

External Area Risk Assessment and Management Plan
Company of Weavers, Whitney

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Task/Activity	Who is at risk & who needs to know about the activity
Use of pavement area to front of the premises for external seating.	Staff Customers General Public
What are the risks?	How will they be managed
<ul style="list-style-type: none"> Accumulation of persons using the area and creating a dangerous obstruction to pedestrians. 	<p>All customers using the area must be seated and staff will ensure groups do not gather.</p> <p>Staff will ensure that furniture remains in the approved positions.</p> <p>barriers will be in place at all times the area is in use.</p>
<ul style="list-style-type: none"> Litter and spillages 	<p>A litter pick of the area and surrounding area conducted at periods throughout hours of use and litter disposed of with the premises waste.</p> <p>Tables are cleared promptly after persons are finished and wiped down after they have vacated.</p> <p>Any spillages or breakages are dealt with in line with the company standard operating procedures.</p>
<ul style="list-style-type: none"> Customer traffic between the premises and the external area 	<p>Customers are able to order via the company ordering App whereby all food and drink is delivered to tables by a member of staff.</p>
<ul style="list-style-type: none"> Potential for noise and disorder 	<p>A member of staff will supervise the area at all times to deal with any issues in line with the company's Code for Responsible Retailing.</p> <p>CCTV covers the seating area</p>
<ul style="list-style-type: none"> Operation 	<p>The area will be used between 8am and 7pm.</p> <p>All tables are cleared promptly after meals are finished and after customers leave.</p> <p>Children under 16 must be supervised at all times by an adult.</p> <p>All furniture to be cleared away outside of permitted hours.</p> <p>Smoking not permitted at the tables</p>