

# Covid-19 Risk Assessment

Updated 17/05/2021

Following an update from the Government's Department for Business, Energy & Industrial Strategy (BEIS) and the Department for Digital, Culture, Media & Sport (DCMS) to the professional guiding associations, indoor and outdoor guided tours are now permitted but must operate within the legal gathering limits and follow COVID-secure guidance.



***“Tours can be provided for a single permitted group of visitors (up to 30 people outdoors; up to 6 people or 2 households/bubbles indoors), or multiple permitted groups (each group can be up to 30 people outdoors, or up to 6 people or 2 households/bubbles indoors) that are kept separate throughout the activity. Social distancing should be maintained between people who do not live together or share a bubble. People present in a work capacity (including volunteers), such as the tour guide, are not counted as part of a group.”***

The risk assessment below details how I will be keeping myself, Tour Attendees and Members of the Public safe throughout my tours.

POTENTIAL HAZARDS	WHO MIGHT BE HARMED?	CONTROLS REQUIRED	ACTIONS TAKEN
Large Group Sizes	Tour Guide, Tour Attendees, Members of the Public	Limit tour group size	Tour group sizes will be no larger than fifteen people (excluding the Tour Guide).
Close contact with other household bubbles	Tour Guide, Tour Attendees, Members of the Public	Covering of face	The Tour Guide will contact and confirm with Tour Attendees prior to the event about safety measures on the tour. The Tour Guide will be required to wear a face mask or visor. Tour Attendees may wear a face covering at their own discretion. The tour may also include the use of audio equipment, requiring Attendees to download a smartphone application and bring their own headphones.
		Social distancing	All Household Bubbles will be required to stay minimum one metre apart from others throughout the tour. The Tour Guide will also plan the stops and walk the route before the tour to ensure minimal disruption to the rest of the public.
		No physical contact	The Tour Guide will not be coming within one metre of or be able to shake hands with Tour Attendees. The Tour Guide will also be carrying hand sanitiser, which can be provided if requested.
		Minimising risk of infection	If the Tour Guide displays any symptoms of Covid-19 prior to the tour, it will not take place. Similarly, if any Tour Attendees display Covid-19 symptoms, they will be required to notify the Tour Guide and will not be able to attend the tour. Either a refund or alternative tour will be arranged. The Tour Guide will also retain contact information for all Tour Attendees for 21 days after the tour for contact tracing purposes.