

# Risk Assessment

Name: Joe Shipman

Date of risk assessment update: 28/09/2020

## Covid-19: Calderstones Event- Creepy Caldies Welly Walk

**Assumptions:** This risk assessment is based on the assumption that the government has permitted the running of exhibitions and conferences because the risk of transmission of Covid-19 has reduced to a level that permits business activities of this nature to resume with some controls. The controls therefore will be in line with other local business activities. Controls will differ from region to region depending on the local risk and local law. Some controls are mandatory as per The Reader's policy and these are indicated in the template.

**Emergencies:** Measures and reactions to immediate life threat emergencies (such as Fire or Security Emergencies) take precedence over biosecurity controls. All teams should be briefed to this effect.

**Scope:** This risk assessment only covers the event activities for which The Reader are directly responsible. It does not cover external activities not in the tenanted area, in this case, Calderstones Park. The Reader works closely with council parks officials in encouraging appropriate measures around the tenanted area at Calderstones Park, but are not responsible for ensuring appropriate social distancing and hygiene measures outside of The Reader's tenanted area.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done?
Transmission of CV 19 between leaders / attendees / members of the public	Group attendees, leaders or members of the public may become infected with CV19. The risk is notably lessened in comparison to indoor activity, and will be further controlled by small group size.	Participants of the event are limited to one household of max 5 (including under 12s) per session and are to maintain a distance of 2 meters between the group and the Story hunter at all times. Enforcing distancing to be the responsibility of the Storybarn staff, with the requirements communicated in advance by the Operations Team.	This will be monitored based on feedback from the Storybarn staff about how well the measures are working, and any feedback will be recorded and shared with the Fac/Ops Teams for consideration in future events.	STORYBARN Team BW	29.10.20	

		<p>The Storybarn team leading the event must always wear a visor during the event. Wearing a face mask is optional, although as this may inhibit communication with people who rely on lip reading, facial expressions and clear sound, Staff leading the event must wear a face shield visor if they chose to not wear a face mask, and maintain social distancing of 2 meters plus at all times.</p> <p>In line with government guidance, masks are not required by the attendees of the event as the event is outside, this is down to individual preference. We strongly encourage good hand hygiene and the use of alcohol hand sanitizer where appropriate.</p>					
--	--	---	--	--	--	--	--

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done?
Transmission of CV 19 between leaders/attendees/members of the public	Group attendees, leaders or members of the public may become infected with CV19. The risk is notably lessened in comparison to indoor activity, and will be further controlled by small group size.	Track and trace details will be available from the online booking system, so that in the event any participants need to be contacted, we can provide the NHS track and trace with the relevant details. There is also a possibility that track and trace details will need to be collected from the public in person also.	There is a risk of public stopping to watch the event. Storyhunters will reduce the risk of this by using the pre-selected stopping points which will have enough space to avoid bottlenecks. Storyhunters will also have to be vigilant with the public explaining the need for social distancing, either asking the public to move on or to move the attending group so a safer location.	STORYBARN Team, BW	19.09.20	
		Staff will sign in using Staff track and trace symptom tracker when entering site. Records will be discarded by OPS team after 21 days. If anyone has had symptoms or exposure in the last 24hrs, we they will not be permitted to attend any Reader activity for a period of 14 days.				
		During the performance, activities which can create aerosol (such as shouting, chanting, and singing along) are discouraged.	Storybarn team to ask attendees to not chant/sing along.			
		There is a small risk of transmission from surfaces at stopping points along the route. For example gates or benches. The Story hunters will carry hand sanitiser for themselves and the				

		<p>public to use along the route should this be identified as being needed.</p>				
		<p>Story hunters when collecting materials at the Storybarn will operate social distancing in the space following the Storybarn building Covid risk assessment requirements.</p>				
		<p>Before handling books or using materials that need to be shared between the Storybarn team Story hunters will use hand sanitizer and where appropriate sanitizer the materials they are using.</p>				

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done?
Transmission of CV 19 between leaders/attendees/members of the public	Group attendees, leaders or members of the public may become infected with CV19. The risk is notably lessened in comparison to indoor activity, and will be further controlled by small group size.	Materials used by the public in the session are sticks and chalk. These materials will be stored in the public's individual plastic containers. All of which will be prepared by Storybarn staff using disposable vinyl gloves. The materials will be taken away by the public at the end of their session. The plastic containers will be sanitized between sessions to mitigate the risk of transmission.	Ensure nobody other than the Story hunters come into contact with the materials before they are given to the group.	STORYBARN Team	19.09.20	

# Storybarn Outdoor Risk Assessment

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done?
Slopes, steps, uneven surfaces, wet leaves and mud	<p>Children, parents, Story hunters, volunteers.</p> <p>Slips, trips, falls, grazes, sprains</p>	<p>Staff to check/inspect park routes prior to sessions. Careful selection of route and activity area if weather is particularly inclement. Children supervised at all times. Lead Story hunter carries a first aid kit and walkie talkie.</p>	<p>Ongoing checks as already outlined.</p> <p>Storybarn staff to conduct full safety brief prior to each session, tailored to particular weather conditions</p>	<p>Storybarn staff.</p> <p>Parents directly responsible for supervision of children.</p>	15.08.19	Ongoing
Nettle stings, insect bites	<p>Children, families/ parents, Story hunters, volunteers</p>	<p>On site inspection, instruction and supervision of children. Parents are directly responsible for supervision of children. Walkie talkie and first aid kit. All personal medication for individual children/ parents to be carried by individuals (e.g. allergy medicine, EpiPens).</p>	<p>Ongoing instruction as outlined.</p> <p>Storybarn staff to conduct full safety brief prior to each session.</p> <p>Storybarn staff to carry first aid kits</p>	<p>Storybarn staff, Parents/ families</p>	15.08.19	Ongoing

Adverse Weather – Exposure to different kinds of weather conditions	Children, parents, Storyhunters. Possibility of sunburn risk in the summer. Possibility of adverse reaction to cold or wet conditions in	Adjust schedule to avoid heaviest rain.	Storybarn staff to conduct full safety brief prior to each session, tailored to particular weather.  Ponchos being ordered as of October 2019.	Storybarn staff, parents/ family members  SB Ops Coord	15.08.19  October 2019	Ongoing  Completed by November 2019
General public using the park at the same time as especially dog walkers.	Children, adults. Risk of altercation with a dog. Risk of infection from dog waste.	Dog safety: Children supervised at all times. Children advised at beginning of sessions not to pet dogs.  Dog waste safety: Site inspection; on site instruction and supervision. Family/ parents to ensure appropriate hygiene for group. Wet wipes provided for hand cleansing. Children and adults advised to wash hands once back at Storybarn.	Continue promotion of dog waste bins at all sites  Ongoing checks and vigilance as outlined  Storybarn staff to conduct full safety brief prior to each session.	Storybarn staff, general public and family/ parents	15.08.19	Ongoing
Story Hunter Props	Children and adults. Props falling and causing injury Splinters from trees/ rough bark edges	Ensure all props are secured or kept at a low level. Parents responsible for supervising children at all times	Daily check when props are put out and brought in each day	Storybarn staff, Parents/ guardians	15.08.19	Ongoing