



STAFFORDSHIRE FIRE AND RESCUE SERVICE

COVID-19 RISK ASSESSMENT

Location(s) Being Assessed:	All SFRS Fire Stations (except Hanley & Tamworth Belgrave)	Referenced Guidance:	HSE - Working safely during the coronavirus outbreak GOV.UK - Coronavirus (COVID-19): guidance and support	RA REF:	SFRS C-19 2
Date:	27/08/2021	Review Due:	31/03/2022	Associated Guidance:	SFRS Covid-19 Workplace Guidance
Name of Assessor(s):	Tim Doel, James Green, Maxine Richardson, Rich Williams & Union Reps Consulted			Risk Rating Key:	High Medium Low
Specific Hazard To Be Controlled:	Exposure to, and potential infection by the Covid-19 Virus				

Area/Task	Person(s) At Risk	Risk Rating Before Controls	Control Measures Implemented	Risk Rating After Controls
<u>Reception Areas</u> (If applicable) Arriving at, or leaving Fire Stations	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none"> ♦ Screens situated between reception personnel & visitors ♦ Hands sanitisers made available ♦ Cleaning schedule has been increased to include the disinfection of doors and surfaces ♦ Hands to be sanitised before signing in/out or completing other visitor/contractor documentation 	Low
<u>Office Areas</u> Working in and visiting any office	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none"> ♦ Hands should be sanitised on entrance and exit using hand wash stations ♦ All desks and equipment should be sanitised using Chemgene Spray (COSH Assessment 715) prior to, and following use ♦ Cleaning schedule has been increased to include the disinfection of doors and surfaces ♦ Posters and signs displayed ♦ Consider using air conditioning or opening windows to refresh the air in the room 	Low
<u>Station Training Room</u> Attending training sessions or meetings	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none"> ♦ Hands should be sanitised on entrance and exit using hand wash stations ♦ Cleaning schedule has been increased to include the disinfection of doors and surfaces ♦ Posters and signs displayed ♦ Consider using air conditioning or opening windows to refresh the air in the room 	Low



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<u>Community Rooms</u> Members of the public or partner services using community facilities	SFRS Staff Visitor Contractors Partners	Medium	<ul style="list-style-type: none"> Community group leader(s) to receive station induction on, or prior to the first visit to include covid control measures and procedures (from 04/10/21) Strategic partner services to sign/out at each station to assist track and trace recording Hands should be sanitised on entrance and exit using hand wash stations All desks and equipment should be sanitised using Chemgene Spray prior to, and following use, COSHH assessment to be forwarded with this risk assessment to each strategic partner before facility use commences Cleaning schedule has been increased to include the disinfection of doors and surfaces Consider using air conditioning or opening windows to refresh the air in the room 	Low
<u>Staircases & Corridors</u> Utilising all internal communal walkways	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none"> Hands should be sanitised using stations where available Cleaning schedule has been increased to include the disinfection of door, surfaces and hand rails Posters and signs displayed 	Low
<u>Toilets, Showers & Changing rooms</u> Utilising all internal facilities	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none"> Hands should be washed with soap and water before exiting area Cleaning schedule has been increased to include the disinfection of door, surfaces, sinks and toilet cubicles Posters and signs displayed Personal belongings to be kept in lockers at all times Consider opening windows to refresh the air in the room 	Low



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<u>Gym</u> Using the gym equipment	SFRS Staff Partners	Medium	<ul style="list-style-type: none">◆ Equipment to be cleaned after use◆ Posters and signs displayed◆ Cleaning schedule has been increased to include the disinfection of door, surfaces and gym equipment◆ Also see Gym Usage Policy	Low
<u>Staff Dining Area</u> Using the kitchen and dining area facilities	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none">◆ Posters and signs displayed◆ Cleaning schedule has been increased to include the disinfection of door and internal surfaces◆ Hands washed or sanitised before food/drink preparation◆ Crockery and cutlery washed and replaced in storage following use◆ Consider opening windows to refresh the air in the room	Low
<u>Lift</u> Using the lift in the amenities block	SFRS Staff Visitors Contractors Partners	Medium	<ul style="list-style-type: none">◆ Posters and signs displayed◆ Cleaning schedule has been increased to include the disinfection of door and internal surfaces	Low
<u>Drying Room</u> Drying kit and equipment	SFRS Staff Contractors	Medium	<ul style="list-style-type: none">◆ Cleaning schedule has been increased to include the disinfection of door, surfaces and gym equipment◆ No personal items in drying room◆ Posters and signs displayed	Low



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<u>Appliance Bay, Sluice Room and BA Room</u> Using operational areas	SFRS Staff Visitors Contractors	Medium	<ul style="list-style-type: none">♦ Cleaning schedule has been increased to include the disinfection of door, surfaces and sinks♦ Hands should be washed with soap and water or sanitised after handling Operational equipment♦ Posters and signs displayed	Low
<u>External Areas</u> Using paths, walkways and car park areas	SFRS Staff Visitors Contractors	Medium	<ul style="list-style-type: none">♦ Visitors to follow signage and report to reception	Low
<u>Bunkered Fuel Pump</u>	SFRS Staff Contractors	Medium	<ul style="list-style-type: none">♦ Touch point cleaning♦ Wearing of gloves when using and dispose of immediately afterwards	Low