

**UPDATED RISK ASSESSMENT FOR FULL OPENING OF COLLEGE FROM 28<sup>th</sup> FEBRUARY 2022**

<b>Location:</b> Birkenhead Sixth Form College (the College)	<b>Date assessment Undertaken:</b> 24 <sup>th</sup> February 2022	<b>Assessment undertaken by:</b> Jeanne Fairbrother and Paula Blakemore
<b>Activity or situation:</b> Full Opening of the College from 28 <sup>th</sup> February 2022	<b>Review date:</b> on-going	<b>Signature:</b> <i>Paula Blakemore</i>

**Background information**

On 21 February the Prime Minister set out the next phase of the Government’s COVID19 response. COVID-19 continues to be a virus that we learn to live with and the imperative to reduce the disruption to young people’s education remains. The priority is to support the College to deliver face-to-face, high-quality education to all students. The evidence is clear that being out of education causes significant harm to educational attainment, life chances and mental and physical health.

**The College Opening**

DfE guidance for schools during the coronavirus COVID 19 pandemic is that the College is required to have a full opening risk assessment which is regularly reviewed and updated. It is treated as a ‘living document’ as the circumstances in the College and the public health advice changes. This includes having active arrangements in place to monitor whether the controls are effective and working as planned.

**Guidance**

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

- The Health Protection (Notification) Regulations 2010
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Public Health England (PHE) (2017) ‘Health protection in schools and other childcare facilities’
- DfE) ‘Schools COVID-19 operational guidance’
- DfE ‘Actions for early years and childcare settings during the coronavirus (COVID-19) outbreak’
- DfE (2021) ‘Face coverings in education’
- ‘Actions for out of school settings’

**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

<https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts>

**All staff and students are positively encouraged to get vaccinated and a Vaccination Clinic will operate at the College on 11 March 2022.**

Area of Control	Control Measures	Further actions?	Implemented by (initials)
<b>Assessment of the risks of COVID 19 transmission in College.</b>	<ul style="list-style-type: none"> <li>The College has assessed the reasonably foreseeable risks of transmission of COVID 19</li> <li>The risk assessment is regularly reviewed as circumstances in College and the public health advice changes.</li> <li>The College monitors whether the controls in place are effective.</li> </ul>		SMT
<b>Ensuring adequate outbreak management/contingency plans to allow for stepping measures up and down.</b>	<ul style="list-style-type: none"> <li>The College has a Coronavirus (COVID-19) Contingency Plan risk assessment if restrictions need to be implemented due to COVID 19 variants outbreak.</li> <li>Remote education plans are in place for students who are self-isolating or shielding.</li> <li>The College will continue to work with health protection teams in the case of a local outbreak. If there is a substantial increase in the number of positive cases in a setting or if central government offers the area an enhanced response package, a director of public health might advise the College to temporarily reintroduce some control measures.</li> <li>The College will follow measures recommended by the Local Authority, Director of Public Health and local protection teams (HPTs) as part of the outbreak management responsibilities. Wirral LA Covid helpline 0151 666 3600 Email: <a href="mailto:covidschoolsupport@wirral.gov.uk">covidschoolsupport@wirral.gov.uk</a></li> </ul>		SMT
<b>Communication</b>	<ul style="list-style-type: none"> <li>The College follows latest DfE, PHE &amp; Gov.uk, Merseyside &amp; Cheshire PH Team and LA guidance</li> <li>The latest version of this Risk Assessment is published on the website &amp; shared with unions, LA &amp; governors.</li> <li>Clear communication is sent to parents and students with a link on the College website covering all aspects of how College will function.</li> <li>Regular staff briefings are held to cover any changes to arrangements.</li> <li>The College has shared with all staff the measures in place and has involved staff &amp; the governing body in that process.</li> <li>A record is kept of all visitors and contractors that come to the College site.</li> </ul>		SMT
<b>Wellbeing - staff &amp; students</b>	<ul style="list-style-type: none"> <li>Staff are vigilant in supporting student mental health and reporting any concerns to the Student Development Team and/or the safeguarding team, as appropriate.</li> <li>The College provides opportunities for students to talk about their mental health and experiences during the pandemic and any concerns they have, with their Tutors and with the Learning Support Team.</li> <li>Students have access to pastoral support and extracurricular activities, e.g. opportunities to renew and develop friendships, such as Talking Tuesdays and Well-being Workshops.</li> <li>Parents have a direct link to their child's Tutor to raise any concerns they may have.</li> <li>The College provides opportunities for staff to talk about their mental health and experiences during the pandemic through the Human Resources function.</li> </ul>		SMT

