

# Risk Assessment



Title: Covid-19 Transmission by Proximity - Extra-curricular provision [NOV]

c/o UTC Plymouth Park  
 Avenue  
 Devonport  
 Plymouth  
 PL1 4RL

**Project:** Covid-19 NOV 20

**Internal Ref:** 39

**External Ref:** Wrap Around Care

ian.carnwell@reachsouth.org

## General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 03/11/2020

**Next Review Date:**

**Affected Parties:**

» Employees » Public » Pupils

## Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)

1. Unlikely   2. Rarely   3. Occasional   4. Frequent   5. Inevitable

### RATING

<b>HIGH RISK</b>	Intolerable - Do not start work
<b>MED RISK</b>	Tolerable - Reduce ALARP. Review annually/change.
<b>LOW RISK</b>	Tolerable - Monitor. Review annually/change.

## Notes

This risk assessment reflects DfE guidance for resuming any breakfast and after-school provision. The same guidance also recognises that there are some logistical challenges in making such provision work alongside the wider protective measures implemented for the full school return.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity.

### Pre Control Scoring (Likeliness x Severity = Risk)

L	S	R
4	5	20

### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

### Control Measures

- » It is unlikely that existing bubbles can be maintained, so small, consistent groups to be formed.
- » Social distancing to be maintained during seating and activities. Activities must be carefully selected so that children can be, and remain, seated in a 2 metre socially distanced way.
- » Room to be thoroughly cleaned before being used by a bubble.
- » Employees to wear face-shields at all times (refer to 'Covid-19 PPE Requirements' risk assessment for further details).

### Final Risk Scoring (Likeliness x Severity = Risk)

L	S	R
2	5	10

**Signature:**

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# Risk Assessment



## Title: Covid-19 PPE Requirements [NOV]

**Project:** Covid-19 NOV 20  
**Internal Ref:** 40  
**External Ref:** PPE

c/o UTC Plymouth Park Avenue  
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### General Information

**Assessors Name:** Gary Musson  
**Assessment Date:** 03/11/2020  
**Next Review Date:**  
**Affected Parties:**  
» Visitors » Employees » Public  
» Contractors » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

#### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

### Notes

This risk assessment has been reviewed and updated and takes into account the current rise in infection rates nationally.

#### Notes:

Waste can be disposed of in the usual way EXCEPT where it comes from a space that has been occupied by a symptomatic person. In such cases the waste is to be double bagged, stored securely for 72 hours, and then disposed of as general waste.

Face shields have been provided for general school activities (see section 10 of this risk assessment).

There are a limited set of circumstances where it is permissible to not wear the face shield, these include: when you are alone in a working space, when you are using display screen equipment, where the face shield acts as a barrier to communication during teaching, where close reading is carried out, when driving. If a colleague has a serious objection to wearing a face shield, it can be considered on a case by case basis after a discussion with Ian Carnwell or Gary Musson. Please note that with or without the face shield, a 2 metre social distancing remains necessary.

Face coverings must be worn as indicated unless a person cannot put on, wear or remove a face covering because of a physical or mental illness or impairment, or a disability. They can also not be worn if you are to speak or provide assistance to someone who relies on lip reading, clear sound or facial expression to communicate.

● #1. Transmission of Covid-19 virus from administering general first aid treatment.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Consider preventing or rescheduling high-risk activities to reduce the threat of a serious accident.
- » Wherever possible make sure you wash your hands for 20 seconds with warm water and soap or use an alcohol gel, before and after treating a casualty.
- » First aider to wear appropriate PPE at all times when providing first aid as follows:
  - » Disposable gloves, disposable apron, FFP3/FFP2/IIR disposable mask and a re-usable face shield.
  - » After treatment, all surfaces that have been touched must be cleaned and disinfected.
  - » Disposable PPE & wipes should be disposed of in the regular waste receptacle, unless they have been used in a space occupied by a symptomatic person. In that event see the notes above.
  - » Under no circumstances should PPE be placed on a child.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

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## ● #2. Transmission of Covid-19 virus from administering CPR first aid treatment.

### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
4	5	20

#### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

#### Control Measures

- » Make sure an ambulance is on its way. If COVID 19 is suspected, tell them when you call 999.
- » The first person to react to a situation requiring CPR may have to do so without the use of PPE to ensure immediate safety of the individual. They should be relieved as soon as possible by a person wearing full PPE.
- » Recognise cardiac arrest by looking for the absence of signs of life and the absence of normal breathing. Do not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in any doubt about confirming cardiac arrest, the default position is to start chest compressions until help arrives.
- » If there is a perceived risk of infection, rescuers should place a cloth/towel over the victims mouth and nose and attempt compression only CPR and early defibrillation until the ambulance (or advanced care team) arrives.
- » We accept that doing rescue breaths will increase the risk the risk of transmitting Covid-19 virus, but take the position that the risk is small compared to the risk of the person needing CPR dying. With this in mind, those trained to carry out CPR must choose whether they feel comfortable in carrying out rescue breaths as part of the resuscitation. The Trust will support the decision of any first-aider who chooses to carry out rescue breaths where they deem it necessary.
- » Under no circumstances should PPE be placed on a child.
- » Disposable PPE & wipes should be disposed of in the regular waste receptacle, unless they have been used in a space occupied by a symptomatic person. In that event see the notes above.
- » \*See information: <https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/>

### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
3	5	15

● #3. Transmission of Covid-19 virus to people from used PPE, equipment or waste.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » When removing PPE worn or when cleaning an area that has been occupied by a person that is symptomatic, all materials should be disposed of by double bagging the removed PPE, then store it securely for 72 hours, then throw it away in the regular waste receptacle.
- » Wash hands with soap and water for 20 seconds after removing gloves, aprons, masks, face shield and other protection used while administering first aid treatment.
- » Clean re-usable face shield after each use by cleaning the inside and outside of the shield using a suitable disinfectant cleaning wipe.
- » The Public Health England guidance 'COVID-19: cleaning in a non-healthcare setting' can be found at <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

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● #4. Transmission of Covid-19 virus when carrying out a physical restraint.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Personal risk assessments to be carried out by the school to determine whether the behaviour of an individual may pose a threat to others in the classroom environment in this current pandemic state, individuals considered to be high risk in this respect may be required to home school. This risk assessment should consider the likelihood of the child grabbing PPE and causing injury to the wearer.
- » The first person to react to a situation requiring restraint may have to do so without the use of PPE to ensure immediate safety of the individual. They should be relieved as soon as possible by a person wearing full PPE, including disposable gloves, disposable apron, FFP3/FFP2/IIR disposable mask and a re-usable face shield.
- » Wherever possible make sure you wash your hands for 20 seconds with warm water and soap or use an alcohol gel, after a physical restraint.
- » Under no circumstances should PPE be placed on a child.
- » Disposable PPE & wipes should be disposed of after use.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

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● #5. Transmission of Covid-19 virus when carrying out intimate care.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » After removal of PPE make sure you wash your hands for 20 seconds with warm water and soap or use an alcohol gel, after carrying out intimate care.
- » Wear appropriate PPE at all times when carrying out intimate care as follows:
  - » - Disposable gloves, disposable apron, FFP3/FFP2/IIR disposable mask and a re-usable face shield.
- » When changing nappies:
  - » Children in nappies must have a designated changing area, away from play facilities and from any area where food or drink is prepared or consumed.
  - » Hand washing facilities must be available in the room so that staff can wash and dry their hands after every nappy change, before handling another child or leaving the nappy changing room.
  - » Wipe changing mats with soapy water and sanitise after each use.
  - » Materials containing bodily fluids must be treated and disposed of as clinical waste.
  - » Under no circumstances should PPE be placed on a child.
  - » Disposable PPE & wipes should be disposed of after use.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

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● #6. Transmission of Covid-19 virus when supervising isolated pupils.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Only use designated isolation spaces for isolation purposes.
- » Wear appropriate PPE at all times when supervising isolated pupils as follows:
  - » - Disposable gloves, disposable apron, FFP3/FFP2/IIR disposable respirator and a re-usable face shield.
  - » Make sure you wash your hands for 20 seconds with warm water and soap or use an alcohol gel, after removing PPE.
  - » Supervisor to ensure pupil is supervised at all times, ensure a 2 metre distance is maintained wherever possible.
  - » Dedicated toilet facilities waste such as hand towels must be disposed of by double bagging, then stored securely for 72 hours, then throw it away in the regular waste receptacle.
  - » Where there has been a symptomatic or suspected symptomatic person, all surfaces that they have touched must be cleaned and disinfected.
  - » Parents or carers to be contacted to collect child as soon as possible.
  - » Under no circumstances should PPE be placed on a child.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

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● #7. Transmission of Covid-19 virus when carrying out health questions on admittance.

**Pre Control Scoring** (Likeliness x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Admittance staff to wash hands for 20 seconds with warm water and soap or use an alcohol gel, before and after receiving pupils, parents and guardians through reception area.
- » Wear appropriate PPE at all times when carrying out health questions as follows:
- » A face shield to be worn and greater than 1 metre social distancing to be maintained (maintain 2 metres distance where possible)..

