

Risk assessment for COVID secure funeral homes for visitors and colleagues

Location: Buckingham	Description of space	Steps taken to control the risk of COVID-19 transmission	Available resources
Reception Area – also office where desk is located	Large enough for 2 visitors or staff	<p>Only two visitors in funeral home at any time from same household</p> <p>Sanitise hands on entering – bottle on small table</p> <p>Maintain 2m social distancing.</p> <p>Ask everyone who visits if they are displaying symptoms of COVID-19. If they are, they cannot enter.</p> <p>Ask visitors to take a seat in arrangement room – have removed one chair from front office to discourage sitting in area of the desk</p> <p>Keyboards and mouse, phones and desks wiped down with surface disinfectant wipes every day.</p> <p>Door handles and seating wiped after visitors have left.</p>	<p>Signs</p> <p>Hand sanitiser on table in lounge</p> <p>Surface disinfectant wipes</p> <p>Tissues Bin</p>



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Arrangement room	Large enough for up to 2 visitors or staff whilst still maintaining 2m social distancing	<p>Maintain 2m social distancing.</p> <p>All seating wiped down after every use.</p> <p>Visitors to enter arrangement room and sit before staff member enter</p> <p>Solo visitor to sit on single armchair and if two visitors sit on armchair and far end of sofa</p> <p>Staff member sit on sofa nearest door</p> <p>Staff to leave arrangement room and sit at desk before visitors leave arrangement room</p> <p>Surfaces wiped down with Anti-Bac Spray after meetings have finished specific attention to surfaces such as wood or metal.</p>	<p>Reminder signs.</p> <p>Hand Sanitiser</p>
Toilets	1 person maximum.	<p>Wait and allow time and space for people to enter / exit with sufficient space.</p> <p>Display sign.</p> <p>Sanitation of surfaces and door furniture regularly.</p> <p>Wash hands in hot water for 20 seconds with soap.</p> <p>Good hand washing guide displayed.</p> <p>Bins emptied every day.</p>	<p>Soap</p> <p>Surface disinfectant wipes</p> <p>Reminder signs</p> <p>Disposable paper towels</p>



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Kitchen area	Only 1 person due to space limitations	<p>All surfaces regularly disinfected, and bins emptied every day.</p> <p>First Aid Box.</p> <p>Ensure shared products such as milk, butter Containers etc. are cleaned with anti-bac regularly</p> <p>Ensure cutlery, cups, plates and utensils are thoroughly cleaned using dish washer</p> <p>Good hand washing guide displayed.</p>	<p>Hand sanitiser Hand soap</p> <p>Surface wipes</p> <p>Disposable paper towels</p> <p>Reminder signs</p>
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Remember:

Continuous and Regular Handwashing is the best prevention against the spread of infection



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