

Risk Assessment : Building open during Covid19 Pandemic

Assessment Date:

Academy/Establishment: Park Campus Academy SE27 9NP

Activity: Education

Completed by:

Date Reviewed: Weekly

No of Pupils: No of Staff

Reviewed by: PLT Health & Safety Executive Lead

Person in charge of the activity

Hazard <i>List significant hazards which may result in serious harm or affect several people.</i>	Who may be affected	Control Measures <i>List existing controls or note where the information may be found. (e.g. Information, instruction, training, systems or procedures)</i>	Any Further Action <i>List the risks which are not adequately controlled and proposed action where it is reasonably practicable to do more.</i>
Pupils and staff contracting Covid19 .	All	<ul style="list-style-type: none"> Everyone on site to wash/sanitise hands thoroughly on arrival and during the day 1m+ distance rule to be observed at all times (inc lunchtime) <p>Pupils + 2 x staff members in classrooms stay 1 metre + apart.</p>	<ul style="list-style-type: none"> Site Supervisor to ensure there is enough soap daily 2m measured out and demarcated on the floors in classrooms & communal areas Student bags to be kept in student entrance cupboard Use larger classrooms where necessary. 2M marked out on floors for pupil desks & staff.

- All to follow the 'catch, bin, kill' guidelines when coughing and sneezing.
 - Office –based staff to remain working in the office and to have limited contact with the pupils/staff – unless there is an emergency
 - Classroom B to be used for cases of illness-SLT informed of any illnesses
- Site Supervisor to ensure there are enough tissues in rooms –daily.
 - Lidded bins available for all classrooms & office spaces
 - Face shields/coverings may be worn if working face to face with pupils. Face masks must be worn in all communal areas such as corridors.
 - Thermometer used for temperature checking on arrival for students, staff & visitors.
 - Covid 'grab bag' (kept in medical room) to be used when treating/caring for unwell person (i.e. face shield,gloves)

		<ul style="list-style-type: none"> • Visitors to site to be minimised • General 	<ul style="list-style-type: none"> • Parents/families to be contacted to collect ill person –pupil or staff. • Separate toilets to be used if needed. • All visitors to follow hygiene and social distancing guidelines • Stock levels of soap/hand sanitiser /tissues to be maintained • Use of PPE – masks/shields and gloves as directed by PLT • Clean tables every lesson with disinfectant spray & daily by cleaners • Door handles to be Cleaned every day with Sanitiser by cleaners & throughout the day by Site staff • Electrostatic deep cleans
--	--	---	---

<p>Potential infection transfer due to family member with symptoms. (unconfirmed)</p>	<p>All pupils and staff.</p>	<p>Disinfection of any areas/rooms visited by pupil affected as soon as notified and during school day.</p> <p>The total disinfection of rooms includes all desks and legs, chairs and legs, window boards, door handles, light switches, flat surfaces and walls.</p> <p>Pupil to sent home at first opportunity and is required to be tested for Covid-19 if displaying symptoms. Pupil to stay at home for 10 days.</p>	<p>termly.</p> <ul style="list-style-type: none"> • Cleaning staff to completely disinfect room for a second time at the end of school day.
<p>Staff member and Pupil contracting Covid-19</p>	<p>All</p>	<p>All Pupils, staff including Cleaners and Catering staff to perform weekly covid testing. Sciene Lab set up for staff testing.</p>	<ul style="list-style-type: none"> • A negative test result must be obtained before staff and pupils are invited onto the premises. • Results spreadsheet for staff & pupils on slt shared area > Covid19 test results> staff/students • Student Risk Assessment updated accordingly each week by LA's.

What is your review procedure? Weekly