

Trinity Catholic High School

**Covid-19 School Reopening Risk Assessment
(September 2020)**



Trinity Catholic High School: School Reopening Risk Assessment

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	RESPONSIBLE PERSON	DEADLINES	ADDITIONAL NOTES	RAG
<p>Contact with an infected person carrying symptomatic or asymptomatic Covid-19 infection</p>	<ul style="list-style-type: none"> • Staff • Pupils • Contractors • Visitors 	<ul style="list-style-type: none"> • Individuals will be asked not to come into school if they (or anyone they live with) is experiencing Covid-19 symptoms, and instead they will be advised to adhere to the following NHS guidance: https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/ • Staff, pupils, contractors and visitors to our school sites will be provided regular reminders about the above. • Anyone self-isolating with symptoms will be encouraged to access testing, and the school will help them do this. Refer to the following guidance which is regularly updated: https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested • Detailed documents are in place for managing the requirements and reporting of suspected Covid-19 cases. • If a symptomatic person comes into school, they will be sent home immediately or isolated until they can be collected. • Medical Rooms have been established on both sites for the care and assessment of students. • 999 will be called if they are seriously ill or injured or if their life is at risk • A first-aider will always be available on site whenever the School is open – at least one first-aider per Site. • First-aiders will have received advice and instructions regarding the care of students / staff that demonstrate Covid-19 symptoms and they will have access to appropriate PPE. • In the case of a symptomatic pupil who needs to be supervised before being picked up: <ul style="list-style-type: none"> ➢ If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask. ➢ If contact is necessary, the supervising staff will also wear disposable gloves and a disposable apron. ➢ If there's a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection. 	<p>Headmaster via communication with parents and staff members</p> <p>Director of Site</p> <p>First aiders and H&S Coordinator</p> <p>H&S Coordinator</p> <p>Director of Site</p> <p>HR and H&S Coordinator</p> <p>Director of Site</p> <p>H&S Coordinator</p> <p>H&S Coordinator</p> <p>First aiders and H&S Coordinator</p>	<p>Established</p>	<p>First aiders are to receive training in relation to correct use and disposal of PPE in relation to the infection control measures. Health & Safety Co-ordinator is responsible</p> <p>Additional first aiders have received training</p> <p>Class seating plans will be in place and recorded by teacher</p> <p>School have fogging machines to be used after deep clean</p> <p>Detailed document in place with hyper-links to relevant documents</p>	<p>RAG</p>