<b>Face coverings</b>	<ul style="list-style-type: none"> <li>• Face coverings are no longer advised for students, staff and visitors in classrooms or communal areas and the wearing of face coverings is discouraged by the College.</li> <li>• Staff and students should follow wider advice on face coverings outside of the College, including on transport to and from College.</li> <li>• The College may be advised by a director of public health that face coverings should temporarily be worn in communal areas or classrooms (by students, staff and visitors, unless exempt). The College has contingency plans that cover this possibility.</li> </ul>		SMT
<b>Hygiene &amp; cleaning standards in College to reduce risk of transmission.</b>	<p><b>Hand hygiene -</b></p> <ul style="list-style-type: none"> <li>• The College will continue to ensure that staff &amp; students maintain high standards of hand hygiene.</li> <li>• Suitable facilities are provided for individuals to wash/sanitise their hands regularly</li> </ul> <p><b>Respiratory hygiene</b></p> <ul style="list-style-type: none"> <li>• The College emphasises the ‘catch it, bin it, kill it’ approach with bins &amp; tissues available.</li> </ul> <p><b>Cleaning</b></p> <ul style="list-style-type: none"> <li>• The College will maintain appropriate cleaning regimes, using standard products such as detergents with a focus on frequently touched areas.</li> <li>• Appropriate cleaning schedules are in place and include regular cleaning of areas and equipment.</li> </ul>		All staff  Cleaning Team
<b>Gatherings (Meeting events)</b>	<ul style="list-style-type: none"> <li>• The College has planned and risk assessed following the latest DfE/PHE guidance</li> <li>• Assemblies: These take place in well-ventilated areas including the Sports Hall and the Drama Studio.</li> <li>• Staff meetings: These take place in well-ventilated areas including the Sports Hall and the Drama Studio.</li> <li>• Staffrooms are well-ventilated.</li> <li>• Meetings, including with governors and parents take place in well-ventilated meeting rooms.</li> <li>• Parents Evenings will take place on Teams or in well-ventilated areas in the College.</li> <li>• Departmental meetings will take place in well-ventilated areas.</li> <li>• The College has outbreak management plans in place to reintroduce temporary measures if it becomes necessary due to local outbreaks or increases in cases at the instruction of PHE Teams.</li> </ul>		SMT  All staff.
<b>Events in College</b>	<ul style="list-style-type: none"> <li>• Extra-curricular activities will operate as normal.</li> <li>• Where necessary, the College will complete a separate risk assessment for any events held on-site following the latest DfE/PHE guidance.</li> </ul>		SMT
<b>Ventilation - ensuring all occupied spaces are well ventilated</b>	<ul style="list-style-type: none"> <li>• When the College is in operation, it is well ventilated with comfortable teaching environments.</li> <li>• Any poorly ventilated spaces have been identified and control measures put in place to improve them.</li> <li>• When holding events where visitors are on site e.g. College plays, ventilation is increased.</li> </ul>	.	SMT

