

| Coronavirus Risk Assessment | | | | | | | | | | | | |
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| School Name: Scott Medical and Healthcare College | | | | | Date Assessed: 09/08/2021 | | | Assessed by: N Leech | | | | |
| Task/Activity: September 2021 COVID-19 Controls | | | | | | | | | | | | |
| | | | Risk rating before implementing control measures | | | | | | Risk rating after implementing control measures | | | |
| Activity/Task | Hazard/Risk | Persons at Risk | L i k e l i h o o d (1 - 5) | S e v e r i t y (1 - 5) | Ri sk /P r i o r i t y | Controls Measures in Place | | | L i k e l i h o o d (1 - 5) | S e v e r i t y (1 - 5) | Ri sk /P r i o r i t y | Additional Controls Measures Required |
| Minimise contact between individuals and maintain | Contact with persons suffering from coronavirus | Employees Pupils/students Contractors | 5 | 5 | 25 | We will apply the principles laid out by the government regarding social distancing. | | | 2 | 5 | 10 | Guidance and recommended risk control measures will be sourced directly from the GOV.UK |

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| social distancing wherever possible | | Visitors Volunteers | | | | <p>As of August 2021, social distancing is no longer required. Nevertheless, we will minimise risk by:</p> <ul style="list-style-type: none"> ● Spreading out Roll Call ● Ensuring quick transitions from classroom to classroom to minimise contact between year groups ● Encouraging staff to maintain distance from students where possible to reduce risk of acting as a vector for transmission between different groups <p>In the case of an increased number of cases in school, we will follow our outbreak management plan. This may include temporarily reintroducing additional control measures (e.g. face coverings)</p> | | | | <p>website wherever possible, and updated as necessary. The Headteacher receives daily updates from the DfE and will be responsible for ensuring any changes are actioned quickly.</p> |
| Measures within the classroom | Contact with persons suffering from coronavirus | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | We will aim to maintain a distance between people to lower the risk of transmission where possible. | 2 | 5 | 10 | Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. |

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| | | | | | | | | | https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools Control measures will be revised and updated daily at 2pm when the latest government guidance is released. | |
| Measures elsewhere | Contact with persons suffering from coronavirus | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | Students and staff will wear face coverings in communal areas and outside classrooms for 5 weeks from the 27th of August. Visitors will be encouraged to only come on site if they have an appointment. Educational visits can be conducted. We have contingency plans in place for countries being visited and where travel lists may change during the trip. We will follow the COVID-19 Practical Lessons in Schools CLEAPSS guidance and | 2 | 5 | 10 | Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools |

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| | | | | | | implement the additional control measures as recommended. | | | | https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update Control measures will be revised and updated daily at 2pm when the latest government guidance is released. |
| Other considerations | Contact with persons suffering from coronavirus | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | Students not to attend school if they have any symptoms of COVID-19. This has been repeatedly communicated to parents. Students encouraged to take two Lateral Flow Tests per week to try and screen out any asymptomatic cases. Any student who develops COVID-19 symptoms during the school day will be immediately isolated and sent home. If a child or staff member is found to have COVID-19, NHS Test and Trace will identify close contacts and inform contacts of any self-isolation requirements depending on age and | 2 | 5 | 10 | Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update |