**Final Risk Scoring** (Likeliness x Severity = Risk)

L	S	R
2	5	10

● #8. Transmission of virus whilst preparing food

**Pre Control Scoring** (Likeliness x Severity = Risk)

L	S	R
2	5	10

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Kitchen staff to wear FFP2/FFP3/IIR disposable mask whilst preparing food.
- » Kitchen staff to wash hands for 20 seconds with warm water and soap before handling food.

**Final Risk Scoring** (Likeliness x Severity = Risk)

L	S	R
1	5	5

● #9. Incorrect PPE, or incorrect use of PPE.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

» Employees issued with PPE must don and doff the PPE in accordance with the Reach South PPE guidance document.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

● #10. General school activities carried out by employees where previously (before 12th October 2020) no PPE was required.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

» All staff are now required to wear face-shields at all times on school grounds (unless your activity makes this unsafe or it has been agreed otherwise by the Trust and your Line Manager).

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

## #11. General school activities carried out by pupils

### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
4	3	12

#### Consequence

Consequence may differ from person to person. Generally evidence has shown children and young adults tend to be asymptomatic or only suffer mild symptoms.

#### Control Measures

» Face coverings may be worn by children in KS3, KS4 and KS5 at the discretion of the Head Teacher to suit local considerations. Face coverings may not be worn by KS2 pupils or younger.

### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
2	3	6

## #12. Visitors to school premises (includes contractors)

### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	5	15

#### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

#### Control Measures

- » Attendance to school to be limited to essential visitors only.
- » All adult visitors to wear face coverings whilst in school or on school grounds. Visitors should provide their own face coverings (where they do not have a face covering, the school is to provide a mask from their stock).
- » Visitors must still observe school rules with regards to hand hygiene and social distancing.

### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
2	5	10

Signature:



# Risk Assessment



## Title: Covid-19 Prevention by Cleaning - [NOV]

**Project:** Covid-19 NOV 20  
**Internal Ref:** 41  
**External Ref:** Cleaning

c/o UTC Plymouth Park Avenue  
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### General Information

**Assessors Name:** Gary Musson  
**Assessment Date:** 03/11/2020  
**Next Review Date:**  
**Affected Parties:**  
» Visitors » Employees » Public  
» Contractors » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

#### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

### Notes

This risk assessment has been reviewed and updated to support the full opening of the school.

#### Note:

Waste can be disposed of in the usual way EXCEPT where it comes from a space that has been occupied by a symptomatic person. In such cases the waste is to be double bagged, stored securely for 72 hours, and then disposed of as general waste.  
Teaching staff can assist in the enhanced cleaning regime, BUT they must not clean spaces that have been occupied by a person showing Covid-19 symptoms. A COSHH assessment must be in place for all cleaning substances that are identified by the manufacturer as hazardous substances. The significant findings of the COSHH assessment must be communicated to the substance user, and safe use guidance must be followed (including the use of PPE where identified).

● #1. Transmission of Covid-19 virus to people from surfaces within the school environment.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

» Cleaner to wear appropriate PPE when cleaning. Where there is no suspicion of persons having Covid-19, then follow the findings of your normal cleaning risk assessment (note that all staff are now required to wear face-shields at all times on school premises). In cases where someone suspected of having Covid-19 in the area, then wear disposable gloves and an apron for cleaning. Where an area has been heavily contaminated (such as visible bodily fluids), from a person with Covid-19, then use a FFP2/FFP3/IIR disposable mask (in addition to the gloves and apron).

» Remove non-essential fabric items from the area (that are difficult to clean). Where essential fabric items remain they should either be thoroughly cleaned or left for a minimum of 72 hours before use by different bubble groups.

» For rooms that have been occupied by a person with Covid-19 symptoms, clean using a disposable cloth or paper roll and disposable mop heads, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as bathrooms, grab-rails in corridors and stairwells and door handles

» Where there has been a symptomatic person, all surfaces that they have touched must be cleaned and disinfected.

» The Public Health England guidance 'COVID-19: cleaning in a non-healthcare setting' can be found at <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

● #2. Transmission of Covid-19 virus to people from used PPE, cleaning equipment or waste.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » When removing PPE worn for cleaning an area where someone with suspected Covid-19 has been, this should be disposed of by double bagging the removed PPE, then store it securely for 72 hours, then throw it away in the regular waste receptacle.
- » Waste cleaning materials from cleaning an area where someone with suspected Covid-19 has been, should be disposed of by double bagging, then store it securely for 72 hours, then throw it away in the regular waste receptacle.
- » Wash hands regularly with soap and water for 20 seconds, and after removing gloves, aprons and other protection used while cleaning.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

**Signature:**



# Risk Assessment



## Title: Covid-19 Prevention in Catering - [NOV]

**Project:** Covid-19 NOV 20  
**Internal Ref:** 42  
**External Ref:** Catering

c/o UTC Plymouth Park Avenue  
 Devonport  
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 PL1 4RL  
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### General Information

**Assessors Name:** Gary Musson  
**Assessment Date:** 03/11/2020  
**Next Review Date:**  
**Affected Parties:**  
 » Employees » Contractors » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)

1. Unlikely   2. Rarely   3. Occasional   4. Frequent   5. Inevitable

#### RATING

<b>HIGH RISK</b>	Intolerable - Do not start work
<b>MED RISK</b>	Tolerable - Reduce ALARP. Review annually/change.
<b>LOW RISK</b>	Tolerable - Monitor. Review annually/change.

