

<p>DISCLAIMER</p>	<p>This risk assessment template has been provided free of charge for you to use when you open your garden to the public. It is not provided or intended as a specific risk assessment for your garden and is guidance only. Lycetts accepts no responsibility for any loss or liability arising out of the use and implementation of the control measures documented. You remain responsible for the health, safety and welfare of yourself, any employees you may have and the visitors to your garden.</p> <p><u>IF YOU WISH TO USE THIS RISK ASSESSMENT TEMPLATE THEN YOU MUST AMEND IT TO MAKE IT RELEVANT TO YOUR GARDEN AND ANY LOCAL COVID-19 RESTRICTIONS INCLUDING THE TIER FOR YOUR LOCATION.</u> Some of the suggested controls may not be relevant to, or suitable for, your garden or you may wish to include further controls. We strongly advise that you include site-specific information about your garden and the controls that you will implement.</p> <p>If you have any employees working in your garden then they should be invited to take part in this process.</p>						
<p>ORGANISATION :</p>	<p>INSERT THE NAME OF YOUR GARDEN HERE</p>						
<p>SUBJECT:</p>	<p>COVID-19 RISKS WHEN OPENING UP GARDENS TO THE PUBLIC</p>						
<p>SOURCES OF INFORMATION:</p>	<p>This risk assessment describes the hazards and controls required to manage the spread of COVID-19 when gardens or other formal outdoor spaces are opened up to the public either as paying visitors or as general access.</p> <p>Gov.UK: https://www.gov.uk/coronavirus https://www.gov.uk/guidance/working-safely-during-coronavirus-COVID-19 https://www.gov.uk/guidance/coronavirus-COVID-19-advice-on-accessing-green-spaces-safely</p> <p>NHS: https://www.nhs.uk/conditions/coronavirus-COVID-19/</p> <p>HSE: https://www.hse.gov.uk/coronavirus/index.htm</p> <p>Gov.Scotland: https://www.gov.scot/collections/coronavirus-COVID-19-guidance/</p> <p>NHS Scotland: https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-COVID-19</p> <p>Gov.Wales: https://gov.wales/coronavirus</p> <p>Gov.Northern Ireland https://www.nidirect.gov.uk/campaigns/coronavirus-COVID-19</p>						
<p>COMPLETED BY</p>	<p>INSERT YOUR NAME</p>	<p>POSITION</p>	<p>INSERT YOUR JOB TITLE OR POSITION</p>	<p>Date of completion</p>	<p>INSERT DATE</p>	<p>Date of next review</p>	<p>INSERT THE DATE</p>

Describe the hazard	Who might be harmed & how	Describe what is done to prevent harm	What else needs to be done	When must it be completed
<p><u>Entering the garden</u></p> <p>Including <i>(amend as necessary)</i> paying an entrance fee, displaying a pre-booked ticket or making a charitable donation.</p> <p>Transmission of COVID-19 between visitors and/or garden hosts/gardeners <i>(amend as necessary)</i> at the entrance through direct contact, inhalation of infected droplets or touching a contaminated surface.</p>	<p>Anyone with COVID-19 could infect others if they cough, sneeze, talk or otherwise project droplets containing the virus into the air which are then either:</p> <ul style="list-style-type: none"> • directly inhaled, absorbed or ingested by another person • land on objects which are then touched by others who subsequently touch their face or mouth. <p>People who are more susceptible to harm may include, but not be limited to:</p> <ul style="list-style-type: none"> • People with a compromised immune system • People with respiratory problems • People with high a BMI • People with diabetes • Older people 	<p><i>Please delete or amend the following to make it relevant for your garden.</i></p> <p>2m distance must be maintained between garden hosts, gardeners and visitors from different households or support bubbles.</p> <p>Where visitors are likely to congregate or queue at the entrance, floor markings at 2m intervals are used to indicate safe distances.</p> <p>Polite reminders are provided by gardeners and/or notices at the entrance to advise visitors to maintain 2m distance.</p> <p>The maximum number of people who can realistically occupy the garden whilst maintaining 2m distance has been estimated. A tally system/timed booked tickets is in place and monitored at the entrance to ensure that visitor numbers do not exceed the estimated maximum.</p> <p>Hand sanitiser is provided at the entrance of the garden and visitors are encouraged to use it upon entry. It is checked on a regular basis to ensure that sufficient quantities remain available.</p>	<p><i>The following are suggestions that you may wish to consider. Please delete or amend as necessary.</i></p> <p>If you provide an area for car parking then consider if it can be used whilst maintaining 2m distance. The capacity may need to be reduced.</p> <p>If payment is taken or visitors are asked to make a charitable donation then cashless or contactless payments should be used.</p> <p>If this is not practicable then consider asking visitors to put their payment/donation into a bag or bucket to avoid touching it. If change is to be given then obtain a float at least three days before the garden is to be opened and ensure that no one touches it during this period.</p> <p>Consider using an online booking and payment system to eliminate the need for cash handling in the garden.</p>	<p>Any action needs to be implemented before visitors arrive.</p>

