors/contractors are necessary, inform them of the controls on site before arriving. Use telephone systems and teleconferencing to reduce face to face meetings. If meeting must be held in person, a 2m distancing should be maintained and avoid sharing appliances. Holding meetings outdoors or in well-ventilated rooms whenever possible. Maintenance work should be organised when minimal people are on site such as overnight or early morning. Prioritise safety during incidents - In an emergency, for example, an accident or fire, people do not have to stay 2m apart if it would be unsafe. Once the emergency is over, wash hands. Each shift with reduced team will still have a First Aider and Fire Warden as a minimum. Urinal dividers installed 							

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR
 * LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently **Slight High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.
 * RISK CATEGORY: **Acceptable**=Acceptable risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required

COVID 19 RISK ASSESSMENT

RARE (H) GAUCHO

Restaurant: Rare Restaurants
Department: All Restaurant
Assessor Full name: Tatiana Mosquera
Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022

Areas Covered: All Restaurant
Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)			
							Additional controls are needed if the Degree of Risk is higher than 3	Responsible person	Date of completion
Cleaning	All employees Members of public	<ul style="list-style-type: none"> • Cleaning and sanitisation of surfaces programme are in place to prioritise potential hand contact areas and preparation surfaces. • All common areas, surfaces, tools, and equipment that are frequently touched should be wiped down with sanitizer spray on after every use. • Aggressive spray bottles of disinfectant on a surface are avoided to minimise the risk of spreading any virus. With soft spray or pouring technique in use. • Mops and brushes are assigned for each area • Staff should wear disposable gloves or washing-up gloves and aprons for cleaning. Throw them away in the regular rubbish after cleaning is finished • Sanitiser that is effective against COVID 19 to be used. Ensuring correct contact time and dilution rate • A procedure is in place for handling any potentially contaminated waste. • A specific team member is designated to complete cleaning of toilet areas to prevent potential contamination • Any member of the team using the office to work must sanitize the desk, computer, keyboard, mouse, and phone before and after its use. • All working areas should be clean and cleared of clutter. • All cloakroom areas should be sanitized as part of closedown procedures. • After cleaning everybody must wash their hands according to the handwashing safe system of work 	2	1	2	Low (1 -2)			

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR
 * LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently Slight **High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.
 * RISK CATEGORY: **Low**=Slight risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required

COVID 19 RISK ASSESSMENT

PLATE CO. 00000000

Restaurant: Rare Restaurants
 Department: All Restaurant
 Assessor Full name: Tatiana Mosquera
 Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022

Areas Covered: All Restaurant
 Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*	LIKELIHOOD*	DEGREE OF RISK DR= Severity X Likelihood	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High		Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher than 3	Responsible person	Date of completion
Goods Deliveries	All employees Members of public	<ul style="list-style-type: none"> Reduce the number of deliveries to the site, for example by increasing the size of orders reducing frequency. Stop personal deliveries to the workplace. To maintain distance Items should be dropped by suppliers in a designated location. If employees are on site whilst the delivery is being made, it needs to ensure they keep 2 meters distance from the supplier when deliveries are received. If products need to be transferred between sites send by courier or taxi where possible, avoid to send an employee to collect them. Whilst unpacking the deliveries staff should wear a disposable apron and it is disposed of after the job is completed Hands should always be washed thoroughly after handling delivered items. Where possible and safe, having single workers load or unload vehicles. Where possible, using the same pairs of people for loads where more than one is needed. Enabling drivers to access welfare facilities when required, consistent with other guidance. Encouraging drivers to stay in their vehicles where this does not compromise their safety and existing safe working practice, such as preventing drive-always. Creating one-way flow of traffic in stockrooms 	2	1	2	Low (1 -2)			
Delivery & takeaways	All employees Members of public	<ul style="list-style-type: none"> Deliveries to be completed by the approved third party only Packing order procedures in place For collection a designated pick up area defined, and physical distancing enforced Sanitiser stations are available, and use encouraged upon entry to the premises 	2	1	2	Low (1 -2)			

