



COVID-19 RISK ASSESSMENT 2021

Public Events

This risk assessment has been written to mitigate risk of Covid-19 infection at **public events** taking place **inside** in school halls, community centres, village halls, church halls, etc; **and outside events**, taking place in public parks, school grounds, etc.

All visitors must follow Government Guidelines relevant at the time of the event.

When working indoors, Teresa Whyte will wear a face mask and adopt social distancing rules. When working outdoors, Teresa Whyte will adopt social distancing rules.

All indoor Venues will have existing Covid-19 infection mitigation through social distancing policies, cleaning, and the provision of hand gel and hand washing facilities.

A NHS Contact Tracing Poster specific to Studio 66 Photography at the venue, will be displayed for visitors to scan the QR code to check in.

The author of this document is Teresa Whyte
Studio 66 Photography
126 Meredith Road
Stevenage
SG1 5QT

07761000709
www.studio66photo.co.uk

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by whom?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ol style="list-style-type: none"> 1. Staff 2. Clients 3. Teresa Whyte 4. Anyone else who physically comes into contact with myself or the clients when arriving or leaving the venue. 	<p><u>Social Distancing - Indoors</u></p> <p>Whilst indoors the 2 metre distance will be maintained wherever possible.</p> <p>Where the 2 metre distance is not possible, 1 metre distance will be maintained.</p> <p>Teresa Whyte will wear a face covering at all times inside a venue.</p> <p><u>Outdoors</u></p> <p>When outdoors, the 1 metre distance will be maintained.</p>	<p><u>Indoors</u></p> <p>When arriving and leaving the community centre, passing through the communal areas, all visitors must follow Government Guidelines relevant at the time of the event.</p> <p>This will include social distancing and use of PPE by Teresa Whyte.</p>	<p>Visitors</p> <p>Venue</p> <p>TW</p>	<p>On the day</p>	
Spread of Covid-19 Coronavirus	<ol style="list-style-type: none"> 1. Staff 2. Clients 3. Teresa Whyte 4. Anyone else who physically comes into contact with myself or the clients when arriving or leaving the venue. 	<p><u>Handling of equipment</u></p> <p>Equipment where possible will be sanitised before and after each use.</p>	<p>Teresa Whyte will continue to follow her company's own Covid-19 procedures to mitigate risk</p>	<p>TW</p>	<p>Prior</p> <p>During</p> <p>After</p>	
Spread of Covid-19 Coronavirus	<ol style="list-style-type: none"> 1. Staff 2. Clients 3. Teresa Whyte 4. Anyone else who physically comes into contact with myself or the clients when arriving or leaving the venue. 	<p><u>Travel</u></p> <p>Teresa Whyte will travel in her own car to the venue and will not carry passengers or personal items belonging to anyone else.</p>	<p>Before each Journey a hand sanitising session and where possible hand washing will take place.</p> <p>Teresa Whyte will sanitise or wash her hands on arrival at the venue and before setting up the equipment.</p>	<p>TW</p>	<p>On the day</p>	

<p>Spread of Covid-19 Coronavirus</p>	<ol style="list-style-type: none"> 1. Staff 2. Clients 3. Teresa Whyte 4. Anyone else who physically comes into contact with myself or the clients when arriving or leaving the venue. 	<p><u>Hand Washing - Indoors</u></p> <p>Hand washing with soap and water and toilet facilities are in place at the venue</p> <p>Stringent hand washing taking place with reference to the official hand washing guidance.</p> <p><u>Outdoors</u></p> <p>The use of hand gel sanitisers by Teresa Whyte and the recommended use for all visitors.</p>	<p><u>Indoors & Outdoors</u></p> <p>Participants will be reminded to sanitise their hands before touching the equipment.</p> <p>Also Participants will be reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands.</p>	<p>Visitors</p> <p>Venue</p> <p>TW</p>	<p>On the day</p>	
<p>Spread of Covid-19 Coronavirus</p>	<ol style="list-style-type: none"> 1. Staff 2. Clients 3. Teresa Whyte 4. Anyone else who physically comes into contact with myself or the clients when arriving or leaving the venue. 	<p><u>Symptoms of Covid-19</u></p> <p>If any of the people present during the day including venue staff, visitors, or Teresa Whyte become unwell or exhibits signs of a recent continuous cough or a high temperature during the event will be stopped immediately and venue staff informed.</p>	<p>Where this person / persons have been present through the day, people will be reminded to isolate and test.</p> <p>A Contact Tracing Poster specific to Studio 66 Photography at the venue, will be displayed for visitors to scan the QR code to check in.</p>	<p>Visitors</p> <p>Venue</p> <p>TW</p>	<p>On the day</p>	