Describe the hazard	Who might be harmed & how	Describe what is done to prevent harm	What else needs to be done	When must it be completed
<p><u>Walking around the garden</u></p> <p>Including <i>(amend as necessary)</i> entering or walking beneath gazebos, pagodas and other garden structures. Using benches and arbors. Using gates, doors and other openings.</p> <p>Transmission of COVID-19 between visitors and/or garden hosts/gardeners <i>(delete as applicable)</i> whilst walking around the garden through direct contact, inhalation of infected droplets or touching a contaminated surface.</p>	<p>Anyone with COVID-19 could infect others if they cough, sneeze, talk or otherwise project droplets containing the virus into the air which are then either:</p> <ul style="list-style-type: none"> • directly inhaled, absorbed or ingested by another person • land on objects which are then touched by others who subsequently touch their face or mouth. <p>People who are more susceptible to harm may include, but not be limited to:</p> <ul style="list-style-type: none"> • People with a compromised immune system • People with respiratory problems • People with high a BMI • People with diabetes • Older people 	<p><i>Please delete or amend the following to make it relevant for your garden.</i></p> <p>Wherever possible, gates and doors are held open to eliminate the need to use a handle.</p> <p>Commonly touched items such as gate latches, door handles or handrails are the subject of periodic cleaning during visiting hours.</p> <p>Signs reminding visitors to maintain a 2m distance are located in potentially constricted areas including narrow paths and pinch points.</p> <p>Anyone who deliberately and repeated breaks the 2m distance is asked to leave the garden</p> <p>Gardeners or staff are briefed on COVID-19 requirements and precautions.</p> <p>Face coverings are used by gardeners when working outside but within 2m of each other.</p>	<p><i>The following are suggestions that you may wish to consider. Please delete or amend as necessary.</i></p> <p>If your garden is small or contains narrow paths then consider implementing a one way system.</p> <p>Try to anticipate where visitors may gather if there is a sudden shower. Can 2m distance be maintained when in use?</p> <p>If a visitor has an accident and requires minor treatment, such as the application of a sticking plaster, then any first aider should try to maintain a distance by encouraging the injured person to self-administer the required first aid. Any injury that is more serious should be the subject of a 999 call.</p> <p>If your garden has large structures that visitors can enter, such as greenhouses, an orangery, large dovecotes, historic icehouse etc., then consider the following:</p> <ul style="list-style-type: none"> • Restrict numbers to facilitate physical distancing • Increase ventilation as much as possible • Hold open doors if possible • Provide hand sanitiser at the entrance if doors cannot be held open • Advise visitors to use face coverings if more than one household/bubble group enters at the same time or they enter consecutively without ventilating or cleaning the interior 	<p>Any action needs to be implemented before visitors arrive.</p> <p>The effectiveness of the controls should be monitored during visits.</p>

Describe the hazard	Who might be harmed & how	Describe what is done to prevent harm	What else needs to be done	When must it be completed
<p><u>Using the café, tea room or WCs</u> <i>(amend or delete as necessary)</i></p> <p>Transmission of COVID-19 between visitors and/or garden hosts/gardeners <i>(delete as applicable)</i> whilst purchasing and consuming refreshments or using the WC(s) through direct contact, inhalation of infected droplets or touching a contaminated surface.</p>	<p>Anyone with COVID-19 could infect others if they cough, sneeze, talk or otherwise project droplets containing the virus into the air which are then either:</p> <ul style="list-style-type: none"> • directly inhaled, absorbed or ingested by another person • land on objects which are then touched by others who subsequently touch their face or mouth. <p>People who are more susceptible to harm may include, but not be limited to:</p> <ul style="list-style-type: none"> • People with a compromised immune system • People with respiratory problems • People with high a BMI • People with diabetes • Older people 	<p><i>Please delete or amend the following to make it relevant for your garden.</i></p> <p>Wherever possible doors are held open to eliminate the need to use a handle.</p> <p>Commonly touched items such as door handles, food display units, bathroom fittings etc., are the subject of frequent cleaning during visiting hours.</p> <p>Signs reminding visitors to maintain a 2m distance are located in potentially constricted areas the café/tearoom and WC.</p> <p>Visitors are asked to wear face coverings when inside (unless eating or otherwise exempt).</p> <p>Handwashing facilities are provided in the WC and hand sanitiser is provided in tearoom/café.</p>	<p><i>The following are suggestions that you may wish to consider. Please delete or amend as necessary.</i></p> <p>If you have a tearoom or café that will remain open then consider providing pre-packaged take away food that can be consumed outside to prevent creating an area of internal congregation.</p> <p>If an indoor service is to be provided then arrange chairs and tables to ensure 2m distance is maintained. If self-service is to be used then lay down 2m markings around the self-service area or any area where a queue is likely to form.</p> <p>If internal seating is to be provided then implement a strict cleaning regime to wipe down tables and chairs between each use.</p> <p>If WCs are provided then implement a frequent cleaning programme during visiting hours. Ensure that the person doing the cleaning has appropriate PPE and try to ventilate the interior spaces as much as possible.</p> <p>Inspect WCs to ensure that sufficient soap and disposable towels are in place and empty bins to maintain good hygiene standards. The person doing this will need to wear appropriate disposable PPE.</p> <p>Consider using a gentle reminder in the WC to advise visitors to wash their hands for at least 20 seconds.</p>	<p>Any action needs to be implemented before visitors arrive.</p> <p>The effectiveness of the controls should be monitored during visits.</p>