		<ul style="list-style-type: none"> ➤ Supervising staff will wash their hands thoroughly for 20 seconds after the pupil has been collected. ➤ A detailed record will be maintained to identify the student's class group and areas of the school premises visited prior to attendance at the school office. This will enable: <ul style="list-style-type: none"> i) A deep clean to take place in the areas that the symptomatic person has been in in accordance with Government guidance in non-medical settings, and ii) Used PPE will be disposed of in accordance with medical waste procedures. https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings ➤ The following notifications will then be arranged <ul style="list-style-type: none"> i) The symptomatic pupil / staff member will be told to: <ul style="list-style-type: none"> a) Self-isolate for at least 10 days. b) Take a Covid-19 test. ii) Members of their household will be told to self-isolate for 14 days. ➤ If the test is negative: <ul style="list-style-type: none"> i) They can return to School once they have provided evidence of a negative test result. ii) Members of staff will liaise with HR prior to returning and communication with parents will be conducted by the appropriate Director of Site. iii) Members of their household can then stop self-isolating. ➤ If the test is positive: <ul style="list-style-type: none"> i) The other pupils and staff in their class group (reference daily registration document) plus any member of staff who cared for the individual while they were symptomatic will be: <ul style="list-style-type: none"> a) Sent home / told not to attend school. b) Told to self-isolate for 14 days. ii) The household members of these pupils and staff only need to self-isolate if the pupil/staff member they live with (same household) subsequently develop symptoms. In such cases the pupil or member of staff will be told to take a Covid-19 test and will follow procedures noted above in relation to the test outcome. • If other cases are detected at school, the local health protection team from Public Health England will be in touch to advice on appropriate action, such as asking more people to self-isolate. 	<p>First aiders and H&S Coordinator</p> <p>Director of Site</p> <p>Director of Site</p> <p>Director of Site</p> <p>Director of Site</p>			
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<p>Contact with an infected person whilst travelling to and from School.</p>	<ul style="list-style-type: none"> • Staff • Pupils • Visitors 	<ul style="list-style-type: none"> • Everyone will be encouraged to walk, cycle or use private transport to school, and advised to avoid taking public transport during peak times. • For anyone who needs to take public transport, they will be referred to the following advice: https://www.gov.uk/guidance/Covid-19-covid-19-safer-travel-guidance-for-passengers. They will also be advised to follow the Government's guidance/requirement to wear a face covering. Such coverings must be retained by the person arriving at School in a suitable plastic bag. • The School will not be employing the use of our minibuses but will use coach transport to off-site playing fields. • For students that will need to be dropped off and picked up, parents will be told through messages and signage their allocated drop off and collection times, with different student groups being given different times which will be in accordance with the School's revised timetable to avoid peak travel times. • The School will restrict parental access to the school site: <ul style="list-style-type: none"> ➤ The collection of students in response to sickness or appointments will take place at the school gate. ➤ Communication with parents will be via email, telephone call or video conference call. ➤ Parental meetings will be with approval of the Headmaster and a risk assessment will be put in place. ➤ Parents / carers are requested not to congregate outside of the school premises, and to maintain social distancing requirements with staff, other children and parents. ➤ Only one parent should attend the school site for meetings – this will help reduce the numbers of visitors on the school site. • Staff are advised that if any face to face conversation becomes confrontational / threatening (with either adult or student) they should dynamically assess the risk and, if necessary, walk away and contact a member of SMT. • The School's Behaviour Policy will be amended to include student responsibilities for social distancing and hygiene behaviour. 	<p>Headmaster via communication with parents and staff members</p> <p>PE</p> <p>Attendance Officer</p> <p>Directors of Site</p> <p>Director of site</p> <p>Behaviour & Inclusion Coordinator</p> <p>Behaviour & Inclusion Coordinator</p>		<p>Risk assessment will be in place</p> <p>Social distancing signage will be placed on School perimeters fences/wall.</p> <p>Staff supervision rota will include monitoring the arrival and departure of students at the start and end of the School day in accordance with hand washing / sanitisation and social distancing controls. This will also be applicable to break / recreation periods</p>	
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<p>Arrival on site and spreading infection as a result of sneezing and/or coughing.</p>	<ul style="list-style-type: none"> • Staff • Pupils • Contractor • Visitors 	<ul style="list-style-type: none"> • Mobile handwashing facilities and pedal operated hand-sanitiser units will be provided at the entrances to both sites. • The School has installed automated hand-sanitisers in easy-to-access locations across both sites: <ul style="list-style-type: none"> ➢ Staff / student points of entry. ➢ Inside of most classrooms and hallways. ➢ Outside all toilets. ➢ Inside the dining halls on both sites. • Staff and students will be encouraged to frequently wash their hands with soap and water for 20 seconds in accordance with NHS guidance as follows: https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/ or use alcohol-based hand sanitiser to cover all parts of their hands. • All staff and students will be encouraged to clean their hands on arrival at school, before and after eating, and after sneezing or coughing. • Pupils will be encouraged to learn and practise good hygiene habits by posters put up across the school. Reminded and encouraged: <ul style="list-style-type: none"> ➢ Not to touch their mouth, eyes and nose. ➢ To use a tissue or elbow to cough or sneeze. ➢ To use bins immediately for tissue waste. • Help will be available for any pupils who have trouble cleaning their hands independently. • Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they are not close to running out. • Open bins will be available in all locations for the disposal of tissues/wipes and will be emptied at the end of each session throughout the day. These bins are for non-clinical waste. 	<p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site Caretakers and Directors of Site</p> <p>SENCO and H&S Coordinator</p> <p>Caretaking staff in liaison with Director of Site</p> <p>Caretaking staff</p>	<p>Implemented</p>	<p>Signage and posters around School premises.</p> <p>Students will receive induction on their return to School regarding key aspects of personal hygiene practice.</p> <p>Any wet waste (bodily fluid) will be double bagged and disposed of separately.</p>	