### Notes

This risk assessment has been reviewed and updated to support the full opening of the school.

It is anticipated that some schools will provide hot meals from September 2020 if safe to do so. Those that do not serve hot food straight away, will continue to serve cold 'pack up' type meals, and will possibly move to hot food at some point during the autumn term.

- #1. Potential transmission of Covid-19 virus during food preparation.

#### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	5	15

#### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

#### Control Measures

- » Persons operating within kitchen areas must maintain a separation distance of greater than 1 metre from other persons.
- » Kitchen staff to wear either a FFP2/FFP3/IIR mask whilst in the kitchen area.

#### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
1	5	5

● #2. Potential transmission of Covid-19 virus during food distribution.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
3	5	15

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Bubbles not to be mixed.
- » Queues to be avoided in the distribution of food (table service would be one suggested solution).
- » The dining space to be thoroughly cleaned between use by different bubbles.
- » Drinking fountains are not to be used.
- » Classrooms may be used for the consumption of cold food. Where this is the case, food to be transported between kitchen and classroom by a designated person. The class teaching staff to distribute the meals to pupils desks.
- » Waste receptacles to be provided in each classroom used for eating. The teaching staff to clear the desks when pupils have finished eating.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

**Signature:**



# Risk Assessment



## Title: Covid-19 Transmission by Proximity - School Transport - [NOV]

**Project:** Covid-19 NOV 20

**Internal Ref:** 43

**External Ref:** Minibus Operation

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Avenue  
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ian.carnwell@reachsouth.org

### General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 03/11/2020

**Next Review Date:**

**Affected Parties:**

» Employees » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)

1. Unlikely   2. Rarely   3. Occasional   4. Frequent   5. Inevitable

#### RATING

<b>HIGH RISK</b>	Intolerable - Do not start work
<b>MED RISK</b>	Tolerable - Reduce ALARP. Review annually/change.
<b>LOW RISK</b>	Tolerable - Monitor. Review annually/change.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity.

**Pre Control Scoring** (Likeliness x Severity = Risk)

L	S	R
4	5	20

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Where possible, the use of school transport should be avoided. Where deemed unavoidable, the following controls are to be observed.
- » Wherever practicable, social distancing should be observed. Try to minimise the number of persons in the vehicle.
- » Passengers must be limited to members of the same bubble.
- » Face coverings may be worn (not by children under 11 years of age). Hands to be washed before putting the face covering on, and after taking it off.
- » Avoid physical contact between persons on the vehicle.
- » Keep journey times as short as possible.
- » Passengers to face away from each other to minimise the risk.
- » Maintain good ventilation (eg. keeping the windows open).
- » The vehicle should be cleaned regularly using disposable gloves, and standard cleaning products, with particular emphasis on handles and other areas where passengers may touch surfaces.
- » Wash hands thoroughly after travel.

**Final Risk Scoring** (Likeliness x Severity = Risk)

L	S	R
2	5	10

**Signature:**



# Risk Assessment



## Title: Covid-19 Transmission by Proximity - In Emergency Situations - [NOV]

**Project:** Covid-19 NOV 20

**Internal Ref:** 44

**External Ref:** Evacuation and Lockdown

c/o UTC Plymouth Park  
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 Devonport  
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ian.carnwell@reachsouth.org

### General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 03/11/2020

**Next Review Date:**

**Affected Parties:**

» Employees » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)

1. Unlikely   2. Rarely   3. Occasional   4. Frequent   5. Inevitable

#### RATING

<b>HIGH RISK</b>	Intolerable - Do not start work
<b>MED RISK</b>	Tolerable - Reduce ALARP. Review annually/change.
<b>LOW RISK</b>	Tolerable - Monitor. Review annually/change.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity during emergency evacuation or lockdown.

