

# COVID-19 risk register: Training rooms

**Location:** Skill Build training

**Date:** 28/06/2020

Hazard	What is the harm that the hazard could cause?	What is the likelihood that the harm would occur?	What is the level of risk?	What controls are currently in place?	Are further controls required?	Actioned by	Date Due	Date Complete	Maintenance and review
COVID-19 from students who are infected	Staff or other students catching COVID-19 (could result in serious illness or death).	Moderate, Students travel from high and low risk areas	Moderate, Students and staff may travel from higher risk areas. consequences may be severe.	<p>Cleaning and disinfecting in accordance with guidance from Safe Work Australia and public health authority.</p> <p>Frequently touched surfaces including counters, handrails, doors, till, phones, work benches. To be cleaned at the end of each day</p> <p>Physical distancing – workers and students at least 1.5m apart from each other.</p> <p>Alcohol based hand sanitiser is provided at all workstations and on entry to the training room</p>	<p>Students are required to bring own hand tools.</p> <p>Each student is to be temperature tested. Statutory declaration is to be signed by each student.</p>	Neil Beveridge	5/07/2020	28/06/2020	Trainer to do checklist and leave note on white board upon finishing

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COVID-19 from staff who are infected	Other staff or students catching COVID-19 (could result in serious illness or death).	Low, there have been few cases locally.	Moderate, while there are only a few local cases the consequences may be severe.	<p>Posters on hand washing are prominent in store and hand washing facilities are available in the bathrooms.</p> <p>Any food and drinks supplied. To be individually sealed. Students and trainers to use their own allocated cups and cutlery.</p> <p>Cleaning and disinfecting is done in accordance with guidance from Safe Work Australia and Health authorities</p> <p>Staff have been briefed on symptoms of COVID-19 and have been told to stay home if they aren't feeling well.</p> <p>If a staff member becomes unwell at work, they must go home and seek medical advice.</p> <p>Soap and water for hand washing and paper towel or air dryer for hand drying is</p>	Staff that borrow vehicle are required to clean them before returning.	Neil Beveridge	28/06/2020	28/06/2020	Consult with workers at next staff meeting for any feedback on revised roster and effectiveness of new soap dispenser

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				<p>available in bathrooms, break rooms,</p> <p>Alcohol based hand sanitiser is also available in all staff areas including bathrooms, break rooms, vehicles and signs are displayed on appropriate use. .</p> <p>Where staff meetings are required, they are held over the phone and information sent by email where possible.</p> <p>Staff members traveling out of local areas are to be tested on return (Covid test or temperature)</p>					
Persistent use of hand sanitiser	Dermatitis	Moderate, many staff will not have used hand sanitiser	Moderate, effected individuals may have a significant reaction	Staff are encouraged to wash hands with soap and water for 20 secs where possible as an alternative to hand sanitiser in non-medical situations	Ask staff if they have a history of dermatitis or allergy to alcohol	Neil Beveridge	28/06/2020		

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		regularly before							
Persistent use of latex gloves	New or aggravated latex sensitivity	Low, most gloves will not be latex-based	Moderate, effected individuals may have a significant reaction	Staff are provided with non-latex gloves or remove gloves when not necessary.	Ensure latex free gloves are purchased.	Neil Beveridge	28/06/2020		