


COVID 19 RISK ASSESSEMENT UPDATES

Company name:	The Fountain Inn
Assessment carried out by:	David Charles / Manager
Date assessment was carried out:	11/09/2020

TASK	COVID-19: RULE OF 6
HAZARDS	Spread of COVID- 19
WHO MIGHT BE HARMED?	Staff Customers B&B Guests Contractors Suppliers Visitors
CONTROLS IN PLACE	Staff advise each booking of the new law and not authorise any guests who do not adhere to these new rules. Our confirmation email on our online booking system states the current laws.
WHO NEEDS TO CARRY OUT CONTROLS?	ALL PARTIES
ACTION NEEDED BY WHEN?	AT ALL TIMES
SIGNATURE	<i>D. J. CHARLES</i>


COVID 19 RISK ASSESSEMENT UPDATES

Company name:	The Fountain Inn
Assessment carried out by:	David Charles / Manager
Date assessment was carried out:	23/09/2020

TASK	COVID-19: NO SALE OF ALCOHOL AFTER 10PM & ESTABLISHMENT TO CLOSE AT 10.20PM EVERY EVENING
HAZARDS	Spread of COVID- 19
WHO MIGHT BE HARMED?	Staff Customers B&B Guests Contractors Suppliers Visitors
CONTROLS IN PLACE	Staff advise each booking of the new law and not authorise any guests who do not adhere to these new rules. Our confirmation email on our online booking system states the current laws. Staff to stop serving alcohol at 10pm every evening. Staff to ensure that all customers have left the building by 10.20pm every evening.
WHO NEEDS TO CARRY OUT CONTROLS?	ALL PARTIES
ACTION NEEDED BY WHEN?	AT ALL TIMES
SIGNATURE	

COVID 19 RISK ASSESSEMENT UPDATES

Company name:	The Fountain Inn
Assessment carried out by:	David Charles / Manager
Date assessment was carried out:	26/09/2020

TASK	COVID-19: LOCAL LOCKDOWN FOR CITY & COUNTY OF SWANSEA COMING INTO FORCE 6PM SUNDAY 27/09/2020
HAZARDS	Spread of COVID- 19
WHO MIGHT BE HARMED?	Staff Customers B&B Guests Contractors Suppliers Visitors
CONTROLS IN PLACE	Staff advise each booking of the new law and not authorise any guests who do not adhere to these new rules. Our confirmation email on our online booking system states the current laws.
WHO NEEDS TO CARRY OUT CONTROLS?	ALL PARTIES
ACTION NEEDED BY WHEN?	AT ALL TIMES
SIGNATURE	

TASK	COVID-19: USE OF FACE COVERINGS
HAZARDS	Spread of COVID- 19
WHO MIGHT BE HARMED?	Staff Customers B&B Guests Contractors Suppliers Visitors
CONTROLS IN PLACE	<p>Customers to be informed that they must wear a face covering (unless the hold an exemption certificate) when entering, exiting and using the toilet facilities. B&B guests to adhere to the same protocol for customers, except when they are alone in their B&B rooms.</p> <p>All parties to be informed over the telephone when making a reservation, via our email notification of booking online, Facebook status and signage at entry. All existing bookings to be contacted by staff to inform them of above.</p>
WHO NEEDS TO CARRY OUT CONTROLS?	ALL PARTIES
ACTION NEEDED BY WHEN?	AT ALL TIMES
SIGNATURE	