#### Pre Control Scoring (Likeliness x Severity = Risk)

<b>L</b>	<b>S</b>	<b>R</b>
4	5	<b>20</b>

#### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

#### Control Measures

- » During an emergency evacuation, social distancing measures may be ignored until persons arrive safely at the muster point. Once at the muster point, social distancing between bubbles should be implemented as far as is practicable.
- » Should an incident occur that requires a lockdown to be initiated, initially all pupils and teaching staff are to remain in their classrooms (maintaining social distancing) unless told otherwise by the head teacher. The head teacher must ensure that the police are informed at the earliest opportunity, and their advice is followed. When it is safe to do so, the head teacher must ensure that the Trust are notified of the incident.

#### Final Risk Scoring (Likeliness x Severity = Risk)

<b>L</b>	<b>S</b>	<b>R</b>
2	5	<b>10</b>

**Signature:**

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the right.

# Risk Assessment



## Title: Covid-19 Transmission by Proximity and Touch - General [NOV]

**Project:** Covid-19 NOV 20

**Internal Ref:** 45

**External Ref:** Social Distancing and Hand Hygiene

c/o UTC Plymouth Park  
Avenue  
Devonport  
Plymouth  
PL1 4RL

ian.carnwell@reachsouth.org

### General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 03/11/2020

**Next Review Date:**

**Affected Parties:**

» Visitors » Employees » Public

» Contractors » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

#### RATING

<b>HIGH RISK</b>	Intolerable - Do not start work
<b>MED RISK</b>	Tolerable - Reduce ALARP. Review annually/change.
<b>LOW RISK</b>	Tolerable - Monitor. Review annually/change.

### Notes

Notes:

Signage to be used as appropriate in order to support Covid-19 and communicate safety requirements. This version of the risk assessment takes into account the ongoing rise in infection rates, and the latest changes to PHE and DfE guidance.

Student teachers will be attending Reach South academies, and will generally following the same protocols as Trust employees. The only difference is that for their first two weeks of attendance they will be asked to wear a face covering (covering may be removed whilst eating/drinking or reading to pupils), they must also confirm that they have been following social distancing guidelines in the previous 14 days.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity, or by hand to face contact after touching a contaminated surface.

#### Pre Control Scoring (Likelihood x Severity = Risk)

<b>L</b>	<b>S</b>	<b>R</b>
4	5	<b>20</b>

#### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

#### Control Measures

- » When using corridors, the wall must be on your left hand side, and only travel in single file. Try to create a distance between the person in front and behind.
- » Timetables to be adjusted to stagger entry and exit times for school users. Classroom changes also to be scheduled to limit movement through the school to a single bubble at any one time (note, bubbles will not be restricted to a single class).
- » Reception desks to be fitted with temporary protective screens, where not already in place.

- » Teaching groups (bubbles) to be organised in such a way as to prevent mixing of groups.
- » Clothes and bags to be stored in such a way as to not create trip hazards. Storage can be in classrooms or cloakroom areas, but use limited to members of a single bubble. Use of the areas to be controlled to prevent crowding.
- » During an emergency evacuation, social distancing measures may be ignored until persons arrive safely at the muster point. Once at the muster point, an effort must be made to separate bubbles.
- » Assemblies and other gatherings will be limited to a single bubble at a time. Note that thorough cleaning of spaces must happen between occupation by different bubbles.
- » Pupils to be seated facing the same direction wherever practicable. Where this is not possible due to the shape of tables, small portable screens may be used on tables to provide additional protection between pupils.
- » Teaching staff to maintain a 2 metre separation, at the front of the class, from pupils. Floor markings to be used to make this clear for pupils. Where it is necessary to breach the 2 metres for support of the pupil, minimise the length of time this is for and avoid face to face contact (facing each other in close proximity).
- » Visitors are required to maintain 2 metres social distancing. Depending upon the purpose of their visit, further risk assessment may be required.
- » A 2 metre x 2 metre box to be marked adjacent to the room door, to facilitate safe observation of teaching.
- » All persons to maintain high levels of hand hygiene. Regular and thorough hand cleaning to be carried out. As a minimum, hands should be washed or sanitised by all on arrival to school, on return from breaks, on a change of room and before and after eating.
- » Maintain good respiratory hygiene by promoting the 'catch it, bin, kill it' approach. School to provide tissues and bins to facilitate this.
- » Whilst the guidelines have relaxed the measures for social distancing between children, the children should still be encouraged to maintain a distance from each other wherever possible.
- » Schools to make arrangements to ensure that bubbles can remain separate when using the playground.
- » Non-essential visitors to school should be discouraged.
- » Where possible, windows to be opened to provide a supply of fresh air. Mechanical ventilation systems should be set to 'fresh air' rather than 'recirculate'.
- » Hand driers are not to be used.
- » All staff to wear face-shields when on school grounds or in school property (they can be removed whilst eating and drinking).
- » Where marking books or handling resources touched by a pupil, you must hand sanitize first, whilst handling the resource avoid touching your face, and hand sanitise again after returning the resource.

