

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal. This risk assessment has been undertaken in order to minimise the risk of transmission of Covid-19 and has been carried out in consultation with NARPS, and also in line with current official advice.

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
<p>Spread of Covid-19 Coronavirus</p>	<ul style="list-style-type: none"> <li>• <b>Business owner</b></li> <li>• <b>Self-employed freelancers</b></li> <li>• <b>Clients</b></li> <li>• <b>Client's pets</b></li> <li>• <b>Visitors to client's homes</b></li> <li>• <b>Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions</b></li> <li>• <b>Anyone else who physically comes in contact with you in relation to your business</b></li> </ul>	<p><u>Hand Washing</u></p> <ul style="list-style-type: none"> <li>• Stringent hand washing to take place in line with government hand washing guidance.</li> <li>• Where washing facilities are not readily available, hand sanitiser is to be used.</li> </ul> <p><u>Hygiene</u></p> <ul style="list-style-type: none"> <li>• In order to protect the Love Cats' Team, clients, client's pets and visitors to client's homes, increased hygiene levels are to be introduced, including the use of disposable gloves, face-coverings and other measures</li> </ul>	<p>Love Cats' Team to wash their hands for a minimum of 20 seconds with water and soap before leaving home at the start of their working day and as often as possible throughout the day.</p> <p>Hand sanitiser to be used before and after every visit.</p> <p>Avoid touching eyes, nose or mouth at all times.</p> <p>Disposable gloves to be worn at all times during each visit. These should be put on outside each client's home and then taken off and safely disposed of after leaving the client's home. A fresh pair of disposable gloves should then be used for the next visit.</p>	<p>Team</p> <p>Team</p> <p>Team</p> <p>Team</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	

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			Love Cats' Team are 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. Love Cats' Team to ensure they have tissues with them at all times.	Team	Ongoing	
			Love Cats' Team to wear face-coverings at all times during each visit, in line with government guidelines. Hands should be washed/sanitised before putting it on and taking it off. Used face-coverings to be stored in a plastic bag until they can be washed. These should be washed at a minimum of 60 degrees.	Team	Ongoing	
			Love Cats' Team to limit the personal items they take into each visit to the following items only: client's keys, personal keys, mobile phone.	Team	Ongoing	
			Clients will be requested to leave out necessary pet food/toys and cleaning equipment etc. for each visit ie. Poop bags, poop scoop, dustpan and brush, refuse bags for cat litter, cleaning wipes, kitchen roll, cloths, disinfectant spray, pet carrier etc.	Client/ Business Owner	Ongoing	
			A new bag will be used for each day's keys.	Business Owner	Ongoing	
			All rubbish for disposal ie. Poop bags, empty pet food packaging, soiled cat litter etc. should be disposed of immediately upon leaving each property (before removing disposable gloves) – clients will be requested to leave black bins and recycling bins at front of property where practical.	Team/ Business Owner/ Client	Ongoing	
				Team	Ongoing	

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		<p><b><u>Cleaning</u></b></p> <ul style="list-style-type: none"> <li>To increase the levels of cleanliness used before, during and after visits</li> </ul>	<p>Love Cats' Team members should avoid sitting on client's furniture and kneeling on floors, to avoid transmission of virus onto clothing.</p>			
			<p>Love Cats' Team to ensure that any surfaces/objects that they have touched during each visit are wiped down where practical.</p>	Team	Ongoing	
			<p>Mobile phones to be cleaned after each visit with appropriate sanitising wipes /spray.</p>	Team	Ongoing	
			<p>Prior to the booking commencing, clients will be requested to clean and disinfect objects and surfaces that are touched regularly, particularly areas of high use such as door handles, cupboard handles, light switches etc.</p>	Business Owner/ Client	Ongoing	
			<p>At the start/end of each day, the business owner will disinfect all keys using disposable gloves.</p>	Business Owner	Ongoing	
		<p><b><u>Working From Home/Social Distancing</u></b></p> <ul style="list-style-type: none"> <li>New procedures to be introduced to ensure 2m social distancing is adhered to where at all possible</li> </ul>	<p>Love Cats' Team to ensure that 2m social distance is maintained from any other person at all times.</p>	Team	Ongoing	
			<p>Consultation visits will not be held face-to-face and will be organised via alternate means ie. conference call/email/telephone call.</p>	Business Owner/ Client	Ongoing	
				Team/	Ongoing	

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		<p><b><u>Potential for transmission of Covid 19 between cats and people</u></b></p> <ul style="list-style-type: none"> <li>Evidence of this is limited and the number of cats involved is extremely low, implying transmission from humans to cats is extremely rare</li> </ul>	<p>Key collection visits will be carried out contact less – keys will be collected from outside client's properties and disposable gloves will be worn by Love Cats' Team.</p> <p>Daily schedule, client and pet detail forms will be scanned to Love Cats' Team so that no hard copies of paperwork is required. Team members must delete this information at the end of each day to protect client's data.</p> <p>Briefings/de-briefings will be carried out over the telephone rather than face to face.</p> <p>Keys for the each day's visits will be collected contactless by Love Cats' Team members from outside of the business owner's home. Keys should then be posted through the Business Owner's letterbox at the end of each day, whilst wearing disposable gloves.</p> <p>Client to be requested that where possible no other person visits the property during Love Cats' visits to avoid any face to face contact.</p> <p>As a precaution, it is advised that Love Cats' Team should follow the above actions regarding hand washing and hygiene to minimise risk.</p> <p>Love Cats' Team to avoid close contact with client's cats as much as possible.</p>	<p>Client</p> <p>Business Owner/ Team</p> <p>Business Owner/ Team</p> <p>Business Owner/ Team</p> <p>Business Owner/ Client</p> <p>Team</p> <p>Team</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	
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		<ul style="list-style-type: none"> <li>Additional measures to prevent the spread of Covid 19</li> </ul>	<p>Business Owner to remind Love Cats' Team on a regular basis of the importance of hand-washing, hygiene, social distancing and all procedures in place to minimise the transmission of Covid 19.</p> <p>Rigorous checks will be carried out by the Business Owner to ensure that the necessary procedures are being followed by all Love Cats' Team members.</p> <p>Love Cats' Team member should endeavour to keep up to date and adhere to all current government advice guidelines in relation to Covid 19.</p> <p>If a Love Cats' Team member becomes aware of any issues that could potentially be a risk in relation to the spread of Covid 19, appropriate action should be taken and the Business Owner should be made aware as soon as possible to follow up accordingly.</p> <p>The Business Owner will develop relevant Covid 19 policies and procedures, which will be made available to the Love Cats' Team and Clients. These will be regularly reviewed by the Business Owner. Love Cats' Team members must ensure that all policies and procedures are followed.</p>	<p>Business Owner</p> <p>Business Owner</p> <p>Team</p> <p>Team/ Business Owner</p> <p>Business Owner/ Team/ Clients</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>June 2020/ Ongoing</p>	
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