

All Staff	Risk Assessment	Ref No	VALT 29
		Date	10/06/2020

Task Description	Revised COVID 19 Re-opening of school Risk Assessment	Location	All Areas	Date of Review	1 st Review 25/06/2020 2 nd Review 10/07/2020 3 rd Review 30/08/2020 4 th Review 20/09/2020 5 th Review 24/02/2021 6 th Review 16/08/2021 7 th Review 16/09/2021
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Assessor	Print Name: Paul Bridge	Employee	Print Name:	Equipment or Plant No.	N/A
	Signed:		Signed:		

Persons Affected Individuals or Groups	Caretaker and other associated staff
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Hazards / Consequences	Existing Control Measures	Original Risk Assessment			Further Control Measures Required	Revised Risk Assessment with Further Control Measures		
		L	S	R		Modified		
		L	S	R		L	S	R
	<p>The latest government advice issued in July 2021 states that we are “moving away from stringent restrictions ... as COVID19 becomes a virus we learn to live with.”</p> <p>In line with government policy each school within the Trust will draw up its own specific risk assessment. This Trust Risk Assessment aims to provide a context for those risk assessment and</p>							

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	<p>provides an outline of the common approach we have considered and adopted.</p> <p>There is an increasing likelihood that Individual school risk assessments may differ in the coming academic year, if we experience local outbreaks of COVID19, which government / PH then impose or recommend local responses too.</p> <p>School risk assessments will continue to be made available and communicated to staff, parents and students.</p>							
<p>Inadequate Premises Management, resulting in equipment / systems being unsafe to use or not working.</p> <p>Risk of water contamination e.g. Legionella.</p> <p>Risk of minor / major injury, infection or death.</p>	<p>The Trust have continued to undertake all routine internal checks, including but not limited to weekly Legionella water safety checks, fire system checks and monthly fire safety checks.</p> <p>The Trust have continued to undertake regular, routine external contracted maintenance, including but not limited to Annual gas safety inspections, PAT Testing, Mechanical Maintenance, Lift Maintenance, water systems cleaning.</p>	1	4	L	PB will contact each school before the start of the new 2021 / 22 Academic year, to ensure all regular checks are up to date.	1	4	L

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	<p>Where external contracted safety / maintenance schedules have had to be changed, these are being re-instated. If necessary unchecked equipment will be isolated or removed from use until the necessary maintenance / inspections have been undertaken.</p> <p>Review Fire Risk Assessment, particularly in the light of any temporary changes which were instigated in response to COVID19 which have now been reversed or changed.</p>							
<p>Not maintaining staff & student health and wellbeing.</p> <p>Increased risk of others contracting/spread of Coronavirus, Illness, Fatality, exacerbation of existing medical conditions.</p>	<p>Following the latest government advice, face coverings are no longer expected to be routinely worn in either classrooms or communal areas. They are still recommended on dedicated school transport.</p> <p>In the event of a local outbreak PH may change this advice and if so this will be communicated to staff, students and parents / carers.</p>	2	4	M				

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	<p>Students / staff have the option to wear face coverings in corridors and communal areas where social distancing is not possible.</p> <p>The Trust / schools will review individual student SEN assessments and make any necessary procedural changes.</p>							
<p>Lack of hand hygiene.</p> <p>Increased risk of contracting/spread of Coronavirus, Illness, Fatality</p>	<p>COVID 19 safety instruction signs are fitted throughout the schools.</p> <p>Staff & students are reminded to regularly wash hands with soap and water or hand sanitiser.</p> <p>Hand washing facilities / hand sanitisers are available to every class and in various locations around our sites e.g. main entrances, classrooms & dining-rooms.</p> <p>Students, staff & visitors are instructed to wash their hands on entering the school. This is repeated whenever staff / students move around the site. e.g. breaks, where class locations need to change.</p>	3	4	M				