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| | | | | | <p>vaccination status. Close contacts will be encouraged to take a PCR immediately. Scott College will no longer carry out its own contact tracing.</p> <p>Where a child routinely attends more than one setting on a part-time basis, we will work through the system of controls collaboratively, enabling them to address any risks identified and allowing them to jointly deliver a broad and balanced curriculum for the child.</p> <p>Cleaning schedule in place</p> <p>Individual risk assessments in place for staff and students defined as clinically vulnerable.</p> <p>Up-to-date emergency contact details held for all staff and students.</p> <p>New and expectant mothers risk assessment completed.</p> <p>Windows opened to allow ventilation in classrooms when appropriate.</p> | | | <p>avirus-covid-19-rolling-update</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>Local lockdown action plan to be put in place.</p> <p>https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020#schools</p> |
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| | | | | | | <p>Updated Health and Safety, Medical Needs, and Infection Control Policies in place.</p> <p>Regular family contact to ensure that children from families with symptoms do not attend school.</p> <p>Refer to separate children with (EHC) Plans in place risk assessments.</p> <p>Cycle storage facilities available – employees and pupils encouraged to walk/cycle to school (where feasible).</p> <p>Adequate supplies of face masks, eye protection, gloves and aprons are available for pupils who become unwell at school and need direct personal care – two-metre distancing cannot be maintained.</p> <p>Records maintained of staff/pupils who have been tested for COVID-19.</p> <p>Tissues and sufficient bins provided in all classrooms.</p> | | | |
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| | | | | | | Persons worried about symptoms should use the NHS 111, only call if they cannot get help online, and NOT go to their GP or other healthcare centre. | | | | |
| Physical Education | Contact with persons suffering from coronavirus | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | <p>External facilities can also be used in line with government guidance for the use of, and travel to and from, those facilities. We will refer to the following advice:</p> <ul style="list-style-type: none"> • Guidance on the phased return of sport and recreation; • Guidance from Sport England; • Guidance from the Association for Physical Education; and • Guidance from the Youth Sport Trust. | 2 | 5 | 10 | |
| Working in the school | Contact with persons who may have been exposed to coronavirus | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | <p>Employees or students who are suspected to have coronavirus are to self-isolate in accordance with the government guidance.</p> <p>From 16 August 2021, those under 18 years old will no longer require to self-isolate; however, they will be encouraged to take a PCR test if advised to do so by NHS Test and Trace.</p> | 2 | 5 | 10 | <p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/guidance/travel-advice-novel-coronavirus</p> |

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| | | | | | <p>Other persons who may have been exposed to coronavirus have been instructed by the government guidance to self-isolate.</p> <p>We understand the NHS Test and Trace process and how to contact the local Public Health England health protection team. Close contacts will be identified via NHS Test and Trace. We will work with Health Protection teams in case of a local outbreak.</p> <p>We will follow guidance on the cleaning of non-healthcare settings.</p> <p>We will ensure that staff members and parents/carers understand that they will need to be ready and willing to follow instructions given to them.</p> <p>Pupils/students will receive two onsite LFTs, three to five days apart, on their return to school in the Autumn term.</p> <p>We will stagger return of pupils/students during the first week of the Autumn term.</p> | | | | <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>Usage and passing of testing kits to parents, etc. Advice will be given to parents on the usage of testing kits.</p> |
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| | | | | | | Staff will undertake twice-weekly home LFTs whenever they are in the premises until the end of September / once reviewed. | | | | |
| Working in the school | Contact with persons who may have been exposed to coronavirus – vaccinations | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | Where eligible, employees are strongly recommended to take part in the government’s vaccination programme for COVID-19 to prevent the spread of the virus and help protect everyone within the workplace. | 1 | 5 | 5 | Official information from government health authorities about the vaccine is available on the NHS website. https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus |
| Working in the school | Contact with packages (food, stationery, post deliveries) or items handled by persons who may have been exposed to coronavirus | Employees Pupils/students Contractors Visitors Volunteers | 5 | 5 | 25 | All existing risk assessments will be maintained and followed. There is currently no perceived increase in risk for handling post or freight from specified areas. We have updated our behaviour policy with rules to help staff enforce the above provisions. These have been communicated to parents. Kitchen staff to maintain good hygiene in line with the school’s HACCP. | 1 | 5 | 5 | Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. Control measures will be revised and updated daily at 2pm when the latest government guidance is released. |

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| <p>Working in the school</p> | <p>Disposal of waste that may be contaminated by a coronavirus sufferer</p> | <p>Employees Pupils/students Contractors Visitors Volunteers</p> | <p>5</p> | <p>5</p> | <p>25</p> | <p>All waste that has been in contact with the relevant person, including used tissues, and masks if used, should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied. It should be put in a safe place and marked for storage until the result is available. If the individual tests negative, this can be put in the normal waste.</p> <p>Should the person test positive, the Health Protection Team will provide instructions about what to do with the waste.</p> | <p>1</p> | <p>5</p> | <p>5</p> | |
| <p>Working in the school</p> | <p>Contracting and spreading of infection – personal hygiene</p> | <p>Employees Pupils/students Contractors Visitors Volunteers</p> | <p>5</p> | <p>5</p> | <p>25</p> | <p>Basic infection controls should be followed as recommended by the government:</p> <ul style="list-style-type: none"> ● Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. ● Put used tissues in the bin straightaway. ● Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available. | <p>2</p> | <p>5</p> | <p>10</p> | <p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest</p> |

