

Oathall Community College - COVID-19 Pupil entering and exiting the building risk assessment

Please note this risk assessment deals with risks directly related to COVID-19 and should be read in conjunction with existing school risk assessments.

Task /Activity being assessed	Entering / exiting the building – pupil
Faculty /Department	All pupils
Date of assessment	20 May 2020 (to be reviewed weekly or as Government guidance changes)
Reviewed by	Karen Crockford
Signed off by	Jo Godbolt – 1 June 2020

Hazards	Who might be harmed	Existing control measures	Additional actions to lower the risk	Comments/Actions
Virus Transmission - person to person	Pupils	<p>General social distancing guidance to remain 2m apart.</p> <p>Individuals who display any possible symptoms should not attempt to enter the building.</p> <p>General public and parents should not attempt to enter the site unless specifically invited. All contact should be made via email/telephone.</p>	<ul style="list-style-type: none"> At the start of the day students should wait on the tennis courts. A teacher will direct them to their first lesson & entrance point according to the timetable. Pupils will mainly use classrooms in the SAM block or classrooms along the English corridor. Occasional use of specialist classrooms will be made Students will be directed to wash hands in the toilets before their first lesson and at regular intervals between lessons thereafter. The one-way entry and exit system should be observed whilst within buildings. Pupils must not enter school through reception to reduce the number of people in that area. Pupils should not go into any other areas of the building unless instructed to do so by teaching staff. 	<p>Markings on tennis courts</p> <p>Communication home to parents advising not to attend school site unless specifically asked to do so.</p> <p>Signage for one-way system</p>

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Hazards	Who might be harmed	Existing control measures	Additional actions to lower the risk	Comments/Actions
Virus Transmission - surfaces	Pupils	Good hand hygiene. High traffic areas will be deep cleaned daily. Hand sanitiser always available	<ul style="list-style-type: none">• External entry and exit doors and internal doors should remain open.• After first entering the building and before leaving, hands should be washed when directed to do so by a member of the Senior Leadership Team or teacher.	Signs to toilets.
Virus Transmission - equipment	Pupils	Minimum equipment required should be brought onto site.	<ul style="list-style-type: none">• Wipes should be made available and any equipment handled cleaned down before and after use and wipe disposed of in the bin provided.	Wipes and bin available