	<ul style="list-style-type: none"> <li>• The College opens external windows, doors &amp; internal doors (if they are not fire doors and where safe to do so) to increase ventilation.</li> <li>• During colder weather, the need for increased ventilation while maintaining a comfortable temperature is balanced, opening higher vents, arranging seating away from draughts. (See <a href="#">HSE Balancing ventilation with keeping people warm</a>)</li> <li>• In cooler weather to reduce thermal discomfort caused by increased ventilation, students can wear additional items of clothing, including coats.</li> <li>• Purging or airing rooms as frequently as possible to improve ventilation usually when the room is unoccupied.</li> <li>• Co2 monitors are used to help identify where a space is poorly ventilated following manufacturers' instructions. College will test areas regularly.</li> <li>• All classrooms will have CO2 monitors which will be recalibrated according to manufacturer's instructions.</li> <li>• Any mechanical ventilation in the laboratories or fume cupboards is checked regularly and maintained in accordance with manufacturer's recommendations.</li> </ul>		<p>All staff</p> <p>Premises Team</p>
<b>Close contacts</b>	<ul style="list-style-type: none"> <li>• <b>From 24 February</b>, routine contact tracing will end. Contacts will no longer be required to self-isolate or advised to take daily tests.</li> <li>• The College will no longer ask fully vaccinated close contacts and those under the age of 18 to test daily for 7 days</li> <li>• Close contacts who are unvaccinated are no longer required to self-isolate.</li> <li>• Students who live with someone who has COVID-19 should continue to attend the College as normal.</li> <li>• Contacts are advised to take precautions to reduce risk to themselves and other people: <ul style="list-style-type: none"> <li>○ minimise contact with the person who has COVID-19</li> <li>○ avoid contact with anyone you know who is at <a href="#">higher risk of becoming severely unwell</a> if they are infected with COVID-19, especially those with a <a href="#">severely weakened immune system</a></li> <li>○ wear a well-fitting <a href="#">face covering</a> made with multiple layers or a surgical face mask in crowded, enclosed or poorly ventilated spaces and where you are in close contact with other people</li> <li>○ pay close attention to the <a href="#">main symptoms of COVID-19</a>. If you develop any of these symptoms, <a href="#">order a PCR test</a>. You are advised to stay at home and avoid contact with other people while you are waiting for your test result</li> <li>○ Follow this advice for 10 days after the day the person you live or stayed with symptoms started (or the day their test was taken if they did not have symptoms).</li> </ul> </li> </ul>	.	SMT
<b>Positive cases</b>	<ul style="list-style-type: none"> <li>• The College advise all students who test positive on a LF test to seek a confirmatory PCR test and to <a href="#">stay at home</a> and avoid contact with other people. After 5 days, students may take a Lateral Flow Device (LFD)</li> </ul>		SMT

	<p>followed by another the next day. If both are negative, and they do not have a temperature, they can safely return to their normal routine. If not, they need to isolate for 10 days.</p> <ul style="list-style-type: none"> <li>• Students who are isolating as they are positive should join all lessons remotely.</li> <li>• The College advise all staff who test positive on a LF test to <a href="#">stay at home</a> and contact HR.</li> <li>• Staff who are isolating should deliver lessons from home if able to.</li> <li>• In line with government guidance, those who test positive should avoid contact with anyone in an at-risk group: <ul style="list-style-type: none"> <li>○ older people</li> <li>○ those who are pregnant</li> <li>○ those who are unvaccinated</li> <li>○ people of any age who have a <a href="#">severely weakened immune system</a></li> <li>○ people of any age with <a href="#">certain long-term conditions</a></li> </ul> </li> <li>• In line with government guidance, positive cases who need to leave home while still infectious, should take the following steps to reduce the chance of passing on the infection to others: <ul style="list-style-type: none"> <li>○ wear a well-fitting <a href="#">face covering</a> made with multiple layers or a surgical face mask</li> <li>○ avoid close contact with anyone you know who is at higher risk of becoming severely unwell if they are infected with COVID-19, especially those with a <a href="#">severely weakened immune system</a></li> <li>○ avoid crowded places. If you need to take public transport, avoid busy times, for example by using off peak services</li> <li>○ avoid large social gatherings and events, or anywhere that is poorly ventilated, crowded, or enclosed</li> <li>○ limit close contact with other people outside your household as much as possible. Meet outside and try and stay at least 2 metres apart from them</li> <li>○ take any exercise outdoors in places where you will not have contact with other people</li> <li>○ be especially careful with your hand and respiratory hygiene</li> </ul> </li> </ul>		
<b>Asymptomatic testing</b>	<ul style="list-style-type: none"> <li>• Staff and students are no longer advised or required to carry out twice weekly asymptomatic testing.</li> <li>• If there's an outbreak in the College, local directors of public health might advise testing for staff, and for students, for a period of time</li> </ul>		SMT
<b>New &amp; expectant mothers</b>	<ul style="list-style-type: none"> <li>• General advice on reducing risk of COVID-19 infection applies at all gestations.</li> <li>• An individual risk assessment is carried out for pregnant staff with appropriate risk mitigation in line with the latest recommendations from DHSC, PHE &amp; RCOG.</li> </ul>		HR