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<p>Spreading infection through contact with Covid-19 on surfaces</p>	<ul style="list-style-type: none"> • Staff • Pupils • Contractor • Visitors 	<ul style="list-style-type: none"> • Cleaning staff will regularly clean frequently touched surfaces using standard cleaning products as recommended by sanitation supplier for Covid-19. Particular attention to: <ul style="list-style-type: none"> ➢ Banisters ➢ Classroom desks, chairs and tables ➢ Bathroom facilities (including taps, flush buttons, door latches, soap & towel dispensers, toilet seats, bowls, and sinks) ➢ Door and window handles ➢ Furniture ➢ Light switches ➢ Reception desks ➢ Teaching and learning aids ➢ Computer equipment (including keyboards and mouse) ➢ Sports equipment ➢ Hard toys ➢ Telephones ➢ Fingerprint scanners • Areas of the school that are used by staff / pupils will be cleaned thoroughly at the end of use / day. • Any items that require laundering will be washed regularly in accordance with the manufacturer's instructions on the warmest setting. • Implementation of quality assurance arrangements to ensure consistency and correctness of cleaning operations will be the responsibility of the caretakers – line managed by the Directors of Site. • Waste (relating to Covid-19) will be double bagged in ordinary bags and stored for 72 hrs before disposal and to keep if there are any Covid-19 confirmed cases in the school. Euro bins will be allocated specific days of week for disposal in accordance with 72-hour guidelines. • Clinical waste: The School has a clinical waste contract and increased frequency of collection will be established. • Unnecessary items: Soft furnishings that are hard to clean will be removed from areas being used and stored elsewhere. • Any equipment that is shared will be cleaned between groups of children using it and multiple groups won't use it simultaneously, or rotated so they can be unused and out of reach for 48 hours (72 hours for plastics) between use by different groups. • Shared rooms, such as halls and dining areas, will be cleaned between different groups using them. • Dining Halls: There will be no mixing of students from different year groups during lunchtime – that is, year groups will eat their lunch as part of their 'bubble'. Tables and chairs will be removed from the dining 	<p>Caretaker and Cleaning Supervisor</p> <p>Caretaker and Cleaning Supervisor</p> <p>Caretaker and Directors of Site</p> <p>Caretaker and Cleaning Supervisor</p> <p>Directors of Site</p> <p>Directors of Site Directors of Site</p> <p>Caretaker and Cleaning Supervisor</p> <p>Directors of Site</p>	<p>Established</p>	<p>Cleaning specification have been drawn up for all areas in use. All cleaners to be trained in accordance with specification/frequency/CO SH.</p> <p>All cleaning staff to retain personal supply of equipment and PPE and training in correct use and disposal and to also complete infection control training.</p> <p>Cleaners to be reminded of recommendation for regular washing of clothing in accordance with the manufacturer's instructions on the warmest setting and washing hands with warm soapy water for a minimum of 20 seconds at the end of their cleaning operation in accordance with Government advice regarding hand washing techniques.</p> <p>A cleaning quality assurance record will be displayed at the entrance to all areas (classrooms and public spaces) confirming date and time of last clean. Staff / students will not enter or occupy areas that have not been validated</p>	
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		<p>hall spaces as the sanitisation/cleaning of such furnishings is not possible between lunch time services for different bubbles.</p> <ul style="list-style-type: none"> • The school caterers have increased hygiene measures in the kitchen and serving areas by providing additional PPE for staff and by introducing enhanced handwashing & extra cleaning of equipment and kitchen/eating spaces. They have also introduced social distancing in the kitchen, servery & food collection areas. The caterers have also introduced disposable cutlery (trying to be environmentally friendly when possible!). Food will be served to pupils in a hand-held disposable container thus removing the requirement to clean crockery and cutlery between services to the different year group bubbles. • If a person with Covid-19 symptoms comes into school, a deep clean will take place in the areas that the person has been following: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings • Cleaning supplies will be replenished regularly and stock monitored weekly to ensure sufficiency of supply. • The School has purchased fogging/sanitisation machines to facilitate the disinfectant / deep cleaning of frequently used spaces. A record of fogging will be maintained on both sites. • All staff should wash/sanitise their hands with warm soapy water for a minimum of 20 seconds on arrival at work and again prior to leaving work. • Text / exercise books can be used and books marked by teachers although it is advised that students should not mark each other's work. Hands to be washed before and after contact with books. • Books can be taken home. • Individual and very frequently used equipment like pens and pencils will not be shared. 	<p>Caterers, Caretaker and Cleaning Supervisor</p> <p>Caretaker and Cleaning Supervisor</p> <p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site</p>			
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<p>Spreading Covid-19 infection due to excessive contact and mixing between students and staff in both classroom and non-classroom settings</p>	<ul style="list-style-type: none"> • Staff • Pupils 	<ul style="list-style-type: none"> • School capacity / assessment will be undertaken in preparation for the re-opening of school. • Years will be divided into bubbles. • Full classroom sizes will be in place with social distancing between staff and students and staff to staff. • Students are required to have their own stationery and equipment which must not be shared. • Pupils will be seated side by side and facing forward (wherever possible) and unnecessary furniture will be moved out of the classrooms to allow for this. • Structure the day so that different groups of students start and finish school at different times to avoid unnecessary contact and reduce risk. Construct timetable to reduce student movement and mixing of groups and changes of location. • Amend the school day to avoid peak travel times and localised congestion. • The amount of take-home resources will be limited, and the sharing of stationery and other equipment will be prevented. If shared equipment is used, it will be cleaned thoroughly between each group using it. • From the start of the autumn term, we require that staff, students and visitors to our school will use face coverings in corridors and internal communal areas on both sites. Face coverings will not be necessary in classrooms in the dining halls, on the playground or whilst commuting between sites. Y12 and Y13 students do not need the use of face coverings in their respective Common Rooms. Staff that have offices do not require the use of face coverings in their offices. The school has purchased a face visor and a PPE pack (rubber gloves, face masks, a plastic apron, sanitiser wipes and hand sanitising gel) for all staff. • A sneeze guard has been installed on the Y13 Reception Desk to provide a protective barrier between staff and students. 	<p>SMT</p> <p>SMT</p> <p>SMT</p> <p>Directors of Site</p> <p>SMT</p> <p>SMT</p> <p>Directors of Site</p> <p>SMT</p> <p>Directors of Site</p>		<p>All risk assessments to be updated and in place by individual departments</p>	
<p>Spreading infection due to excessive contact and mixing between pupils and staff around the school</p>	<ul style="list-style-type: none"> • Staff • Pupils 	<ul style="list-style-type: none"> • Students will always be kept in the same Year Group Bubbles as far as possible each day. • To avoid too many students being in one place at the same time Year Group Bubbles will have staggered timetables that will facilitate different drop-off times, different pick-up times, and different break / lunch times. • A one-way system has been established for the commute between sites. This will ensure that Year Group Bubbles do not mix during the commute between lessons. 	<p>Directors of Site</p> <p>Directors of Site</p> <p>Directors of Site</p>	<p>Established</p>		