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	<p>A supply of tissues is maintained for use in classrooms.</p> <p>A cleaning kit containing a disinfectant spray, disposable gloves and disposable tissues or equivalent, is maintained in classrooms in case a pupil coughs or sneezes.</p>							
<p>Unsatisfactory Cleaning of site.</p> <p>Increased risk of contracting/spread of Coronavirus, Illness, Fatality</p>	<p>School cleaning regimes will be reviewed and increased in proportion to the identified risk.</p> <p>As a minimum, areas are thoroughly cleaned at least once daily.</p> <p>High risk areas such as toilets, circulation & social areas will be cleaned regularly throughout the day.</p> <p>Where necessary additional cleaning time / staff are being employed to provide increased services.</p> <p>Where a possible or suspected COVID 19 contamination has been identified, the area will be locked and not re-used until the room has been decontaminated.</p>	2	4	M				

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	"Fogging Machines" are available across the Trust Sites and will be used in line with their specific Risk Assessment.							
Ventilation. Ensure occupied spaces are well ventilated	<p>Where mechanical ventilation systems are in operation these should continue to be programmed to maximise the input of fresh air.</p> <p>To improve ventilation, classroom / office doors can be propped open when rooms are in use. Doors must be closed whenever a room is vacated – in line with fire risk assessments.</p> <p>Windows should be opened to create a through draft of fresh air whilst still maintaining a healthy adequately heated environment, especially in the winter.</p> <p>Windows should be fully opened at break / lunch times or when a rooms is not used, to purge the air between classes.</p>	3	4	M				
Testing	Staff to undertake twice weekly lateral flow tests at home.	3	4					

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Test & Trace Promote and engage in asymptomatic testing and Test & Trace	<p>Secondary school students to undertake 2 Asymptomatic test 3-5 days apart, before the start of the new Term. Thereafter twice weekly home testing should be undertaken. (The government will review this procedure at the end of September 2021.)</p> <p>If displaying any COVID 19 symptoms or following a positive LFT test, staff & students must self-isolate, notify the school and undertake a confirmatory PCR test. If the PCR test is negative and they do not exhibit any COVID 19 symptoms they should return to school.</p> <p>If someone becomes unwell and displays COVID 19 symptoms whilst within an education setting, they must self-isolate and follow PH advice.</p> <p>Test & Trace will be managed by PH and if contacted by them staff and students must follow any instruction received.</p>						
Unvaccinated members of staff	<ul style="list-style-type: none"> The school encourages all eligible staff to take up the vaccine offer and publicises the benefits 	3	4	M			

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	<ul style="list-style-type: none"> In all cases, the school does not discriminate against any member of staff who has not being vaccinated for any reason. 							
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Risk Assessment Notes:

The normal duties of consultation on health and safety matters still apply during the pandemic. Section 2(6) HSWA states:

“It shall be the duty of every employer to consult any such representatives with a view to the making and maintenance of arrangements which will enable him and his employees to co-operate effectively in promoting and developing measures to ensure the health and safety at work of the employees, and in checking the effectiveness of such measures.”

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Rating: Low = 1 – 6, Medium = 8 – 15, High = over 15

Risk Assessment Matrix (Probability and Likelihood Scales)							
		Likelihood Rating					
Severity Rating	Description	1	2	3	4	5	6
		Very Unlikely	Unlikely	May happen	Likely	Very likely	Certain or imminent
1	Delay only	<p>The matrix grid shows risk levels for combinations of severity and likelihood. The 'LOW' risk area (green) covers severity ratings 1 and 2 for likelihoods 1 and 2. The 'MEDIUM' risk area (yellow) covers severity ratings 2, 3, and 4 for likelihoods 2, 3, and 4. The 'HIGH' risk area (red) covers severity ratings 3, 4, 5, and 6 for likelihoods 3, 4, 5, and 6.</p>					
2	Minor injury, minor damage						
3	Lost time injury, illness, major damage						
4	Major injury, disabling illness, major damage						
5	Single fatality, or permanent total disability						
6	Multiple fatalities						

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