



TRAVELLING
NATURAL
HISTORY
- MUSEUM -

COVID Specific Risk Assessment

Prepared by: The Travelling Natural History Museum (TNHM)

Date: 22nd Sept 2020

Objective: for use, considerations and reference prior to any Dino party event

What are the hazards?	Who might be harmed	Controls required	Additional controls - responsibility and voluntary assistance	Action by who?	Action by when?
Spread of Covid-19 Coronavirus	TNHM staff Client and attendees or guests. Venue staff Anyone else physically coming into contact with us or them during or after the event	Every client, party and venue facility will be different for each booking, therefore controls levels and requirements will vary and need to be discussed prior to each event. TNHM will expect each client and venue to work with them to achieve a safe working/party environment for all.		TNHM staff, client and venue staff	Preparation before and to action on the day of the event.
		<p>Hygiene</p> <ul style="list-style-type: none"> Hand washing facilities, including soap, hot water, paper towels and hand sanitiser to be available for all person to use, at any Dino party venue, whether indoor or outdoor. Routine and regular hand washing, especially prior to and after food or display is touched. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ Bins, bin bags and tissues to be available for all: catch it, bin it, kill it! 	Responsibility lies with <u>each individual person</u> choosing to attend the Dino party. To assist in achieving and acting upon these controls, the TNHM staff will voluntarily prompt, if necessary and where appropriate, persons to follow hygiene routines, especially hand washing after handling any display items.	Everyone present at the event	During the event

		<ul style="list-style-type: none"> Wearing of face covering at all times when inside venue or premises. Routine use of sanitiser hand gel. 	<p>TNHM will pay extra notice of the children during the party and will call attention if they see them touching the display, or their faces, eyes etc. However, the full responsibility lies with each parent of each child.</p> <p>Encourage all adults present of the necessity of wearing a face covering whilst indoors at all times.</p>		
		<p>Cleaning</p> <ul style="list-style-type: none"> TNHM will disinfect, clean, wipe and/or spray the display models and artefacts and table surfaces regularly, wherever possible, and particularly if/after any items are touched or handled by client or attendees. Buckets (for hot water), soap and brushes brought by TNHMH and used solely by them during the party, to clean the display. Venue or client responsible for and to arrange cleaning for all other areas of high use, such as door handles, kitchen areas, toilet etc. 	<p>TNHM, although not responsible for cleaning areas outside of their own display and hosting area, will aim to carry enough supplies of hygiene and cleaning equipment to provide to client and/or venue staff on request, to enable them to facilitate cleaning and hygiene regimes. However, it is expected that both client and venue staff will bring and supply their own wherever possible.</p>	<p>TNHM staff, client and venue staff</p>	<p>During the event</p>

		<p>Social distancing</p> <ul style="list-style-type: none"> • Social distancing -whenever applicable, posts and chains will be used by TNHM to barrier off displays or to segregate areas to help all attendees to comply with the 2-metre (6.5 foot) gap recommended by the public health agency <p>https://www.publichealth.hscni.net/news/covid-19-coronavirus https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</p> <p>Social distancing is the responsibility of the client and every individual attending. To assist, however, TNHM staff may also suggest or utilise floor tape, venue chairs, cones or other markers to help clients and adults/parents maintain distancing throughout the party and during drop off/collection times.</p> <ul style="list-style-type: none"> • No Party to exceed the party gathering number limit, as set out by Government law and guidelines. This number Includes TNHM staff. (These restrictions are subject to change, so we will liaise with you during the lead up to your Party, of any changes. The Ultimate responsibility to adhere to the number restrictions lies with the client.) • Importantly, if held in an Indoor venue, the maximum number of people attending <u>Must Not</u> exceed an amount where Social Distancing may not easily be maintained. 	<p>TNHM will inform and remind clients of the importance of strict party number limits. However, on booking a party and venue, the Client is agreeing to take on and will retain sole control and responsibility for party gathering number.</p> <p>TNHM will make announcements at the start and, where appropriate, during the party, to all persons present, advising on distancing, display barriers and any other measures that have been put in place to help everyone maintain distancing throughout the party</p>	<p>Client</p> <p>Everyone present at the event</p>	<p>During the event</p> <p>In preparation of and throughout the event</p>
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	<ul style="list-style-type: none"> • TNHM will expect the client to visit and/or take advice from venue staff on venue size to person ratio. <p>If the Government restricted number maximum is exceeded, or TNHM find a venue is clearly too small for the number of persons present, they reserve the right to postpone or cancel the booking until numbers are within Government guidelines. Full payment will still be due.</p>			
	<p><u>Gloves</u> Where necessary or wished, TNHM staff may choose to use gloves, especially during plaster fossil casting activity. They will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p>TNHM will aim to carry ample supplies in case anyone else has need of them during the party.</p>	Gloves are not a substitute for good hand washing and other hygiene regimes.	TNHM staff, client and venue staff	In preparation of and during the event
	<p><u>PPE</u> <i>Public health guidance on the use of PPE (personal protective equipment) to protect against covid-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours</i></p>	A Dino party setting does not and should not require use of PPE. TNHM will not carry supplies of, or expect to wear, PPE.	N/A	N/A

	<p>Symptoms of covid-19 Individuals must not attend the event if they begin to suffer from any of the three covid-19 specific symptoms:</p> <ol style="list-style-type: none"> 1. New continuous cough 2. High temperature 3. Loss of smell &/or taste senses. <p>Anyone who develops these symptoms or who is diagnosed with covid-19 within x21 days of the event must inform the client and/or TNHM staff immediately.</p> <p>If TNHM staff develop symptoms, they will self-isolate immediately, and inform the client. Responsibility will lie with the <u>client</u> to inform venue and all other attendees/guests from the party.</p> <p>(this is in order to prevent the need for all individuals to provide their details to TNHM before entering the venue, whilst also engaging in the NHS Test&Trace philosophy.) TNHM notes that the venue may well have their own rules surrounding this aspect and will comply fully with any venue measures in place.</p> <p>For any uncertainty or for further guidance, please see the below link to the public health authority.</p> <p>https://www.publichealth.hscni.net/</p>	<p>TNHM embrace and engage the practise of NHS Test&Trace and request client and venue to do so too.</p>	<p>Everyone present at the event.</p>	<p>Before, during and for x21 days after the event.</p>
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