

Novel Corona Virus (Covid19) Risk Assessment for N & C Professional's Shop

The following **Risk Assessment** was carried out by Barry Newman and Phil Allen on Tuesday 2 June 2020 with the aim of reopening the Professional's Shop from Monday 15 June 2020 in line with Government Guidelines.

Source of Contamination	Nature of Risk	Exposed Risk	Controls	Residual Risk
Pro Shop doors	Common point of contact for anyone entering or leaving shop	Possible	Sanitising hand gel will be available inside and outside the shop with suitable signage. Use of disinfectant by pro shop staff to wipe common, contact points at least every 2 hours shop is open.	Negligible
Pro shop staff	Working in close proximity of one another, risk of contamination and transmission	Possible	Social distancing – maintain minimum 2 metres apart, signs in place. Regular hand washing for minimum of 20 seconds. Appropriate use of biologically resistant gloves. Effective use of sanitised hand wipes.	Negligible
Golfers and non-pro shop staff entering the shop	Coming into close contact with one another and pro shop staff whilst in the shop	Inevitable	Everyone encouraged to use sanitiser hand gel when entering the shop. Social distancing – maintain minimum 2 metres apart, signs in place. A 2-metre line has been drawn from the counter. A sneeze protective screen in front of the till on the counter. Limit of 2 people in the shop at any one time (other than staff). Use of a one-way system around the shop, appropriate signage in use. Communication of all measures that are in place to make the pro shop a safe place will be published in the weekly newsletter for members and on the club's website for members and non-members.	Minimised
Pro shop merchandise and goods	Contamination of goods, transmission of Covid19 from contaminated goods to a person.	Possible	Availability of biologically resistant gloves at entrance for those customers who wish to handle goods. Where possible goods to be disinfected after being handled. Customers will be asked not to handle goods unless they intend to purchase. Card transactions only, no cash to be accepted. Safe, effective and coordinated system in place for the disposal of rubbish and recycling.	Unlikely
Pro shop office	Risk of contamination on chairs, counter, office furniture, telephone, stationery etc...	Possible	Regular hand washing for minimum of 20 seconds. Appropriate use of biologically resistant gloves. Effective use of sanitised hand wipes. Use of disinfectant, at least every 2 hours shop is open. Assign and label items are far as possible as single use.	Unlikely

Pro shop swing studio	Coming into close contact with another person. Common points of contact	Possible	Only 2 persons allowed in the studio at any one time. 2 metre markings made on floor to show space permitted. Everyone encouraged to use sanitiser hand gel when entering the shop. Social distancing – maintain minimum 2 metres apart, signs in place.	Minimised
Pro shop fridge	Provision of cold drinks and snacks	Possible	Signage asking customers not to touch fridge or snacks but to ask staff what they would like. Staff to use biologically resistant gloves and hand goods to the customer. Fridge door handle to be wiped with disinfectant or sanitised hand wipes at least every 2 hours. Card transactions only, no cash to be accepted.	Negligible
Practice, tuition golf net by 14 th tee	Risk of transmitting disease when giving golf lessons	Possible	Ensure social distancing at all times. Contact points to be wiped down with disinfectant.	Negligible
Buggy store, trolleys, batteries	Common contact points, risk of transmission	Possible	All items used or touched to be disinfected and wiped down. Buggies only to be hired on a single use basis.	Negligible

Additional Measures available for all of the risks identified above:

Whilst all these precautionary measures will be put in place to help provide a safe environment, it should be noted that all staff and golfers have a **Duty of Care** not only to themselves to stay safe but also to all other people in the Pro shop.

Barry Newman and Phil Allen.
Newbury & Crookham Golf Club.
5 June 2020.