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| | | | | | <ul style="list-style-type: none">● Try to avoid close contact with people who are unwell.● Clean and disinfect frequently-touched objects and surfaces.● Do not touch your eyes, nose or mouth if your hands are not clean. <p>We will minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.</p> <p>NHS test and Trace will work with us and positive cases to identify close contacts.</p> <p>We will ensure that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms or have tested positive in at least the last 10 days and ensure anyone developing those symptoms during the school day is sent home.</p> <p>All schools will follow this process and we will ensure all staff are aware of it.</p> | | | | <p>government guidance is released.</p> <p>https://www.nhs.uk/conditions/coronavirus-covid-19/</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> |
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| | | | | | | <p>If a child is awaiting collection, they will be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window will be opened for ventilation. If it is not possible to isolate them, we will move them to an area which is at least two metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they will use a separate bathroom if possible. The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> | | | | |
| Working in the school | <p>Welfare</p> <p>Hand-contact points</p> <p>Poor hygiene and welfare conditions leading to staff</p> | <p>Staff</p> <p>Visitors</p> <p>Delivery drivers</p> <p>Pupils/students</p> <p>Volunteers</p> | 5 | 5 | 25 | <p>Toilets to have a regular supply of hot and cold water complete with soap and towels.</p> <p>Kitchen area to have a safe supply of mains cold water.</p> | 1 | 5 | 5 | |

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| | discomfort or illness | | | | | Hand-contact points cleaned daily/where practicable. Toilets and kitchen area to be regularly cleaned. | | | | |
| Working in the school | Infection control including face coverings | Staff Visitors Delivery drivers Pupils/students Volunteers | 5 | 5 | 25 | We will follow our Infection Control Policy and ensure all staff are aware of its contents and new protocols. Decontamination – following advice/guidance from the Health Protection Team. Refer to guidance and posters (where required). Education poster on COVID-19 to be displayed at the main entrance to the school building(s). If required, we will follow additional guidance in our Outbreak Management Plan, or additional guidance We will follow Public Health advice for temporary wearing of face coverings if this become | 2 | 5 | 10 | Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible. https://www.gov.uk/government/publications/guidance-to-employers-and-care-providers-about-covid-19 Control measures will be revised and updated daily at 2pm when the latest government guidance is released. |

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| Working in the school | Contact with delivery drivers / contractors to site / supply teachers | Staff Visitors Delivery drivers Pupils/students Contractors Supply teachers Volunteers | 5 | 5 | 25 | <p>All contractors / delivery drivers / suppliers expected to complete the Contractor Checklist at reception.</p> <p>Contractors and delivery drivers supervised at all times.</p> <p>Visitor information provided at reception for COVID-19 measures taken.</p> | 2 | 5 | 10 | <p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> |
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Risk/Priority Indicator Key

| Likelihood |
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| 1. Improbable / very unlikely |
| 2. Unlikely |

| RISK / PRIORITY INDICATOR MATRIX | | | | | | |
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| LIKELIHOOD | 5 | 5 | 10 | 15 | 20 | 25 |
| | 4 | 4 | 8 | 12 | 16 | 20 |

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| 3. Even chance / may happen |
| 4. Likely |
| 5. Almost certain / imminent |

| Severity (Consequence) |
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| 1. Negligible (delay only) |
| 2. Slight (minor injury / damage / interruption) |
| 3. Moderate (lost time injury, illness, damage, lost business) |
| 4. High (major injury / damage, lost time business interruption, disablement) |
| 5. Very High (fatality / business closure) |

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| | 3 | 3 | 6 | 9 | 12 | 15 |
| | 2 | 2 | 4 | 6 | 8 | 10 |
| | 1 | 1 | 2 | 3 | 4 | 5 |
| | | 1 | 2 | 3 | 4 | 5 |
| | | SEVERITY (CONSEQUENCE) | | | | |

| Summary | | Suggested Timeframe |
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| 12-25 | High | As soon as possible |
| 6-11 | Medium | Within the next three to six months |
| 1-5 | Low | Whenever viable to do so |

Review Record

| Date of Review | Confirmed by | Comments |
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| 09/08/2021 | Naomi Leech, Headteacher | I am satisfied that this risk assessment, read in conjunction with our Health and Safety Policy, our Medical Needs Policy, and our Infection Control Procedure, as well as our COVID-19 Outbreak Management Plan, establishes reasonable steps to limit the transmission of COVID-19 at Scott College. |
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I have read