

COVID 19 Operational RISK ASSESSMENT FORM

COMPANY: Riverside Miniature Railway

DATE: July 2020

1/1

LOCATION: Riverside Park, St Neots.

Audience: Members and Visitors.

REVIEW DATE: August 2020

COLUMN 1 Significant Hazard Associated With	COLUMN 2 Who Might Be Harmed & How	COLUMN 3 Risk Factor			COLUMN 4 How Is The Risk Controlled	COLUMN 5 List What Further Action Is Necessary To Control The Risk
		A	B	AxB		
<p>Spread of COVID-19 Coronavirus</p> <p>Within enclosed areas</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Members will be advised that access to enclosed spaces is to be limited as follows: Station building – 2 members Workshop – 1 member All other buildings – 1 member</p> <p>A bench will be provided near the signal box to allow members to have breaks outside maintaining social distancing</p>	<p>Visitors will not be permitted unsupervised access to enclosed areas.</p> <p>Everyone will be reminded to cleanse their hands regularly and to maintain social distancing where possible at all times as per the current government guidelines.</p>
<p>Spread of COVID-19</p> <p>Outside areas</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Limiting the number of visitors on-site at any one time.</p> <p>Platform – 2 members and 1 visitor bubble. Visitors will board and disembark from different platforms.</p> <p>The advice on social distancing measures applies to everyone and should be followed wherever possible. Workplaces need to avoid crowding and minimise opportunities for the virus to spread by maintaining a distance of at least 1 metre between individuals wherever possible. However please follow the latest social distancing guidelines released by the government as and when they are updated.</p> <p>Where it is not possible to remain apart, staff should work side by side, or facing away from each other, rather than face to face if possible.</p>	<p>Visitor numbers will be controlled by the use of a monitored, gated entry system only allowing a certain number to access the site at any one time.</p> <p>A supervised one way system will be in use throughout the site and for boarding and disembarking the trains.</p> <p>Queue markers will be provided at 2m intervals, following government guidance.</p> <p>Areas will be taped off to prevent visitor access (i.e. turntable)</p> <p>Posters and reminders around the railway to inform them of social distancing measures.</p>

<p>Spread of COVID-19</p> <p>Ticket and merchandise sales</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>The booking office will be closed.</p> <p>There will be no tickets or merchandise sold</p> <p>No change will be given</p>	<p>Passengers will be asked to make a suggested donation of £1.00 per ride</p> <p>Cash will be collected in a container and counted at the end of running by the treasurer.</p>
<p>Spread of COVID-19 Coronavirus</p> <p>Driving locomotives and riding the train</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>When taking over from another individual from driving a locomotive all controls of that locomotive are required to be wiped down.</p> <p>If riding on the train as a member or visitor you are required to follow the latest government guidelines with social distancing measures.</p> <p>No children can travel unaccompanied</p>	<p>Anti-bac wipes will be provided and carried on the locomotive</p> <p>Passengers will be asked to queue in ‘visitor’ bubbles. One bubble may travel per carriage.</p> <p>Carriages will be cleaned by the guard or another allocated member between passengers with anti-bac cleaning products</p> <p>All children must be accompanied by an adult</p>
<p>Spread of COVID-19 Coronavirus</p> <p>Handwashing</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Members and visitors will be reminded to cleanse their hands regularly and maintain social distancing where possible at all times in line with current government guidance.</p>	<p>Hand gel will be provided for members and visitor use</p> <p>Hand gel will be placed on a table near the platform entrance.</p>
<p>Spread of COVID-19 Coronavirus</p> <p>Preparations and disposal</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Social distancing must be observed when bringing locomotives and rolling stock in to use and when packing away</p> <p>All locos, rolling stock and other equipment should be sanitised before going into service and again before going into storage.</p>	<p>Equipment will be provided to facilitate safety and social distancing during these processes.</p> <p>Anti-bac cleaning materials will be provided</p>

<p>Spread of COVID-19 Coronavirus</p> <p>Equipment</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Radios must be sanitised before and after use and before passing on to another member</p> <p>Members wishing to carry out guarding duties must supply their own whistle. Sharing of whistles is not permitted</p> <p>The use of ticket clippers will be suspended until further notice</p> <p>Wheelchair carriage: Passengers cannot be secured safely without close contact from members</p>	<p>Anti-bac wipes will be provided</p> <p>The wheelchair carriage will not be available for use</p>
<p>Spread of COVID-19 Coronavirus</p> <p>Passenger and/or locomotive emergency assistance</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>If a passenger needs emergency assistance social distancing should be observed. If the assistance involves close contact with the passenger, a mask and gloves should be worn by any assisting members and offered to the passenger.</p> <p>If a locomotive needs assistance social distancing should be observed Guards should ask passengers to disembark the train, whilst retaining social distance. Members working in close proximity together should wear masks</p>	<p>Masks and gloves will be provided for members and carried in the guards van for use in an emergency.</p>
<p>Spread of COVID-19</p> <p>Individuals displaying symptoms</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Anyone displaying the latest symptoms of the COVID-19 coronavirus which are provided on the government website are asked to stay at home and follow medical advice.</p>	<p>Following the latest advice on the government website regarding the COVID-19 pandemic.</p>
<p>Spread of COVID-19</p> <p>Vulnerable members</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Any members that are within the vulnerable group are to follow the latest government advice.</p>	<p>We are advising members within these groups to not attend the railway.</p>

<p>Spread of COVID-19</p> <p>Cleaning</p>	<p>Members and Visitors – Illness to person</p>	4	3	12	<p>Where cleaning is required to work surfaces, use gloves provided and dispose of them straight after the task.</p>	<p>Wipes are provided and stored in the station lobby and compound.</p> <p>Wipes to be bagged and binned. If the bin is full, wipes to be taken home and disposed of.</p>
<p>Spread of COVID-19</p> <p>Using the Kitchen Facilities</p>	<p>Members and Visitors.- Illness to person</p>	4	3	12	<p>Kitchen facilities will not be available. Members are required to bring their own food and drinks.</p>	

Hazard Severity (a)		Likelihood of Occurrence (b)	
1 – Trivial	(eg discomfort, slight bruising, self-help recovery)	1 – Remote	(almost never)
2 – Minor	(eg small cut, abrasion, basic first aid need)	2 – Unlikely	(occurs rarely)
3 – Moderate	(eg strain, sprain, incapacitation > 3 days)	3 – Possible	(could occur, but uncommon)
4 – Serious	(eg fracture, hospitalisation >24 hrs, incapacitation >4 weeks)	4 – Likely	(recurrent but not frequent)
5 – Fatal	(single or multiple)	5 – Very likely	(occurs frequently)

The risk rating (high, medium or low) indicates the level of response required to be taken when designing the action plan.

	Trivial	Minor	Moderate	Serious	Fatal
Remote	1	2	3	4	5
Unlikely	2	4	6	8	10
Possible	3	6	9	12	15
Likely	4	8	12	16	20
Very likely	5	10	15	20	25

Rating Bands (a x b)		
LOW RISK (1 – 8)	MEDIUM RISK (9 - 12)	HIGH RISK (15 - 25)
Continue, but review periodically to ensure controls remain effective	Continue, but implement additional reasonably practicable controls where possible and monitor regularly	-STOP THE ACTIVITY- Identify new controls. Activity must not proceed until risks are reduced to a low or medium level