

Langton House Hotel	Risk Assessment	Version 1.4	Page 1 of 2
<b>Risk Assessment</b>	<b>Broken Glass, Crockery and Sharps</b>	Created	10/04/2022
Workplace Sector	Housekeeping	Reviewed	10/04/2024
Hazards	Handling items with sharp and pointed edges. Hidden/discarded sharps	Next Annual Review	10/04/2025
Risk Assessment carried out in consultation with Eddie Langton & Langton Staff			

Contact with broken glass and crockery can cause cuts, lacerations and other serious injuries. Contact with sharps may cause cuts and exposure to serious illness.

We will consider the following risk factors and hazards and identify all persons who may be at risk.

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Action Completed
Handling Broken Glass or Crockery	Staff <ul style="list-style-type: none"> <li>• Cuts</li> <li>• Lacerations</li> <li>• Serious Injury</li> </ul>	<ul style="list-style-type: none"> <li>• Correct, careful handling of broken items</li> <li>• Correct PPE</li> <li>• Broken items immediately placed in designated bin</li> </ul>				
Emptying waste bins containing Broken Glass or Crockery	Staff. <ul style="list-style-type: none"> <li>• Cuts</li> <li>• Lacerations</li> <li>• Serious Injury</li> </ul>	<ul style="list-style-type: none"> <li>• Always check bins for broken glass/crockery/sharps before emptying.</li> <li>• Correct PPE</li> <li>• Use of properly identified designated bins</li> </ul>				
Contact with Sharps: Razor Blades Needles Sharp Objects	Staff. <ul style="list-style-type: none"> <li>• Cuts, grazes</li> <li>• Penetration wound resulting in:</li> <li>• Hepatitis C</li> <li>• Hepatitis A</li> <li>• HIV</li> </ul>	<ul style="list-style-type: none"> <li>• When carrying out duties – be mindful sharps may be present.</li> <li>• If sharps suspected in the area, take your time.</li> <li>• Correct PPE</li> <li>• Careful handling of sharps</li> </ul>	<ul style="list-style-type: none"> <li>• Dedicated, yellow sharps box to be kept in a specific area that workers can access to dispose of relevant items they find.</li> </ul>			

## Further Control Measures

Information, Instruction & Training	PPE
<ul style="list-style-type: none"> <li>• Manual Handling Training</li> <li>• Instruction in correct cleaning procedure</li> <li>• Instruction on how to deal with sharps</li> </ul>	<ul style="list-style-type: none"> <li>• Wear cut-resistant gloves when dealing with broken glass or potential broken glass, e.g. Waste Bins</li> <li>• Wear eye protection as required</li> </ul>
Broken Glass Safeguards	What to do if you get a sharps injury
<ul style="list-style-type: none"> <li>• Chipped, cracked or broken glasses should not be thrown into bins with plastic liners</li> <li>• Damaged glasses must be put into a specified container</li> <li>• If you find a glass that is chipped or cracked, dispose of it in the container labelled 'Broken Glass'</li> <li>• Broken glass should be cleaned up as soon as possible</li> <li>• The area immediately around the broken glass should be secured</li> <li>• The area should be thoroughly swept and vacuumed</li> </ul>	<ul style="list-style-type: none"> <li>• Hold the injured area under running water, try to get the wound to bleed a little if possible.</li> <li>• Wash the affected area with soap and water (but do not scrub).</li> <li>• Pat the wound dry and cover with an appropriate dressing (bandage, gauze, plaster).</li> <li>• Seek urgent medical assistance as soon as possible.</li> <li>• Report the injury to management.</li> </ul>
Sharps Injuries	
<p>A sharps injury occurs when a sharp object such as a needle, scalpel or razor blade accidentally penetrates the skin. This could be in the form of a cut, a stab or a graze.</p> <p>Most often people encounter sharps in the workplace. Sharps injuries occur by accident as sometimes workers might not realise that there is a hazard present. Although a sharps injury can sometimes be an unfortunate mishap, it is more often down to the misuse of equipment or a lack of training. Sharps injuries could be from needles, scalpels, razor blades or other sharp objects. They are a serious injury because of the risk of transmission of blood-borne pathogens. This can happen if the sharp has been contaminated by blood or body fluid from an infected person.</p> <p>The number of sharps injuries at work each year is high, but transmission rates of infection are relatively low.</p>	
<p><i>All hazards and risks detailed above have been considered and adequate control measure are in place as indicated. Controls not in place are scheduled to be carried out and included in the current Action List in found in Appendix B of the Langton House Hotel Safety Statement 2024.</i></p>	