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR
 * LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently **Slight High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.
 * RISK CATEGORY: **Acceptable**=Acceptable risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required

COVID 19 RISK ASSESSMENT

RARE GD GAUCHO

Restaurant: Rare Restaurants
 Department: All Restaurant
 Assessor Full name: Tatiana Mosquera
 Signature: *Tatiana Mosquera*

Date of Review:	15/12/2021
Next Review Date:	15/12/2022

Areas Covered: All Restaurant
 Date Amended:

Hazards: The spread of COVID 19 virus from person to person, resulting in infection. The virus spreads in droplet form, either through sneezing and coughing or through indirect contamination, such as hand to contact area to hand.

Task	Person at risk?	Existing controls/safe system of work	SEVERITY*		LIKELIHOOD*	DEGREE OF RISK	RISK CATEGORY (RC)*	ACTION PLAN		
			1 Minor 2 Serious 3 Major	1 Low 2 Medium 3 High 4 Very High				DR= Severity X Likelihood	Low (1 -2) Medium Low (3) Medium (4) High (6-8) Very High (>9)	Additional controls are needed if the Degree of Risk is higher than 3
Service of food and drinks	All employees Members of public	<ul style="list-style-type: none"> Guests are encouraged to wear face covering while at the restaurants, except when seated at a table to eat or drink. However, the staff is not responsible for enforcing guests face covering. This is an important reminder to help mitigate transmission. Ensure all reservation times are staggered to avoid queuing at reception. *Return times* will be given to all reservations. Seating – Guests must remain seated at all times when on the premises (inside or outside) apart from when entering, exiting or using the toilet. Guests will not be served food or beverages unless they are seated. Ensure all reservation times are staggered to avoid queuing at reception. When taking orders, a minimum distance of 1m must be adhered to and where possible, stand further away or to the side rather than face to face. A mask must be worn by the server during this process. Written and spoken communication is provided about the latest guidelines to both our teams and guests Front of house staff should minimise interaction with kitchen staff, or delivery drivers, including when on breaks 	2	1	2	Low (1 -2)				
Meetings (Business lunch & Dinner)	All employees Members of public	<ul style="list-style-type: none"> Use telephone systems and teleconferencing to reduce face to face meetings. If meeting must be held in person, attendance MUST maintain a safe physical distance of 2m or 1m with risk mitigation at all times during the meeting, including when attendees arrive and leave the meeting. Holding meetings in well-ventilated rooms whenever possible. Meetings will be concluded in the shortest reasonable time. Meeting rooms are to have enhanced cleaning, with areas being disinfected before and after meetings. Table furniture will be limited to only what is necessary and will be fully cleanable. Attendees must not attend the meeting if they are exhibiting COVID-19 symptoms or have test positive for COVID-19. Attendees must not attend the meeting if they have been required to self-isolate by NHS Test and Trace or due to travel to/from certain countries as per Government guidance or have been in enclosed contact and not fully vaccinated. Attendees should be encouraged to wear a face covering until they are seated and if they leave their seat e.g. to go to the toilet Hand sanitiser will be provided at the entrance to the meeting room for everyone to use. Hand contact surfaces and touch points will be identified and thoroughly cleaned and sanitised at regular intervals. Doors (excluding fire doors) will be propped open to avoid hand contact and promote ventilation. The presenter must also remain socially distanced from the rest of the attendees. 	2	1	2	Low (1 -2)				

* SEVERITY : **Minor**= All other injuries/Minor damage **Serious**= Injury where people may be off work for more than 7 days/Serious damage **Major**= Death or major injury as defined in RIDDOR
 * LIKELIHOOD : **Low**= Where harm will seldom occur **Medium**= Where harm will occur frequently **Slight High**=Where it is certain that harm will occur. **Very High**= When it has happened more than once.
 * RISK CATEGORY: **Acceptable**=Acceptable risk **Low**= Keep under review **Medium** = Action required within specified time scale **High** = This week or earlier **Very High** =Immediate action required