

## Cottenham Community Cinema – Supplementary COVID Risk Analysis

This risk analysis supplements that for the Cottenham Community Centre, and identifies risks associated with operating Community Cinema Events.

Risk Score (Likelihood x Severity)

High	3	3	4
Med	2	3	3
Low	1	2	3
	Low	Med	High

Updates and additions to previous version shown in [Blue](#)

Ref	Risk	Likelihood	Severity	Risk Score	Mitigation
1	People from vulnerable groups might want to help out	Low	Med	2	1.1 Encourage volunteers in vulnerable groups not to turn out
2	Volunteers pick up contamination whilst handling furniture and equipment	Low	High	2	2.1 Mimimise the number of people involved in setup, operation & teardown 2.2 Provide hand sanitiser at entry and exit points (CCC to provide) 2.3 Clean chairs and tables after setup and after showing/ before teardown <a href="#">2.4 Key 'touchpoints', e.g. door handles, toilets etc., to be cleaned before and after showing</a>
3	Volunteers and customers pass infection through close contact	Med	High	3	3.1 Maintain social distance between volunteers and customers at all times: front-of-house; bar; projection desk; set-up and teardown 3.2 Online ticket purchase only 3.3 Customers pre-order bar products

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4	Customers come into contact people outside their normal social bubble	High	Med	3	<p>4.1 Social groups seated separately with appropriate separation</p> <p>4.2 Sufficient distance between groups to enable safe movement around building</p> <p>4.3 Cinema crew to wear face-coverings at all times</p> <p>4.4 Customers requested to wear face-coverings except whilst drinking or eating</p> <p>4.5 Spare face-coverings available in-case of requirement</p> <p>4.6 Include “Test &amp; Trace” and “Let us know” reminder in pre-show safety briefing</p>
5	Bar Service results in contamination passing between people and objects	Low	Med	2	<p>5.1 Minimised bar offering to simplify transactions</p> <p>5.2 Contactless payments only for additional purchases</p> <p>5.3 Corks and crown corks opened by bar staff, all other types of container by customer</p> <p>5.4 No washing up of reusable cups</p> <p>5.5 Request customers to dispose of all empties on exit</p> <p>5.6 Ensure sufficient bins are available at exits</p> <p>5.7 Bar staff to adopt regular hand washing/ sanitizing process</p>
6	Lack of air movement increases transmission of virus	Med	Med	3	<p>6.1 Open doors and windows as much as possible during setup and teardown</p> <p>6.2 Open windows during showing</p>
7	Audience participation increase transmission of virus	Med	High	3	<p>7.1 Customers requested to wear face-coverings whilst in the CCC (subject to changes in Gov. guidance)</p> <p>7.2 Choice of film minimises time in CCC</p> <p>7.3 No audience participation (e.g. musicals, cult/ participation films)</p> <p>7.4 Customers encouraged to leave shortly after showing</p>
8	Asymptomatic or other COVID risk people may attend	Low	High	2	<p>8.1 Remind volunteers and customers not to attend if they believe they are symptomatic, have been asked to self-isolate or have recently come into contact with COVID positive people</p>

Ref	Risk	Likelihood	Severity	Risk Score	Mitigation
					<ul style="list-style-type: none"> <li>- email to volunteers</li> <li>- Ticket t's and c's</li> <li>- CCC signage (CCC to provide)</li> </ul> <p>8.2 Isolation area available in the event that someone develops symptoms whilst attending the CCC</p>

- v2.1 14 Aug 2020 Minor updates to reflect CCC Hirers' policy
- v2.0 04 Aug 2020 Updates based on updated advice from Cambridgeshire ACRE
- v1.0 15 Jul 2020 Initial version