



RISK ASSESSMENT

Business Name: Simply Dazzle

Assessment Conducted By: Sean Sutton

Date of Assessment: 07/07/2025

Review Frequency: Annually

Staff Covered: 13 remote cleaners

Work Locations: Churches, community halls, cafes, offices, domestic settings, communal areas of flats, warehouses (non-forklift)

Work Tasks Include: Dusting, glass cleaning, toilet cleaning, mopping, sweeping, vacuuming, steam cleaning (under 3 bar), recycling, replenishing supplies, use of long poles, oven and canopy (hood section only) cleaning, and carpet machine cleaning

1. Manual Handling

Hazard	Who Might Be Harmed	Risk	Control Measures
Lifting vacuums, mop buckets, moving bins	Cleaners	Strains, sprains	- Staff inducted in manual handling - Encourage use of good posture - Only carry mop buckets upstairs if essential; use caution and fill minimally

2. Repetitive Strain Injury (RSI)

Hazard	Who Might Be Harmed	Risk	Control Measures
Repetitive wiping, mopping, vacuuming	Cleaners	Muscle and joint discomfort	- RSI awareness during induction - Encourage microbreaks and task variation

3. COSHH – Chemical Exposure

Hazard	Who Might Be Harmed	Risk	Control Measures
Use of cleaning chemicals (including ovens and canopies)	Cleaners, others	Burns, irritation, respiratory issues	- Use only approved products - Use as directed and dilute correctly - Use in well-ventilated rooms only - Harsher chemicals used only on



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Hazard	Who Might Be Harmed	Risk	Control Measures
			visible external areas only (hood section only – not past hood filters)

4. Stairs – Cleaning & Vacuuming

Hazard	Who Might Be Harmed	Risk	Control Measures
Cleaning staircases, leaning over edges	Cleaners	Slips, falls	- Use safe posture - Cords tucked securely; avoid tugging - Vacuum placed securely on level above or below - Only carry mop buckets upstairs if essential; use caution and fill minimally - Cleaners must not lean over balconies or banisters

5. Electrical Safety

Hazard	Who Might Be Harmed	Risk	Control Measures
Use of vacuums and machines	Cleaners	Electric shock or fire	- Visual checks before use - Customer equipment is their responsibility - PAT testing on Simply Dazzle equipment

6. Fire Risk

Hazard	Who Might Be Harmed	Risk	Control Measures
Flammable substances, faulty electrics	Cleaners, public	Fire or injury	- Cleaners must review fire procedure at each site - Identify and read extinguisher instructions - Use extinguisher only to aid personal evacuation - Customers are responsible for



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Hazard	Who Might Be Harmed	Risk	Control Measures
			evacuating others - Management check-in with clients on fire procedures

7. Lone Working

Hazard	Who Might Be Harmed	Risk	Control Measures
Working alone	Cleaners	Delayed response, security risk	- Clock-in/out system - Emergency contact protocol - No ladders or standing on chairs when alone - Identify escape route or lockable safe room - Do not lean over balconies or banisters

8. Carpet Cleaning Machines

Hazard	Who Might Be Harmed	Risk	Control Measures
Using Rug Doctor / Karcher-style machines	Cleaners	Shock, trip, injury	- Check wiring and casing for damage before use - Do not use damaged machines; report to management - Follow manufacturer instructions and watch Rug Doctor training videos

9. Lighting Conditions

Hazard	Who Might Be Harmed	Risk	Control Measures
Poor lighting	Cleaners	Trips or hazards missed	- Clean only in adequate lighting - Report poor lighting to client/management - Make dynamic assessment to determine if work is safe to proceed

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10. First Aid Procedures

Hazard	Who Might Be Harmed	Risk	Control Measures
Injuries on site	Cleaners	Lack of response, infection	- Cleaners to locate and familiarise with on-site provisions - Use personal kits if needed - Record in site accident book and notify management - Report any use of personal kit for replenishment - Cleaners must ensure kits are in-date or report if not

11. Cross-Contamination & Hygiene

Hazard	Who Might Be Harmed	Risk	Control Measures
Infection or chemical transfer	Cleaners, others	Illness or exposure	- Cloths and mops washed at 60°C+ after use - Colour coding used where required - Disposable gloves used for all tasks

12. PPE – Personal Protective Equipment

Hazard	Who Might Be Harmed	Risk	Control Measures
Inadequate PPE	Cleaners	Injury or exposure	- Gloves provided - Footwear must be closed-toe, non-slip, and appropriate - Cleaners must check PPE condition and availability regularly



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13. Dynamic Risk Assessment on Site

Hazard	Who Might Be Harmed	Risk	Control Measures
Changing site-specific hazards	Cleaners	Missed safety concerns	- Dynamic assessment done by cleaner and manager at each site - Review lighting, fire exits, stair use, escape routes, lone worker risks, equipment conditions

Final Notes

- If a cleaner is not satisfied with fire safety provisions, this must be reported to management immediately.

Signature Section

Name	Title	Signature	Date
Sean Sutton	Proprietor	S. Sutton	07/07/2025