



# Covid-19 Public Activities Risk Assessment – Re-Opening of Willows Activity Farm from 12<sup>th</sup> April 2021.

## Purpose of this document:

This COVID19: Risk Assessment document sets out the decisions taken and measures put in place to prepare for the phased re-opening of Willows Activity Farm to ensure we operate in a safe way following the Government's roadmap for the gradual lifting of restrictions of Lockdown 3 and using Government guidelines at all times. Assessment is reliant on information known about COVID-19. Should other information become know, then additional measures will be taken based on advice from Government.

Assessment Approved By [signature]:

A handwritten signature in black ink, appearing to read "Jemma Scott", written over a horizontal line.

Date: \_\_\_29/03/21\_\_\_

Reviewed by (signature):

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**WILLOWS ACTIVITY FARM - PUBLIC ACTIVITY COVID -19 RISK ASSESSMENT**

| Activities  | Who is at Risk            | Activity Hazards Identified  | Management Systems Controls in Place  | Decision to remain closed based on Government guidelines |
|---|---------------------------|--|---|--|
| <p>Agility Play Trail.<br/>Mr. Tod's Lair.<br/>Squirrel Nutkins Assault Course.<br/>Treehouse.<br/>Zip Wire,<br/>Sand &amp; Water play.</p> | <p>Visitors<br/>Staff</p> | <p>Adults / children not adhering to social distancing regulations.<br/>Staff attending incidents requiring first aid.<br/>Contamination from touch points / surfaces on equipment.<br/>Pinch points in Mr Tod's Lair.</p> | <ul style="list-style-type: none"> <li>• Reduction/cap in number of visitors on site</li> <li>• Signage on all activities reminding visitors of Covid-19 secure behaviour.</li> <li>• Monitor equipment periodically by duty manager to ensure fair use by family groups.</li> <li>• First Aid measures in place and staff trained on Covid-19 procedures.</li> <li>• Regular disinfection of equipment in place to reduce risk of contamination from touch point / surfaces.</li> <li>• Hand sanitiser points available for visitors and hand wash sinks located nearby.</li> <li>• Removal of all loose equipment (buckets &amp; spades)</li> <li>• Separate entrance and exit for Agility play trail and Sand and water Play.</li> </ul> |  |
| <p>Outdoor Animal Feeding Area</p>  | <p>Visitors</p>           | <p>Visitors are 'funnelled' into a narrow area.<br/>Adults/children not being socially distanced.</p>  | <ul style="list-style-type: none"> <li>• Reduction/cap in number of visitors on site</li> <li>• Signage at entrance to animal feeding walkway to advise of Covid secure behaviour.</li> <li>• Handwash station at either end of walkway.</li> <li>• Signage to advise of hand washing requirements.</li> </ul>  |  |

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|-------------------------------------|-------------------|--|--|--|
|                                     |                   |  | <ul style="list-style-type: none"> <li>Control panel to be sanitised before and after use by staff member.</li> <li>Reduction/cap in number of visitors on site.</li> <li>Larger space allowing for visitors to be more spread out.</li> <li>Signage advising of Covid secure behaviour.</li> <li>Announcement at start of each show to remind visitors of Covid secure behaviour during the performance.</li> <li>Duty manager present during each show to monitor audience.</li> <li>Staff taking part in shows adhere to Covid secure behaviour.</li> <li>Costumes used for shows are rotated daily and fully sanitised.</li> </ul> |  |
| Outdoor Stage used for shows.       | Visitors<br>Staff | Adults/children not being socially distanced                               | <ul style="list-style-type: none"> <li>Reduction/cap in number of visitors on site.</li> <li>Signage advising on Covid secure behaviour.</li> <li>Hand sanitising available.</li> </ul>  |  |
| Growing Patch                       | Visitors          | Adults/children not being socially distanced.<br>Gates being touch points. | <ul style="list-style-type: none"> <li>Reduction/cap in number of visitors on site.</li> <li>Signage advising on Covid secure behaviour.</li> <li>Hand sanitising available.</li> </ul>  |  |
| Animal Racing and animal encounters | Visitors<br>Staff | Adults/children not being socially distanced.                              | <ul style="list-style-type: none"> <li>Reduction/cap in number of visitors on site.</li> <li>Signage advising on Covid secure behaviour.</li> <li>Socially distanced markings on fencing.</li> <li>Announcements by livestock team at start of activity to maintain Covid secure behaviour.</li> </ul>   |  |

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|------------|----------------|--|--|--|
|            |                | <p>Visitors and staff not adhering to social distancing regulations.</p> <p>Staff attending any incidents requiring first aid.</p> <p>Contamination from regularly touched surfaces.</p> | <ul style="list-style-type: none"> <li>• Signage to advise of Covid secure behaviour.</li> <li>• Staff member sanitising surfaces periodically throughout the day.</li> <li>• Thorough hygiene clean at the end of the day.</li> <li>• First Aid measures in place and staff trained on Covid-19 procedures.</li> <li>• Duty Manager to monitor use of pillows during the day – staff supervision will be implemented if required to control number of users.</li> <li>• Reduced capacity in place on each pillow to allow for social distancing.</li> </ul> |  |

| <b>Internal Areas</b> |                |   |  |  |
|-----------------------|----------------|---|--|--|
| JCB Area              | Visitors staff | <p>Visitors funnelled through doors.</p> <p>Adults/children not being socially distanced.</p> <p>Contamination from touching JCB's as they are highly used.</p> | <ul style="list-style-type: none"> <li>• Reduction/cap in number of visitors on site</li> <li>• Separate entrance and exit.</li> <li>• Side panels of marquee removed to allow airflow throughout the area. 50% of sides removed.</li> <li>• Secure doors back to make access easier</li> <li>• Signage advising on Covid secure behaviour.</li> <li>• Limited numbers of tractors available.</li> <li>• Sanitiser wipes available for visitors to wipe tractors before use.</li> <li>• Social distancing measures in queue.</li> <li>• Limited numbers of tractors available.</li> <li>• Hand sanitiser available in area.</li> </ul> |  |