	<ul style="list-style-type: none"> • Staff can work across different groups to deliver the School timetable, but they will keep their distance from pupils and other staff as much as they can (ideally within 2 metres apart). • Face-to-face assemblies and collective worship will not take place until further notice. • Students will receive induction on their return to School about Hygiene control measures, social distancing and the School's revised behaviour policy / code of conduct. • Students will always be supervised to ensure mixing between Year Group Bubbles does not occur, and they will be reminded about the rules/procedures throughout the day by teaching staff and staff on supervision duty. • All shared rooms, such as sport halls and dining areas, will be kept at reduced capacity to allow groups to keep apart and apply social distancing when using them. They will be cleaned between each use. • Toilet use will be managed to avoid crowding. Single cubicle and staff toilets will be installed with engaged door lock signage to prevent multiple persons entering. Larger student toilet blocks will be appropriately supervised as part of staff supervision rota duties to avoid incidents of crowding. • Staff will be reminded to use only personal items of cutlery / crockery / consumables such as tea, coffee, milk biscuits etc. and not to share any items as these represent points of contact and possible cross contamination. • Staff use of staff rooms and the main offices will be staggered to limit occupancy. • Staff and contractors not working with student groups will be asked to maintain 2m distances from each other. • Where contractors are visiting the school premises such operations will be assessed in advance by the Directors of Site to determine whether such work is essential. In cases where work is essential a separate risk assessment will be conducted and communicated for each such operation. • All members of staff will receive certified training in relation to infection / prevention and control measures. A record of training will be retained. • All staff members will also receive an induction briefing on the School's risk assessments, working methods and operational procedures. 	Directors of Site			
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<p>Risks from environmental contamination</p>	<ul style="list-style-type: none"> • Staff • Pupils • Contractor • Visitors 	<ul style="list-style-type: none"> • Checks to the premises will be conducted to make sure the school is up to date in relation to statutory testing / inspection regime and health and safety standards before reopening. https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak • Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed within the new timetable and considering the changes to how the school space is being used. • Areas in use will be well ventilated by opening windows or using ventilation units. • Doors will be propped open, where fire safety and safeguarding wouldn't be compromised, automatic fire door stops have been fitted to all fire doors to reduce multiple door contact points. • Open bins will be provided in classrooms and other key locations to dispose of tissues and general waste. These will be emptied at the end of each session and Covid-19 disposal procedures will be followed. • Outdoor space will be used for PE lessons and breaks and, where possible, for some lessons. 	<p>Directors of Site and the Health & Safety Coordinator</p> <p>Directors of Site and the Health & Safety Coordinator</p> <p>Directors of Site and the Health & Safety Coordinator</p> <p>Directors of Site and the Health & Safety Coordinator</p>		<p>Documents to be filed</p> <p>All points of entry or entry / exit to be open when building is in use to ensure safe evacuation.</p> <p>All staff to receive induction regarding amendments to procedures as appropriate</p> <p>Social distance markings will be placed in areas of pupil recreation.</p>	
<p>Spreading Covid-19 infection due to excessive contact and mixing in meetings</p>	<ul style="list-style-type: none"> • Staff • Pupils • Visitors 	<ul style="list-style-type: none"> • Where possible, all meetings will be conducted by telephone or using video conferencing. This includes meetings with staff, parents, visitors and governors. • Where this isn't possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing. Such meetings will be risk assessed prior to event and approved by Director of Site. 	<p>Line managers</p> <p>Directors of Site</p>	<p>Established</p>		
<p>Individuals (staff and students) vulnerable to Covid-19 infection attending school</p>	<ul style="list-style-type: none"> • Staff • Pupils • Visitors 	<ul style="list-style-type: none"> • The School will continue to follow any shielding guidance in place to decide who should come into School. Otherwise all staff and pupils are expected to come into School. • Individual risk assessments will be completed where appropriate and in line with government guidance: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19 	<p>H/R for staff members</p> <p>SENCO and Year Leaders for vulnerable students</p>	<p>Prior to individuals attendance</p>		

