

## Oathall Community College - COVID-19 Task 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	Pupils in a classroom
Faculty / Department	All Faculties
Date of Assessment	20 May 2020 (To be reviewed weekly or as Government guidance changes)
Reviewed by:	Karen Crockford
Signed off by:	Jo Godbolt - 08-06-2020

Hazards	Who might be harmed	Existing control measures	Additional actions to lower the risk	Comments/Actions
Virus Transmission - surfaces	Pupils Teachers Cleaners	Surfaces will be cleaned between each room use during the day.  Classrooms will be deep cleaned daily.  Hand washing and good hygiene practices to be followed.	<ul style="list-style-type: none"> <li>• Door to the classroom should remain open at all times.</li> <li>• Windows should not be closed if already open.</li> <li>• If necessary, teachers may use sanitisers provided to clean any items, furniture or equipment they know has been touched between cleans. Teachers should read the appropriate COSHH data sheet provided before use if appropriate.</li> <li>• Cleaners will be provided with PPE (gloves, eye protection)</li> <li>• Strict no chewing gum policy for students</li> </ul>	Provide cleaning materials and COSHH guidelines (completed 5-06-2020)
Virus Transmission - equipment	Staff Pupils Cleaners	Minimum equipment required present in classrooms.	<ul style="list-style-type: none"> <li>• Staff and pupils should provide their own teaching and learning equipment.</li> <li>• No resources or equipment should be lent to or shared with anyone else.</li> <li>• computers will be thoroughly wiped down after each use</li> <li>• Cleaners will be provided with (gloves, eye protection)</li> </ul>	Classroom spaces kept as clear as possible.

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Hazards	Who might be harmed	Existing control measures	Additional actions to lower the risk	Comments/Actions
Virus Transmission - person to person	Pupils Teachers Classroom support staff	<p>General social distancing guidance to remain 2m apart at all times as far as possible</p> <p>Hand washing and good hygiene practices to be followed.</p> <p>Individuals who feel unwell or display any possible COVID-19 symptoms advised to remain at home and get tested. They should not attempt to enter the building.</p>	<ul style="list-style-type: none"> <li>● Windows should be open where possible to aid ventilation.</li> <li>● Pupils should wait in the designated area before entering the classroom.</li> <li>● Pupils should not enter a classroom until invited to do so by the teacher.</li> <li>● Desks will be at least 2m apart.</li> <li>● Pupils should move immediately to an identified desk space, sit down and remain seated throughout the lesson. Furniture should not be moved.</li> <li>● The teacher will remain behind the identified tape line at the front of the classroom throughout the lesson.</li> <li>● If students or adults are unable to stay 2m distance from each other for any reason they should endeavour to keep as far apart as is possible and to limit the exposure time to under 15 minutes. For example, if they have to pass each other in a corridor or move around a piece of furniture.</li> <li>● At the end of the lesson, pupils should leave the classroom when instructed to do so, one at a time, those closest to the door leaving first.</li> <li>● Red bins provided for safe disposal of tissues</li> </ul>	Classrooms are set up with a teacher line and desks and chairs 2m apart. (completed 09-06-2020)