

Covid-19 Risk Assessment for Short-Term and Holiday Rentals and Self-Catering Properties



Property Name

Date of Assessment

Assessment Carried out by

Date of Next Review:

Notes:

What are the Hazards?	Who Might Be Harmed and How?	What are you already doing to control the Risk?	What further action do you need to take to control the risk?	Risk Factor / Urgency		
				High	Medium	Low
Person to person contact during COVID 19 pandemic (Host and guest)	Becoming infected with COVID-19 and further spread the infection	Information in Welcome Pack about all aspects of the property including disposal of rubbish, heating system, wi-fi code, useful contact numbers	Minimise contact with guests Self check-in			
Cleaning regimes not effective / fit for purpose	Contaminated accommodation / spread of COVID-19		Create a cleaning and maintenance checklist			
Incorrect / ineffective cleaning materials used / Cleaning regimes not recorded	Not cleaning or sanitising the property correctly		Ensure all cleaning materials are clean and fit for purpose Ensure all cleaning equipment is PAT tested is fit for purpose and the being used in the correct way			
Dealing with a guest who is unwell or infectious outbreak in your property	The spread of an infection outbreak		Place a what to do if you suspect you as a guest are ill or have an infectious outbreak document in the property including relevant phone numbers and actions required Video call/ call the guests to clearly understand the situation and if the guests need to extend their stay and for how long			

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			<p>Build into terms and conditions the cost and requirements if a guest has to extend their stay through illness for self-quarantine</p> <p>Build a relationship with fellow property owners (buddy system) to see if arriving guests can be relocated into one of these properties if original booking cannot be fulfilled due to guest illness</p> <p>Deliver clean linen and linen bag for the guests to place used linen in (leave this in the property)</p> <p>Deliver, medicines, food supplies and extra cleaning materials to the outside of the property</p>			
Incorrectly laundered bedding	Bacteria not killed off properly	Bedding washed and iron between stays.	Bedding left minimum of 72 hours between stays			
Changeover clean	Contaminated accommodation / spread of COVID 19		<p>All changeover cleans can only be completed once the guests have left the property</p> <p>All cleaning / maintenance procedures are adhered to and documented accordingly</p>			
Legionella	Infection of Legionella from standing water if the property has been lying empty		Flush the whole water system for two minutes or more. First flush your toilet, then let the kitchen taps and the hand basin taps run for two minutes or more			

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			<p>to let both hot and cold water pass through.</p> <p>Flush the shower through if your shower has not been used for two weeks or more, disinfect the showerhead. The showerhead should be removed and the shower run for two minutes. The showerhead should be disinfected before being re-fitted by immersing for at least an hour in any solution designed for cleaning baby feeding bottles (e.g. Milton). Showerheads should be regularly disinfected about four times a year.</p> <p>Finally, let any other taps run for two minutes.</p>			
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<p>Notes on completion</p>	
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