<p>Risk Assessment not understood or implemented</p>	<ul style="list-style-type: none"> • Staff • Pupils • Contractor • Visitors 	<ul style="list-style-type: none"> • Risk assessments will be communicated to all staff. It should be read and understood by all staff with a record kept as evidence to demonstrate this sharing of knowledge was conducted. • Staff will receive regular updates through briefings and email circulars. • The Schools risk assessment procedures are open to constant review and if staff identify the need for additional control measures or a lack of compliance with existing measures in relation to their work / school function they must bring this to the attention of the School's health and safety coordinator and the appropriate Director of Site: <ul style="list-style-type: none"> ➢ Lower Site: ndoherty@tchs.uk.net ➢ Upper Site: jcantwell@tchs.uk.net ➢ Health and Safety coordinator: imoniz@tchs.uk.net • Staff will be reminded of handwashing advice and of correct social distancing and to refrain from sharing equipment and catering items. • Copy of risk assessment to be displayed on Health and Safety noticeboard and on Office 365 SharePoint. • Staff will receive induction briefings in relation to risk assessments and implementation arrangements. • First-aiders and premises staff will receive role specific induction including infection control and PPE. 	<p>Director of site H&S Coordinator</p> <p>Director of site H/S Co-ordinator</p> <p>Directors of Site</p> <p>H&S Coordinator</p> <p>Directors of Site and the H&S Coordinator</p> <p>First-aiders</p>	<p>Established</p>		
<p>Risk of infection from contractors</p>	<p>Caretaker/contractors</p>	<ul style="list-style-type: none"> • Prior to any contractor visiting the School premises they will be required to provide their Covid-19 risk assessment. On arrival, they will also be required to confirm their health status and that of their household members. • All maintenance and repairs will be conducted outside of student's times of attendance (where practical). • Caretaker and operative to wear appropriate PPE when dealing with contractors. • Caretakers and contractors are to adhere to social distancing (at least 2 metres) and they must not pass keys, documents, equipment... etc. • Site to be opened prior to operative's attendance and wedge open access doors to eliminate cross contamination. • Relevant log books to be completed by the caretaker to document the timing and location of work completed. • Area of working to be cleaned after operation in accordance with Government guidance on cleaning in a non-clinical setting. 	<p>Director of Site and Caretakers</p> <p>Director of Site and Caretakers</p> <p>Caretakers</p> <p>Caretakers</p> <p>Caretakers</p> <p>Caretakers</p> <p>Caretakers</p>	<p>Established</p>		

