


## Covid-19 risk assessment

<b>Brentside High School</b>		Greenford Avenue London W7 1JJ	<b>Review Date:</b>  This is a dynamic document and will be reviewed and updated if there are any changes.			
<b>Assessment Date:</b>  October 2021		<b>What/who is being assessed?</b>  Biological hazard- Covid-19 within educational settings  This is a generic risk assessment for schools with signposts to the relevant Government guidance.				
<b>Name of Assessor:</b>  Charlotte Hames  This risk assessment is supported by the Governing Body		<b>Responsible Person for Actions:</b>  As noted, – named Brentside staff, all staff, persons in positions of responsibility or Mitie (PFI) and Chartwells (contracted catering)				
Task / Activity Area	Who might be harmed and how?	Control Measures	Action by who/when?	Likelihood of occurrence after recommended controls added (L) 1-Very Unlikely 2-Unlikely 3- Possible 4- Likely 5- Very Likely Likelihood = Probability of occurrence based on specific activity being assessed	Impact (I) 1-Negligible 2- Minor 3- Moderate 4- Major 5- Extreme Impact = Estimate of harm based on specific activity being assessed	Overall Risk (L X I) + I  <10 = Low 10-19 = Medium 20-30 = High

Task / Activity Area	Who might be harmed and how?	Recommended Control Measures	Action?	Likelihood (L)	Impact (I)	Overall Risk (L X I) + I
Entering the school	Staff, students, and visitors	<ul style="list-style-type: none"> <li>Parents are aware to stay at home when a child or household member develops coronavirus symptoms and to access PCR testing. Information is communicated regularly to parents.</li> <li>Limit students who must be accompanied to school to one parent/carer</li> <li>Visitors to be kept to an absolute minimum and managed so that social distancing and protective measures are shared on or prior to arrival. Record maintained of all visitors</li> <li>Visitors by appointment only</li> <li>Hand wash/sanitise on entry to school</li> </ul>		2	3	(2X3) +3 = 9 (Low)
Reducing exposure and transmission of Coronavirus	Staff, students, and visitors	<p><u>Government guidance</u> to be followed.</p> <p>As normal, we will provide immunisation programmes on site, ensuring these will be delivered in keeping with our control measures.</p> <p><b>1) Ensure good hygiene for everyone</b></p> <ul style="list-style-type: none"> <li>Hand hygiene- frequent and thorough hand cleaning is already a regular practice now. We will continue to ensure that students clean their hands regularly. Sanitiser will be throughout the school at entrances to buildings and in all classrooms, offices and other shared spaces.</li> <li>Respiratory hygiene- the ‘catch it, bin it, kill it’ approach continues to be very important. Tissues and lidded bins are in all shared spaces. Students are reminded regularly of good respiratory hygiene techniques.</li> </ul> <p><b>2) Maintain appropriate cleaning regimes, using standard products such as detergents-</b></p> <ul style="list-style-type: none"> <li>Rooms/shared areas, frequently touched surfaces (door handles, touch plates, light switches, lift buttons etc) and toilets will continue to be cleaned regularly and frequently</li> <li>Individual and frequently used equipment such as pens and pencils should not be shared. Classroom sets of pens, pencils, tissues and wipes in all rooms</li> <li>Classroom-based resources which are shared are either left for 72 hours between use or cleaned between use for each group wherever practical</li> <li>Resources shared between classes such as sports, arts and science equipment will be cleaned frequently and meticulously or rotated to allow them to be left unused for a period of 48 hours (72 hours for plastics) wherever practical</li> <li>Cleaning wipes in all classrooms for teacher’s desk spaces</li> </ul>		2	3	(2X3) +3 = 9 (Low)