**Final Risk Scoring** (Likelihood x Severity = Risk)

<b>L</b>	<b>S</b>	<b>R</b>
2	5	<b>10</b>

**Signature:**



# Risk Assessment



Title: Covid -19 Presence of infected persons [NOV]

**Project:** Covid-19 NOV 20

**Internal Ref:** 46

**External Ref:** Infection Prevention and Management

c/o UTC Plymouth Park Avenue  
Devonport  
Plymouth  
PL1 4RL  
ian.carnwell@reachsouth.org |

## General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 03/11/2020

**Next Review Date:**

**Affected Parties:**

- » Visitors » Employees » Public
- » Contractors » Pupils

## Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

## Notes

This version of the risk assessment takes into account the ongoing rise in infection rates, and the latest changes to PHE and DfE guidance.

The procedure for basic screening at point of entry has changed a little with the introduction of the 'Thumbs Up' health check poster. This system will help streamline the entry process.

The acknowledged symptoms of Covid-19 are a new continuous cough, a high temperature, a loss of normal sense of taste or smell.

Note: It is important that individuals that have Covid-19 symptoms do not attend school (self isolating should implemented in accordance with the latest Government guidelines).

## ● #1. Presence of Covid-19 infected person in the school environment

### Pre Control Scoring (Likelihood x Severity = Risk)

L	S	R
3	5	15

#### Consequence

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

#### Control Measures

- » All persons will be asked to respond to simple statements relating to their current state of health (specific to known Covid-19 symptoms), at the point of entry to the school. Confirmation to the statements to be indicated by putting a thumb up. For younger children, a response may be given by a parent/guardian. A visual assessment to be made for obvious visible symptoms of the virus. If there is a real concern regarding the fitness of the person, they will be refused entry to the school. A uniform procedure has been issued to the schools in this respect.
- » Each school to allocate three designated isolation spaces (in some cases due to space limitation it may not be possible to allocate 3 spaces. The minimum acceptable is 1 space). Isolation spaces must have their own dedicated toilet/hand washing facility, ideally located close to the isolation space.
- » Should any person (that previously appeared well) develop Covid-19 symptoms whilst in the school premises, they must immediately be moved to an isolation space. Adults will be permitted to make their own way home if well enough (otherwise an ambulance to be called). Where the person is a pupil, contact will be made with their parent/guardian to facilitate their collection.
- » Any person suspected as having Covid-19 (symptomatic) must self-isolate in accordance with current Public Health England guidelines, and organise to have a test carried out to confirm whether they are Covid positive.
- » Should any person be diagnosed as Covid-19 positive, they must report this as soon as possible to the school office (parents/guardians to report on behalf of children). Upon receiving confirmation that a person that attended school has been diagnosed with Covid-19, the school will make immediate contact with the Trust, who in turn will initially make contact with the Department for Education helpline. Public Health England (PHE) and other local sources are likely to have involvement after the initial assessment of the case(s). Guidance with regards to the appropriate action to be taken will be given by these public bodies..
- » Everyone must wash their hands thoroughly for 20 seconds with soap and running water after contact with someone who is unwell.
- » Doors to an isolation room to remain closed whilst the room is occupied.

### Final Risk Scoring (Likelihood x Severity = Risk)

L	S	R
2	5	10

Signature:



# Risk Assessment



## Title: Covid-19 Transmission by Proximity and Touch - Flu Immunisation [NOV]

**Project:** Covid-19 NOV 20

**Internal Ref:** 47

**External Ref:** Influenza Immunisation

c/o UTC Plymouth Park  
Avenue  
Devonport  
Plymouth  
PL1 4RL

ian.carnwell@reachsouth.org

### General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 03/11/2020

**Next Review Date:**

**Affected Parties:**

» Visitors » Employees » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)

1. Unlikely   2. Rarely   3. Occasional   4. Frequent   5. Inevitable

#### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

### Notes

As an important part of the ongoing health and wellbeing protection of pupils, programmes of immunisation against influenza will be carried out across multiple age groups, throughout Reach South academies. We will expect the service providers to have robust risk assessments to cover their activities, especially around infection control and mitigation measures for Covid-19.

Due to the equipment they will require, it is likely that they will need to set up at a single location, and all pupils will need to go to them for immunisation. This risk assessment supplements the existing suite of Covid-19 risk assessments, and adds enhanced measures to manage Covid-19 risk associated with this activity.

We will expect to see measures on the service providers risk assessment such as;

Clinical waste to be placed in appropriate containers.

PPE to be changed after each child.

