

Watchtree Nature Reserve

Great Orton, Carlisle, CA5 6NL

Location: Watchtree

Title : Cycle Hire Covid 19	Date of Assessment : 15/07/2020	Risk Assessor : Matthew Wind
Risk Assessment Reference : RA088	People involved in making this assessment : Matthew Wind	
Task/ Process : Managing Cycle Hire during Covid 19 Pandemic	People at Risk : Employees, Members of the Public	

Hazard : Infection Spread of Covid 19 during the donation, retail, repair or servicing of cycles.
Control Measures:
1. Cycle hire should be prearranged where possible. Customers will be advised that card payment is preferred. Online payment is available via the website.
2. Staff must wash there hands regularly and specifically following receipt of payment, customer contact or shared contact point contact.
3. Access to all indoor office, storage and workshop areas is restricted to staff only. Access to the roped off area is strictly under the supervision of staff or volunteer team members.
4. Customers wishing to ride cycles may only do so if they wash there hands (before and after) using the sink and products (hand soap or alcohol based hand-gel) provided.
5. Gloves, face masks and guidance for safe use of PPE are issued to all staff should they feel that a scenario requires them.
6. Staff will handle bikes by less common contact points such as the stem and seat stays. Touching handlebars, controls and saddle should be avoided.
7. Contact points (Handlebars, controls and saddle) should be sanitised after every use or if touched by staff or visitors.
8. Customers will be encouraged to bring their own helmets. Helmets issued by Watchtree will be fitted by the customer or another member of the customer's "bubble" or household group under staff instruction. Returned helmets shall be quarantined until sanitised or 72 hours has elapsed

Documents Associated with this Risk Assessment:	
Review Date : 22/12/2021	Reviewer : Matthew Wind