		<ul style="list-style-type: none"> <li>• <u>Government guidance</u> on cleaning followed</li> </ul> <p><b>3) Keep occupied spaces well ventilated</b></p> <ul style="list-style-type: none"> <li>• Where possible, all occupied spaces to be well ventilated using natural ventilation (opening windows) or ventilation units</li> <li>• Occupied classroom doors to be left open to limit use of door handles and aid ventilation</li> <li>• Staff workrooms and offices to be occupied by limited numbers – maintaining a 1 metre distance between colleagues. All shared workrooms to be ventilated by window and door when occupied</li> <li>• Ongoing monitoring of ventilation and building temperature. Heating systems used to ensure comfort levels are maintained in occupied spaces to ensure good ventilation is maintained</li> </ul> <p><b>4) Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</b></p> <p><b>Symptoms:</b></p> <ul style="list-style-type: none"> <li>• Students, staff and visitors should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</li> <li>• If anyone in the school develops COVID-19 symptoms, however mild, they should be sent home (not via public transport wherever possible) and told to self-isolate and follow the <u>stay at home guidance</u> including taking a test. Any household members should also follow this guidance. Any student with symptoms awaiting collection should be left in the small meeting room (behind Reception) room on their own if possible and safe to do so. The door should remain open while the room is occupied. Appropriate <u>PPE</u> should also be used if close contact is necessary. The room will be cleaned thoroughly once vacated.</li> </ul> <p><b>Asymptomatic Testing:</b></p> <ul style="list-style-type: none"> <li>• For as long as national guidelines require, staff and secondary students should continue to test regularly if they are attending settings that remain open, such as summer schools and out of school activities based in school settings.</li> </ul>			
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Educational visits	Staff, students, and visitors	<ul style="list-style-type: none"> <li>All visits will follow the Ealing <u>There and Back Again Policy</u> and the national COVID guidance relating to trips and visits.</li> </ul>		1	3	(1X3) +3 = 6 (Low)

Lunch	Staff, students, and visitors	<ul style="list-style-type: none"> <li>The school canteen and kitchen (Chartwells) will continue to operate but must comply to the <u>guidance for food businesses on Coronavirus</u></li> </ul>		2	3	(2X3) +3 = 9 (Low)
Transport Arrangements	Staff, students, and visitors	<ul style="list-style-type: none"> <li>Schools, parents/carers and students should follow the <u>Coronavirus (COVID-19): safer travel guidance for passengers</u></li> <li>All students travelling to England must adhere to <u>travel legislation</u>, details of which are set out in <u>government travel advice</u></li> <li>Public transport: <ul style="list-style-type: none"> <li>Use by students to be kept to a minimum, especially during peak times</li> <li>Face coverings to be used by children over the age of 11.</li> </ul> </li> </ul>		2	3	(2X3) +3 = 9 (Low)
Dealing with suspected and confirmed cases of Covid-19	Staff, students, and visitors	<ul style="list-style-type: none"> <li>We will follow national and local guidance when dealing with suspected and confirmed cases</li> </ul> <p><b>Local outbreaks</b></p> <ul style="list-style-type: none"> <li>If a local area sees a spike in infection rates that is resulting in localised community spread, it will be decided which measures to implement to help contain the spread. The Department for Education will be involved in decisions at a local and national level affecting a geographical area and will support appropriate authorities and individual settings to follow the health advice.</li> <li>Public Health England may advise a school or a number of schools to close temporarily to help control transmission. We have a contingency plan for this eventuality.</li> </ul>		2	3	(2X3) +3 = 9 (Low)
Use of PPE/face coverings	Staff, students, and visitors	<ul style="list-style-type: none"> <li>Face coverings may also be required as an additional temporary measure in the event of an outbreak. Any member of the school community wishing to wear a face covering may do so. Visitors and those meeting visitors are advised to do so.</li> <li><u>Government guidance on PPE</u> to be followed.</li> </ul>		2	3	(2X3) +3 = 9 (Low)
Administering First aid/ Medication	Staff, students, and visitors	<ul style="list-style-type: none"> <li><u>HSE guidance on first aid</u> followed. This includes first aid cover and qualifications as well as guidance for first aiders</li> <li>Administering first aid and medication risk assessments to be amended by schools</li> <li><u>Government PPE guidance</u> followed.</li> </ul>		2	3	(2X3) +3 = 9 (Low)
Leaving the school	Staff, students, and visitors	<ul style="list-style-type: none"> <li>Staff and students to use sanitiser ensuring that all parts of the hands are covered.</li> </ul>		2	3	(2X3) +3 = 9 (Low)

<b>Likelihood:</b>						
Very Likely	5	6	12	18	24	30
Likely	4	5	10	15	20	25
Possible	3	4	8	12	16	20
Unlikely	2	3	6	9	12	15
Very Unlikely	1	2	4	6	8	10
		1	2	3	4	5
<b>Impact:</b>		Negligible	Minor	Moderate	Major	Extreme