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|--|-------------------|--|---|--|
| Peter Rabbit Theatre   | Visitors<br>Staff | <ul style="list-style-type: none"> <li>• Visitors not able to adhere to social distancing due to queuing.</li> <li>• Contained buggy park.</li> <li>• Funneling of visitors to enter through doors.</li> <li>• Seating.</li> <li>• Exiting of visitors through doors.</li> </ul>   | <ul style="list-style-type: none"> <li>• Markings on floor for queuing outside the theatre door</li> <li>• Provide buggy parking outside the foyer</li> <li>• Marked off seats for social distancing</li> <li>• Announcements by entertainers to retain social distancing</li> <li>• Shows not to encourage children to socially interact.</li> <li>• Separate entrance and exit</li> </ul> | <b>NOT OPEN FOR RE-OPENING.</b><br><b>All shows to take place in outdoor arena</b> |
| Indoor Play (Woolly Jumpers) excluding F&B<br><br>Captain Chickens Egg Dodge | Visitors<br>staff | <ul style="list-style-type: none"> <li>• Funneling of visitors to enter</li> <li>• Adults not able to socially distance in the space</li> <li>• Children not able to socially distance.</li> <li>• Multiple touch points of contact.</li> <li>• Lack of control for social distancing</li> <li>• Unable/not viable to deep clean on a regular basis</li> </ul>       | <ul style="list-style-type: none"> <li>• Limit numbers into and out of area</li> <li>• Additional cleaning</li> <li>• Additional distancing monitoring staff</li> <li>• SUBJECT TO HYGIENE CLEANING RECOMMENDATIONS</li> </ul>  | <b>NOT OPEN FOR RE-OPENING</b>   |
| Cotton Tail Village  | Visitors<br>Staff | <ul style="list-style-type: none"> <li>• Funneling of visitors to enter</li> <li>• Adults not able to socially distance in the space</li> <li>• Children not able to socially distance</li> <li>• Lack of control for social distancing</li> <li>• Unable/not viable to deep clean on a regular basis</li> <li>• Unfixed toys subject to multi - handling</li> </ul> | <ul style="list-style-type: none"> <li>• Limit numbers into and out of area</li> <li>• Additional cleaning</li> <li>• Additional distancing monitoring staff</li> <li>• SUBJECT TO HYGIENE CLEANING RECOMMENDATIONS</li> </ul>  | <b>NOT OPEN FOR RE-OPENING</b>   |
| <b>Food &amp; Beverage Areas</b>   |                   |  |   |  |
| Burrows Café   | Visitors<br>Staff | <ul style="list-style-type: none"> <li>• Funneling of visitors to enter.</li> <li>• Queuing.</li> <li>• Closeness of tables.</li> </ul>  | <ul style="list-style-type: none"> <li>• Queue markings into and out of venue to identify 2 metre social distancing requirements. One-way system in place to enter and exit area.</li> </ul>  | <b>No Eating or drinking inside before 17<sup>th</sup> of May.</b>                 |

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|                      |                   |  | <ul style="list-style-type: none"> <li>• Additional emptying of waste in these areas and hygiene cleaning of picnic tables.</li> <li>• Hand sanitiser available.</li> </ul>   |   |
| Handwashing stations | Visitors          | Use of taps / paper towel dispensers by multiple visitors.   | <ul style="list-style-type: none"> <li>• Signage informing visitors to use hand towels to turn off taps and use dispensers.</li> <li>• Use of hand sanitiser outside of these areas.</li> </ul>   |   |
| <b>Facilities</b>    |                   |  |   |   |
| Burrows Café Toilets | Visitors<br>Staff | <p>Visitors queuing not adhering to social distancing regulations.</p> <p>Visitors not washing hands.</p> <p>Staff coming into contact with visitors during cleaning duties.</p> | <ul style="list-style-type: none"> <li>• Queue marking away from entrance to stop funnel at doorway.</li> <li>• One-way system indicated with signage.</li> <li>• Signage to advise visitors to wait for next available toilet.</li> <li>• 2 metre distancing markings on floor.</li> <li>• Handwashing signage throughout toilet facilities to advise visitors.</li> <li>• Antibacterial hand soap used only.</li> <li>• Staff carrying out cleaning duties enter when safe to do so to maintain social distancing with visitors.</li> </ul> |   |
| Mrs Rabbits Toilets  | Visitors<br>Staff | <p>Visitors queuing not adhering to social distancing regulations.</p> <p>Visitors not washing hands.</p> <p>Staff coming into contact with visitors during cleaning duties.</p> | <ul style="list-style-type: none"> <li>• Queue marking away from entrance to stop funnel at doorway.</li> <li>• Signage to advise visitors to wait for next available toilet.</li> <li>• Close some cubicles to manage capacity.</li> <li>• 2 metre distancing markings on floor.</li> <li>• Handwashing signage throughout toilet facilities to advise visitors.</li> </ul>  | <p><b>Toilets closed but first aid room accessible.</b></p> |

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|------------|----------------|-----------------------------|--|--|
|            |                |                             | <ul style="list-style-type: none"> <li>• Designated queuing area with 2 metre markers on the floor.</li> <li>• Cashless.</li> <li>• Additional hygiene cleaning in place.</li> </ul> |  |
|            |                |                             |  |  |