Tables and chairs to be wiped between each child.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity, or by hand to face contact after touching a contaminated surface

**Pre Control Scoring** (Likeliness x Severity = Risk)

L	S	R
4	5	20

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Immunisation staff must not attend school premises if they have suffered one of the main symptoms of Covid-19 (a high temperature, a new, continuous cough, or a loss/change to your sense of smell or taste) and should be self-isolating in accordance with current PHE or DfE guidance, or have been around anyone with these symptoms, or have been contacted by NHS Test and Trace and have been told to self-isolate.
- » Immunisation staff must follow the school's implemented Covid-19 mitigation measures and protocols, including any sign in or induction procedures.
- » Pupils to attend immunisation in bubble groups (likely to be class by class within the same bubble). A fifteen minute waiting period to be observed before changing to a new bubble group.
- » Room to be ventilated by the opening of windows and doors (fire doors to remain closed unless they have hold open devices linked to the fire alarm).
- » During the fifteen minute waiting period, touch points on travel routes to the immunisation area to be thoroughly cleaned.

**Final Risk Scoring** (Likeliness x Severity = Risk)

L	S	R
2	5	10

**Signature:**



# Risk Assessment



Title: Covid-19 Transmission by Proximity and Touch -  
Rose Reviews [NOV]

**Project:** Covid-19 NOV 20  
**Internal Ref:** 48  
**External Ref:** Rose Reviews

c/o UTC Plymouth Park  
Avenue  
Devonport  
Plymouth  
PL1 4RL  
ian.carnwell@reachsouth.org

## General Information

**Assessors Name:** Gary Musson  
**Assessment Date:** 03/11/2020  
**Next Review Date:**  
**Affected Parties:**  
» Employees » Pupils

## Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

## Notes

This risk assessment is specifically to cover the carrying out of Rose Reviews within school premises during the Covid-19 pandemic. It should be read in conjunction with the existing suite of Covid-19 risk assessments and guidance issued by Reach South Academy Trust.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity, or by hand to face contact after touching a contaminated surface.

**Pre Control Scoring** (Likeliness x Severity = Risk)

L	S	R
4	5	20

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Reviewers must not attend school premises if they have suffered one of the main symptoms of Covid-19 (a high temperature, a new, continuous cough, or a loss/change to your sense of smell or taste) and should be self-isolating in accordance with current PHE or DfE guidance, or have been around anyone with these symptoms, or have been contacted by NHS Test and Trace and have been told to self-isolate.
- » Reviewers must follow the school's implemented Covid-19 mitigation measures and protocols, including any sign in or induction procedures.
- » Reviewers are required to maintain 2 metres social distancing (other than desk working where a perspex screen is in place).
- » When using corridors, the wall must be on your left hand side, and only travel in single file. Try to create a distance between the person in front and behind.
- » All persons to maintain high levels of hand hygiene. Regular and thorough hand cleaning to be carried out. As a minimum, hands should be washed or sanitised by all on arrival to school, on a change of room and before leaving.
- » Maintain good respiratory hygiene by promoting the 'catch it, bin, kill it' approach. School to provide tissues and bins to facilitate this.
- » Where possible, reviewers to be deployed to avoid/reduce contact with multiple bubbles.
- » When carrying out standing observation within a classroom, it should be done from the marked 2 x 2 metres box adjacent to the room entrance.
- » Where one to one sessions are carried out with pupils or teaching staff, they should be carried out from either side of a table/desk with a perspex screen in-between. It is still necessary to maintain at least 1 metre separation.
- » When using furniture (desk/chair) within the classroom setting, reviewers to clean them with disinfectant wipe or spray, both before and after use.
- » Reviewers to wear type IIR surgical masks whilst in school premises. Donning and doffing should be in accordance with Reach South guidance.
- » If reviewers need to handle pupils work materials they should sanitise their hands before handling them. During the review of the material it is important that they do not touch their face. Once the material has been returned to the pupil, the reviewer should sanitise their hands again.

**Final Risk Scoring** (Likeliness x Severity = Risk)

L	S	R
2	5	10

**Signature:**

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# Risk Assessment



## Title: Covid-19 Physical Activity in School [NOV]

**Project:** Covid-19 NOV 20  
**Internal Ref:** 36  
**External Ref:**

c/o UTC Plymouth Park Avenue  
Devonport  
Plymouth  
PL1 4RL  
ian.carnwell@reachsouth.org |

### General Information

**Assessors Name:** Gary Musson  
**Assessment Date:** 01/11/2020  
**Next Review Date:**  
**Affected Parties:**  
» Employees » Pupils

### Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

#### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

### Notes

This risk assessment supports the need for schools to facilitate physical education, sport and physical activity, whilst still maintaining suitable controls to manage the risk posed by the Covid-19 virus. This risk assessment will also cover the physical aspect of drama and dance lessons.

