

RISK ASSESSMENT

THIS IS A GENERIC RISK ASSESSMENT TEMPLATE WHICH YOU SHOULD MAKE SPECIFIC TO YOUR SCHOOL TO REFLECT THE CONTROL MEASURES YOU ACTUALLY HAVE IN PLACE TO REDUCE THE RISK OF TRANSMISSION OF COVID 19 DURING AN ONSITE SCHOOL ORGANISED EVENT

Risk Assessment for:	Covid 19 Risk Assessment – Events in School	Date: November 2021	
Assessor:	CP	Review Date:	As required

Sources:	Schools COVID-19 operational guidance (publishing.service.gov.uk) COVID-19: cleaning in non-healthcare settings outside the home - GOV.UK (www.gov.uk) 6. COVID-19 infection prevention and control guidance: aerosol generating procedures – procedures that create a higher risk of respiratory infection transmission - GOV.UK (www.gov.uk) Ventilation - Google Drive Events and attractions - Working safely during coronavirus (COVID-19) - Guidance - GOV.UK (www.gov.uk)
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What are the Hazards?	Who might be harmed and how?	Risk Rating	Current Control Measures	Risk Rating with Control Measures in place	Are risks adequately controlled for work task to go ahead, or will further control measures be required? (Detail any additional measures)	Action required by Whom	Date action required by
Direct or Indirect transmission of COVID -19 virus from being in close proximity to people with the virus. i.e. person to person transmission (hand to hand,	School employees parents, pupils and the general public Ill health (e.g. Respiratory symptoms, fever, cough, shortness of breath	H	Attendees No adult will attend the event if; <ul style="list-style-type: none"> • they have any symptoms of COVID 19 • have tested positive in the last 10 days • They have arrived from a red list country in the last 10 days • LFT to be completed before attendance (where appropriate) 	M	These controls will be reviewed whenever there is an update in guidance from the UK government, in the event of an outbreak of covid associated with the school or if there is a significant change in transmission of covid in the locality		

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hand to mouth, hand to body). Or from contact with contaminated surfaces.	In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death)		In addition, no adult (over the age of 18 yrs and 6 months) will attend the event if; <ul style="list-style-type: none"> they have not been double vaccinated in the UK and have been identified as a close contact of a positive case in the last 10 days They have not been double vaccinated in the UK and have returned from an amber list country in the last 10 days 		All staff are encouraged to have the vaccine This risk assessment will be shared with all members of staff who will be attending the event All event attendees will be advised of any control measures they are required to adopt whilst on site in advance of the event		
		H	Hand and respiratory hygiene All attendees will be asked to sanitise hands on arrival and sanitiser will be available throughout at various locations Good respiratory hygiene practices will be encouraged through the 'catch it, bin it, kill it' approach	M	hand hygiene facilities are accessible including instructional posters		
		H	Cleaning regimes Cleaning is carried out in line with the guidance COVID-19: cleaning in non-healthcare settings outside the home - GOV.UK (www.gov.uk) <ul style="list-style-type: none"> General cleaning is undertaken twice per day Cleaning staff will be on site throughout the event and will regularly clean high frequency touchpoints/surfaces 	M			

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					Consider whether it is appropriate limit displays/activities which may increase the number of shared touchpoints		
		H	<p>Ventilation Where it is possible to do so, windows / classroom doors are open to increase ventilation. CO2 monitors in place.</p> <p>Where it is safe to do so internal doors are open to increase ventilation and air flow.</p> <p>Fire doors which protect escape routes are not propped open.</p> <p>Ventilation of indoor spaces to stop the spread of coronavirus (COVID-19) - GOV.UK (www.gov.uk)</p> <p>https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation/index.htm</p>	M	Poorly ventilated areas are to be identified and if fresh air flow cannot be improved then they will not be used during the event		
		H	<p>Face Coverings All attendees will be asked to wear a face covering during their visit (unless exempt) – in particular when moving in indoor communal areas. This includes indoors and outdoors.</p>	M	A supply of face coverings will be available at the event		
		H	<p>Asymptomatic Testing Attendees will be encouraged to undertake an LFD test prior to attending if they do not already do routine twice weekly testing.</p>	M	Communicate in advance of the event how attendees can access tests		

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			Staff at the school undertake twice weekly asymptomatic testing, as promoted by the school and in line with guidance				
		H	<p>Additional measures</p> <p>Social distancing will be encouraged as much as possible.</p> <p>Where possible information will be shared electronically as opposed to hard copies</p> <p>Presentations/Talks will be made available to watch online and will not be delivered live to a mass audience were possible.</p>	M			

Review Date	Reviewed By	Amendment

Risk Ratings	Example impact (Including but not limited to)
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High	Likely to happen and likely to result in the fatality of one or more individuals. Potential for a frequently occurring serious and life threatening injury
Medium	Unlikely to happen but if it did it would certainly result in at least minor illness, injury or equipment damage. Could occasionally result in a serious injury, illness or equipment damage. Although rarely, could result in death or serious and life threatening injuries.
Low	Unlikely to occur but if it does it is likely to result in minor illness, injury or equipment damage and could, but is unlikely to, result in a significant injury, illness or equipment damage with over 3 days absence