

Covid-19 Risk Assessment 5th January 2022

Overview:

This risk assessment reviews the potential hazards associated with the phased transition of Rednock School to normal working practices from September 2021 that could lead to the possible transmission of Covid-19. Associated hazards (by-product of the changes made in response to Covid-19) have also been assessed. This risk assessment will be reviewed and updated on a regular basis.

Reference Documentation:

1. Safety, Health and Environment (SHE) - GCC COVID-19 Risk Assessment Process for Schools (From STEP 4) - August 2021
2. Gov.uk - [Schools Operational Guidance](#) ^{**}(updated 05.01.22)
3. GCC guidance update - October 2021
4. Gov.uk - [Stay at home guidance](#) for possible or confirmed Covid cases

Risk Assessment Matrix

		Likelihood				
		Rare	Unlikely	Possible	Likely	Almost Certain
Consequence	Negligible	1	2	3	4	5
	Minor	2	4	6	8	10
	Moderate	3	6	9	12	15
	Major	4	8	12	16	20
	Extreme	5	10	15	20	25

Risk Rating = Likelihood x consequence

Risk Assessment

Hazard	Risk rating	Control Measure	Residual Risk rating	Persons at risk
Person showing symptoms or positive test result	5 x 4 = 20	<ul style="list-style-type: none"> ● Refer to GCC COVID Response Checklist and public health advice on testing, self-isolation and managing confirmed cases of COVID-19. ● Any suspected or confirmed close contacts of a positive case will be asked to isolate in line with current national guidelines - see Section 4 of School's Operational guidance**(see ref doc 2). <u>You will be contacted directly and told to isolate.</u> ● Regular communications that persons are not to come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (e.g. they are required to quarantine). ● If anyone in school develops COVID-19 symptoms they will be sent home. ● An unwell student awaiting collection will be isolated in a suitable room with or without adult supervision (depending on age and needs of the student). ● Staff caring for a student awaiting collection to keep a distance of 2 metres. ● PPE to be worn by staff caring for the student, including: <ul style="list-style-type: none"> ○ a face mask worn if a distance of 2 metres cannot be maintained. ○ if contact is necessary, then gloves, an apron and a face mask should be worn ○ eye protection where there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting. ● Staff to wash their hands after caring for a student with symptoms. ● All areas where a person with symptoms has been to be cleaned after they have left. ● Follow threshold guidance in the school outbreak management plan for reporting and managing an outbreak. ● School has sufficient supplies of PPE, face coverings, cleaning materials and hand washing/sanitising liquids. ● Update staff, students, stakeholders and visitors on changes in practice – covid safe measures. ● If a parent/carer insists on a student attending school with symptoms, the Headteacher will refuse the student if, in their reasonable judgement, it is necessary to protect other students and staff from possible infection with COVID-19. 	1 x 4 = 4	Staff Students Families Contractors Visitors
Poor Personal Hygiene	4 x 4 = 16	<ul style="list-style-type: none"> ● COVID-19 posters/ signage displayed. ● Frequent and thorough hand cleaning is regular practice. ● Students and staff are encouraged to clean their hands using soap and water regularly throughout the day ● Sufficient handwashing facilities are available. ● Where there is no sink, hand sanitiser provided in classrooms. ● Adults and students are encouraged not to touch their mouth, eyes and nose. ● Adults and students are encouraged to use a tissue to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it'). ● Tissues to be provided. 	1 x 4 = 4	Staff Students Families Contractors Visitors
Spreading coronavirus from contact with surfaces, equipment and workstations	4 x 4 = 16	<ul style="list-style-type: none"> ● Reduced clutter and removing difficult to clean items to make cleaning easier. ● Cleaning using standard cleaning products such as detergents, paying attention to all surfaces but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices. ● Surfaces that are frequently touched and by many people in common areas to be cleaned twice a day. ● Avoid sharing work equipment by allocating it on a personal basis or put cleaning regimes in place to clean between each user. ● Identify where you can reduce people touching surfaces, for example by leaving doors open (except fire doors). 	1 x 4 = 4	Staff Students Families Contractors Visitors