	<ul style="list-style-type: none"> <li>• There is no longer a legal requirement to wear a face covering in College. College follows government guidance that suggests pregnant employees continue to wear a face covering in crowded and enclosed spaces where they may come into contact with other people they do not normally meet.</li> <li>• Pregnant workers are supported by the College with appropriate risk mitigations in line with recommendations provided by the workplace risk assessment.</li> <li>• In line with guidance pregnant employees &gt; 26 weeks may want to consider limiting close contact with people they do not normally meet with regularly.</li> <li>• The College offers support by having individual discussions around pregnant worker’s concerns, pregnant workers are involved in the risk assessment process and the College ensures they are satisfied that their continued working in the area does not put them or their baby at risk.</li> <li>• The College makes sure the controls identified by the full College opening risk assessment e.g., adequate ventilation, good hygiene and cleaning, mask wearing where identified, are applied strictly.</li> <li>• Pregnant workers who continue to come into work should consider taking lateral flow tests regularly.</li> <li>• Pregnant workers should continue working only if the risk assessment advises it is safe to do so after suitable control measures have been put in place.</li> <li>• Staff who are in the <b>below</b> categories should take a more precautionary approach: <ul style="list-style-type: none"> <li>○ partially vaccinated or unvaccinated</li> <li>○ &gt;26 weeks pregnant and beyond, or</li> <li>○ are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from coronavirus at any gestation</li> </ul> </li> <li>• The College will apply the same controls to pregnant students.</li> <li>• Pregnant staff are encouraged to get vaccinated if possible. <a href="#">_COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding</a> contains further advice on vaccination.</li> <li>• The College will respond to all changes to guidance for pregnant employee</li> </ul>		
<b>Previously shielding staff</b>	<ul style="list-style-type: none"> <li>• The College is aware that staff previously considered to be clinically extremely vulnerable (CEV) will not be advised to shield again.</li> <li>• The College will discuss any concerns that previously considered CEV employees may have.</li> <li>• Individuals previously identified as CEV are advised to continue to follow the guidance for <a href="#">people previously considered CEV</a></li> <li>• Employees who have received personal advice from their specialist or clinician on additional precautions to take should continue to follow that advice and advise the College.</li> </ul>		HR
<b>Previously shielding students</b>	<ul style="list-style-type: none"> <li>• The College is aware that students previously considered to be clinically extremely vulnerable (CEV) will not be advised to shield again and should follow the same <a href="#">COVID-19 guidance</a> as the rest of the population.</li> </ul>		Learning Support Team

	<ul style="list-style-type: none"> <li>Students who have received personal advice from their specialist or clinician on additional precautions to take should continue to follow that advice and discuss with the College/</li> </ul>		
<b>Contractors</b>	<ul style="list-style-type: none"> <li>The College has made all key contractors aware of the it's control measures and ways of working in the electronic signing in information.</li> <li>The College requests risk assessments from contractors working in College and supervises work on site</li> </ul>		SMT
<b>Transport</b>	<ul style="list-style-type: none"> <li>Staff and students follow wider advice on face coverings outside of school, including on transport to and from school</li> </ul>		SMT
<b>Educational visits</b>	<ul style="list-style-type: none"> <li>A full and thorough risk assessments in relation to all educational visits is carried out to ensure that any public health advice, or in-country advice of the international destination, especially in relation to vaccinations</li> <li>Contact <b>Evolve for further assistance.</b> <a href="mailto:lotc@edsential.co.uk">lotc@edsential.co.uk</a> or tel 0151 541 2170 Ex 4</li> </ul>		Student Engagement Officer
<b>Extracurricular activities</b>	<ul style="list-style-type: none"> <li>The College ensures that parents' and carers' most up-to-date contact details are kept in case of an emergency.</li> </ul>		CIS
<b>Curriculum - Music, drama, science &amp; DT, and sporting activities</b>	<p><b>Music</b></p> <ul style="list-style-type: none"> <li>The College &amp; staff are aware that there is evidence to suggest that singing increases the risk of coronavirus transmission due to the cumulative aerosol transmission and the relevant protective measures are in place.</li> </ul> <p><b>Dance &amp; Drama</b></p> <ul style="list-style-type: none"> <li>The College ensures the relevant protective measures are in place.</li> </ul> <p><b>Sports</b></p> <ul style="list-style-type: none"> <li>There are no set restrictions on how many people can take part in sport and physical activity, indoors and outdoors.</li> <li>All forms of activities can take place without set restrictions.</li> <li>The College will refer to national governing bodies' (NGBs) guidance where relevant.</li> <li>All sports facilities can open, including ancillary facilities. There are no indoor capacity limits, however venues may put in place some guidance or measures to manage their facility.</li> <li>Organised sport participation events such as races, rides and organised walks can take place outdoors with no capacity caps for participants or spectators.</li> </ul> <p><b>Science</b></p> <ul style="list-style-type: none"> <li>Follows latest guidance from CLEAPSS in addition to system of controls in College <a href="http://www.cleapss.org.uk">www.cleapss.org.uk</a></li> </ul>		SMT