This risk assessment should be read in conjunction with the 'Covid-19 Transmission by Proximity' risk assessment, and the Reach South 'Estate Management for Academies Operating From 1st September 2020' document.

This version of the risk assessment takes into account the ongoing rise in infection rates, and the latest changes to PHE and DfE guidance.

Outside playground equipment, for the sake of this risk assessment, will be treated in a similar way to sports equipment.

- #1. Transmission of Covid-19 from person to person by being in close proximity.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
4	5	<b>20</b>

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Where possible the use of outdoor spaces should be prioritised. Where this is not possible, large indoor spaces may be used.
- » Pupils to remain in bubbles whilst carrying on with physical activities.
- » Activities to be limited to non-contact activities, and distances between pupils should be maximised.
- » Good ventilation should be maintained. Where possible windows and non-fire doors to be opened.
- » Teaching staff to maintain 2 metres distance from other staff and pupils where practicable.
- » Face-shields to be worn by teaching staff going to/from lessons, and whilst the lesson is in session.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	<b>10</b>

- #2. Transmission of Covid-19 between persons and surfaces.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
4	5	<b>20</b>

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Sports surfaces and sports/play equipment to be thoroughly cleaned between use by different bubbles.
- » Before the activity, pupils to wash their hands thoroughly.
- » At the end of the activity, pupils to wash their hands thoroughly. If the pupil has been barefoot during the exercise, the feet to be cleansed before putting on socks and shoes.
- » Outside equipment may be subject to UV light and/or rain. As such the transmission risk may be reduced. Leaving the equipment 72 hours between use by different bubbles is an acceptable alternative to cleaning.

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	<b>10</b>

**Signature:**

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# Risk Assessment



Title: Covid-19 Transmission by Proximity and Touch - Music Lessons [NOV]

c/o UTC Plymouth Park  
Avenue  
Devonport  
Plymouth  
PL1 4RL

**Project:** Covid-19 NOV 20  
**Internal Ref:** 37  
**External Ref:** Music Lessons

ian.carnwell@reachsouth.org

## General Information

**Assessors Name:** Gary Musson

**Assessment Date:** 01/11/2020

**Next Review Date:**

**Affected Parties:**

» Employees » Pupils

## Risk Matrix

5. Extreme	5 (LOW)	10 (MED)	15 (MED)	20 (HIGH)	25 (HIGH)
4. Major	4 (LOW)	8 (MED)	12 (MED)	16 (MED)	20 (HIGH)
3. Minor	3 (LOW)	6 (MED)	9 (MED)	12 (MED)	15 (MED)
2. Limited	2 (LOW)	4 (LOW)	6 (MED)	8 (MED)	10 (MED)
1. Trivial	1 (LOW)	2 (LOW)	3 (LOW)	4 (LOW)	5 (LOW)
	1. Unlikely	2. Rarely	3. Occasional	4. Frequent	5. Inevitable

### RATING

<b>HIGH RISK</b>	<b>Intolerable - Do not start work</b>
<b>MED RISK</b>	<b>Tolerable - Reduce ALARP. Review annually/change.</b>
<b>LOW RISK</b>	<b>Tolerable - Monitor. Review annually/change.</b>

## Notes

This risk assessment is to be read in conjunction with the existing suite of Covid-19 risk assessments.

Whilst it is acknowledged that pupils should have access to quality music education, there may be an additional risk of infection in environments where singing, chanting, playing of wind or brass instruments takes place.

- #1. Transmission of Covid-19 virus from person to person by being in close proximity, or by hand to face contact after touching a contaminated surface.

**Pre Control Scoring** (Likelihood x Severity = Risk)

L	S	R
4	5	20

**Consequence**

Consequence may differ from person to person, severity ranging from being asymptomatic to death. Severity rating scored based on worst case outcome.

**Control Measures**

- » Music lessons should be limited to pupils within a single bubble at any one time.
- » It is essential that social distancing is maintained by pupils and staff, particularly where the lesson involves singing or playing brass or wind instruments. Where a full 2 metres cannot be maintained consider pupils being seated back to back rather than face to face.
- » Try to maintain good ventilation in the teaching space (open windows where possible).
- » Avoid the sharing of instruments and equipment during lessons.
- » Players should clean their instruments before and after use with disinfectant wipes. This should include cases and accessories.
- » Pupils to sanitise their hands at the beginning and end of the lesson.
- » Sound levels to be kept so as not requiring the teacher to shout.
- » Teaching space to be thoroughly cleaned before being used by a different bubble.
- » Teacher to wear face shield during lesson (this may be temporarily removed if needed to do so to play an instrument).

**Final Risk Scoring** (Likelihood x Severity = Risk)

L	S	R
2	5	10

**Signature:**