		<ul style="list-style-type: none"> • Keep surfaces clear to make it easier to clean and reduce the likelihood of contaminating objects. • Provide more bins and empty them more often. • Toilets and communal areas to be cleaned regularly. • Sanitising spray and paper towels to be provided in classrooms. • Thorough cleaning of rooms at the end of the day. 		
Poorly ventilated spaces leading to risks of coronavirus spreading	4 x 4 = 16	<ul style="list-style-type: none"> • Keep windows open wide enough to provide some natural background ventilation and open internal doors to increase air flow. • Ventilation and AC systems working optimally. • Carbon dioxide monitors used to quickly identify where ventilation needs to be improved. • Heating is used as necessary to ensure comfort levels are maintained when the building is occupied. • Open windows fully when rooms are unoccupied for longer periods to purge the air (e.g. lunch times and before and after school). • Action taken to prevent occupants being exposed to draughts. For example, partially open high-level windows as opposed to low-level windows, close external doors and arrange the furniture if appropriate and possible. • Use fans for good air circulation. • Air conditioning systems that normally run with a recirculation mode set up to run on full outside air. • Ventilations system that removes and recirculates air to different rooms is turned off. • Ventilation system remains on at all times, even when the building is unoccupied. The system is set to operate at lower ventilation rates during evenings and weekends. • Occupants encouraged to wear additional, suitable indoor clothing as required. • Ensure staff meetings and insets are in rooms with suitable and sufficient ventilation to maintain social distancing. Where this cannot be achieved, meetings will be conducted virtually. 	1 x 4 = 4	Staff Students Families Contractors Visitors
Increased risk of infection and complications for workers who are clinically extremely vulnerable and workers in higher- risk groups		<ul style="list-style-type: none"> • Identify who in the workforce could be clinically extremely vulnerable and refer to government guidance and HSE and PHE guidance on protecting vulnerable workers during the pandemic on how to support workers in higher-risk groups and those who are clinically extremely vulnerable. • Carry out a risk assessment of pregnant workers to identify the risk and measures to be taken. 	1 x 4 = 4	Staff Students
Airborne spread of COVID		<ul style="list-style-type: none"> • For all students, staff and visitors, face coverings must be worn in communal areas and in classrooms • Where staff are in enclosed and crowded spaces, face masks are recommended. • Face coverings must be worn on school transport. • Where possible, desks are rearranged to face the front of the room • Risk Assess clubs and events to consider: <ul style="list-style-type: none"> • Minimise year groups mixing for clubs • Run clubs outside or in well ventilated areas • Events - minimise numbers attending • Events - guests are asked to wear facemasks 	1 x 4 = 4	Staff Students Families Contractors Visitors
Returning to work after summer closure		<ul style="list-style-type: none"> • Buildings and health and safety compliance checks continue to be undertaken (e.g. fire alarm, emergency lighting, water hygiene, lifts, etc). • Checking mechanical ventilation systems are working effectively and are properly maintained. • Decide the tasks that need to be carried out as a priority. This will allow you to plan the order in which workers will return to your workplace and in what number. • Information and instruction for returning workers to ensure clarity on arrangements for cleaning and hygiene and ventilation. • Vaccination is a control measure against COVID so staff can be asked to confirm that they are vaccinated. This information will assist in the risk assessment for outbreak management plans. • Communicate updates with supply staff and other temporary or peripatetic staff and volunteers to follow the school's arrangements for managing and minimising risk. 	1 x 4 = 4	Staff Students Families Contractors Visitors

		<ul style="list-style-type: none"> • All secondary school students been offered 1 on site lateral device test on their return to school in January 2022 • Staff undertake twice weekly home tests whenever they are on site until at least the end of September. • Secondary schools to retain a small asymptomatic testing site (ATS) on-site to offer testing to students who are unable to test themselves at home. • Review/update policies to reflect changes brought about by updated COVID-19 requirements. • Ensure the website is compliant with regards to the publishing of policies and risk assessment. 		
Asymptomatic Testing Programme in Schools	4 x 4 = 16	<ol style="list-style-type: none"> 1. After initial student testing has been completed, a small testing facility will be maintained on site. 2. Lateral Flow testing kits are provided to all staff and students. 3. Regular communications to staff, students, parents and carers regarding the importance of conducting a minimum of two Lateral Flow tests per week. 	1 x 4 = 4	Staff Students
No enforcement of requirements	4 x 4 = 16	<ol style="list-style-type: none"> 1. Consultation with employees on risk assessment via email & full staff remote meetings 2. Risk assessment shared with all staff and published on the school website. 3. Employees encouraged to report any non-compliance. 4. Effectiveness of prevention measures will be monitored by school leaders. 5. This risk assessment will be reviewed if the risk level changes and/or in light of updated guidance. 	1 x 4 = 4	Staff Students