

RISK ASSESSMENT FOR COLLEGE CONTINGENCY PLAN- AUTUMN TERM 2021

Location: Birkenhead Sixth Form College, CH43 8SQ	Date assessment undertaken 16/08/21	Assessment undertaken by: Paula Blakemore
Activity or situation Contingency Plan Step 4 Road Map for start of Autumn Term 2021	Review date: on-going	Signature: <i>Paula Blakemore</i>

Overview

Pursuant to Road Map Step 4, the College has a Contingency Plan in relation to its re-opening in September 2021 which complies with the DfE guidance in relation to the actions that should be taken to reduce the risk of transmission of coronavirus (COVID-19). This Contingency Plan incorporates advice from the Department of Health and Social Care (DHSC) and Public Health England (PHE).

Guidance Contingency framework: Educational settings:

<https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings/contingency-framework-education-and-childcare-settings>

The College has an Outbreak Management Plan (or Contingency Plan) outlining how it would operate if any of the measures described below were recommended . This includes how the College would ensure that every student receives the quantity and quality of education and care to which they are normally entitled. The College would revert to control measures in place prior to Step 4 if required to by Public Health. This includes a virtual timetable model and a hybrid timetable model which can be implemented immediately, if necessary.

The measures below may be advised:

- for an individual setting or a small cluster of settings only, by directors of public health as part of their responsibilities in outbreak management (in most cases a ‘cluster’ will be no more than 3 or 4 settings linked in the same outbreak), or
- for settings across areas that have been offered an enhanced response package, where settings and directors of public health decide it is appropriate.

Guidance

This risk assessment has regard to all relevant guidance and legislation including, but not limited to, the following:

- [actions for schools during the COVID-19 outbreak](#)
- [actions for FE colleges and providers during the COVID-19 outbreak](#)

Legislation and guidance

Health and Safety at Work Act etc. 1974

Management of H&S at Work Regulations 1999

Workplace (Health, Safety and Welfare) Regulations 1992

DfE Actions for schools plus associated COVID 19 Guidance

Public Health England Guidance

The Risk Assessment is a ‘living document’ that is kept under continual review with a hierarchy of controls to reduce the risk of coronavirus to the lowest reasonably practicable level.

Area of Control	Control measures	Further actions? Altered measures?	Implemented by (initials)
Collaboration with local authorities	<ul style="list-style-type: none"> • The College is committed to following government guidance on all Covid-related issues. • Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) are responsible for managing localised outbreaks. • The College liaises and responds to guidance from DPH & local PH Teams • The College has outbreak management plans in place to deal with localised outbreaks of Covid cases. 		SMT
Regular review of Risk Assessments	<ul style="list-style-type: none"> • The College has assessed the reasonably foreseeable risks of transmission of COVID 19. • The risk assessment is regularly reviewed as circumstances in College and the public health advice changes. • The College monitors whether the controls in place are effective and working as intended. 		SMT
Outbreak management plans .	<ul style="list-style-type: none"> • The College has a risk assessment in place that follows the new guidance from July 19th, as well as this contingency plan risk assessment – for reverting to control measures in place prior to Step 4 if required to by Public Health. • The College has outbreak management plans outlining how we would operate if there were an outbreak in school or local area. This includes a hybrid teaching model and a virtual teaching model. • The outbreak management plans enable the College to step measures up and down to respond to Covid numbers locally. • The College will call the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case who will escalate the issue to the local health protection team where necessary and advise if any additional action is required, such as implementing elements of the outbreak management plan. • The College will consult local Public Health Teams to contain any outbreak by following local health protection team advice below: <ul style="list-style-type: none"> ○ Wirral LA Covid helpline 0151 666 3600 email: covidschoolsupport@wirral.gov.uk 		SMT

	<ul style="list-style-type: none"> The College will follow measures recommended by the Local Authority, Director of Public Health and local PHE health protection teams (HPTs) as part of our outbreak management responsibilities. From 26th July, when The College officially closed for summer, all MDS submissions will stop. From that point, Public Health at the Local Authority will be told of any outbreaks via NHS T&T. 		
Testing programme	<ul style="list-style-type: none"> The College is committed to maintaining an on-site asymptomatic testing centre. The College is committed to supporting the use of home testing by staff, pupils and students. The College's outbreak management plans cover the possibility that the Director of Public Health may reintroduce asymptomatic testing sites (ATS) if advised and/or the College may have to advise staff and students to increase the use of home testing. 	SMT	
Face coverings policy.	<ul style="list-style-type: none"> The College is committed to following government guidance on the wearing of face coverings. The College's outbreak management plans cover the possibility that that it is advised that face coverings should temporarily be worn more widely in schools and colleges on the Wirral. This may include face coverings in communal areas and/or classrooms (for both students and staff) apart from those with exemptions. 	SMT	
Shielding	<ul style="list-style-type: none"> The College is committed to following government guidance on shielding. Shielding is currently paused it can only be reintroduced by national government in the event of a major outbreak that poses a significant risk to individuals on the shielded patient list (SPL), The College's outbreak management plan covers this possibility. All identified CEV & pregnant staff have individual risk assessments detailing the measures the College has put in place to reduce risks to these staff, including how these protective measures have been reviewed as part of an updated workplace risk assessment. clinically extremely vulnerable people. 	SMT	
Educational Visits	<ul style="list-style-type: none"> The College is committed to following government guidance on Educational Visits. 	SMT	

	<ul style="list-style-type: none"> • All visits are risk assessed and include current local restrictions. • The College will consider carefully if the educational visit is still appropriate and safe. • Only students who are attending the College will go on an educational visit. 		
Open Evenings	<ul style="list-style-type: none"> • The College is committed to following government guidance on all issues. • All such events are risk assessed and include current local restrictions. • The College will consider carefully if the event is still appropriate and safe. • If not, the College will revert to the virtual model for Open Evenings that was used in 2020-21 	SMT	
Transition or taster days.	<ul style="list-style-type: none"> • The College is committed to following government guidance on all issues. • All such events are risk assessed and include current local restrictions. • The College will consider carefully if the event is still appropriate and safe. • If not, the College will revert to the virtual model for taster and transition activity that was used in 2020-21 . 	SMT	
Parent Evenings.	<ul style="list-style-type: none"> • The College is committed to following government guidance on all issues. • The College will take into account current local restrictions and risk assess all visitors to the premises. • The College will consider carefully if face to face visits are still appropriate and safe. • If not, the College will revert to the virtual model for Parents Evenings that was used in 2020-21 	SMT	
Performances	<ul style="list-style-type: none"> • The College is committed to following government guidance on all issues. • Any live performances are risk assessed and include current local restrictions. • The College will consider carefully if the event is still appropriate and safe. • If not, the College will revert to the model adopted in 20-21 and video any productions rather than perform before an audience. 	SMT	
Attendance in Lockdown.	<ul style="list-style-type: none"> • The College is committed to following government guidance on all issues. • If attendance restrictions are needed in the event of a Lockdown, all vulnerable students, children of critical workers, students who need access to specialist equipment, and students who are taking practical assessments, 	SMT	

	<p>external exams or external assessments this academic year would still be allowed to attend.</p> <ul style="list-style-type: none">• If attendance is restricted further, vulnerable students, children of critical workers and those due to take practical assessments would still be allowed to attend.		
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