		<ul style="list-style-type: none"> All routine maintenance visits and statutory inspections should continue as far as practically possible wherever this can be achieved whilst adhering to all current social distancing guidelines. If works cannot be carried out safely then they should be suspended other than in an emergency. Any repairs to the outside of the building can proceed after they have been risk assessed. All School held registers of attendance, services and inspections to be completed by the caretaker and communicated to the Health and Safety coordinator for central record. 	Health & Safety coordinator and Caretakers Caretakers			
Increased risks to vulnerable / SEN students	Vulnerable Students	<ul style="list-style-type: none"> Provision for vulnerable students across all year groups will be maintained across the period of full return to School. EHCP reviewed/risk assessed by SENCO and amendments communicated to the Headmaster and LA as required. Support staff to adhere to social distancing (at least 2 metres) where this is possible. Prior to any outreach worker visiting the School premises they will be required to provide their Covid-19 risk assessment. On arrival, they will also be required to confirm their health status and that of their household members. Review the additional support that vulnerable children require – in particular, where one-to-one support is required. Staff have a clear approach to support children’s emotional development and wellbeing upon return – the curriculum is allowing for this time. Children will be re-introduced to school with a focus on wellbeing and safety, before formal learning becomes the priority. 	SENCO and Pastoral / Year Leaders SENCO SENCO SENCO SENCO Pastoral / Year Leaders Pastoral / Year Leaders	Prior to individuals attendance		
<u>Psychological / Staff Wellbeing</u> All staff- Workload Impacts of the developing pandemic	Staff	<ul style="list-style-type: none"> Regular information sharing and communication. Ensure all staff stay connected to team communications to avoid risks of isolation. Regular communications are already well established. 	HR	Established		

and organisations response Stress and anxiety arising through uncertainty and lack of control.		<ul style="list-style-type: none"> Shared distribution of workload regardless of roles to adapt to changing demands. Supervision for staff is available from the Brentwood Catholic Children's Society. Contact person jcantwell@tchs.uk.net. 				
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RAG rate your control measures

- > **Red:** This measure cannot be put in place in our school at any time
- > **Amber:** This measure can be put in place, but not in time for when we've been asked to reopen
- > **Green:** This measure is in place, or can be in place for when we've been asked to reopen

Description of the task/activity:	Covid-19 School based attendance, teaching, administration and premises sanitisation tasks. Remote teaching / administration tasks for those temporarily working off site.	Location:	Trinity Catholic High School, IG8
Name of person(s) completing assessment:	L Moniz	Job title(s):	Health and Safety Officer
Date of this assessment:	November 2020	Date of signing:	November 2020 2020
Date of next Review:	Weekly review or if there is any significant changes or Government guidance changes.	Signed by (Department Manager):	J Cantwell