

Risk Assessment Coronavirus



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Approved by	Executive Team
Contact	Health & Safety Consultant, Estates
Review frequency	Weekly

RISK ASSESSMENT CORONAVIRUS

Introduction

This risk assessment takes into consideration the know risks arising from COVID-19 and best practice advice and guidance on managing those risks specifically within workplaces and educational establishments. These have been collated from guidance issued by the Government through the Department for Education, the Health and Safety Executive, the AoC and trades unions within the following publications:

- Department for Education publication “Further education COVID-19 operational guidance dated 24th February 2022
- Government guidance “COVID-19: people with COVID-19 and their contacts” dated 24th February 2022
- Public Health publication “Guidance for people previously considered clinically extremely vulnerable from COVID-19 dated 25th February 2022
- Public Health publication “COVID-19: cleaning on non-healthcare settings outside the home” dated 19th July 2021
- Department for Transport publication “COVID-19: Safer travel guidance for passengers” dated 25th February 2022
- HSE publication “Ventilation and air conditioning during the COVID-19 pandemic last reviewed 1st February 2022
- Joint Government, HSE, Royal College of Obstetricians and Gynaecologists and the Royal College of Midwives publication “COVID-19 advice for pregnant employees” dated 14th February 2022
- NHS Guidance “What to do if you have coronavirus (COVID-19) or symptoms of COVID-19 dated 1st April 2022
- Letter from the Director of Public Health, Waltham Forest Council dated 1st April 2022

Government websites are monitored daily for new or revised guidance on the risks and controls which should be put into place to mitigate risks.

Area or Activity Assessed	COVID-19	Original Assessment Date	24.08.2020
		Last Reviewed	04.04.2022
Assessment Completed By	Nicholas Brick	Persons At Risk	Staff/ Students / Visitors/Contractors
Risk Rating	The level of risk is regarded as tolerable with the controls implemented		

No.	HAZARD	WHO MIGHT BE HARMED	IMPLEMENTED CONTROLS	RISK RATING WITH CONTROLS IN PLACE	ADDITIONAL ACTIONS REQUIRED (IF ANY)
1.	Attending college following a positive COVID-19 Test or attending whilst having COVID-19 symptoms	Staff and students	<ul style="list-style-type: none"> • Any adult student (aged 18 or over), member of staff or contractor with a positive test result must not attend college for 5 days. Students under 18 should not attend for 3 days. Note that the 5 and 3 days start the day after the date of the test. • Anybody who has COVID-19 symptoms, and a high temperature or does not feel well enough to attend college should only return to college once they feel well enough to do so and no longer have a high temperature 	Low	None
2.	Travel to and from College	Staff and Students	<ul style="list-style-type: none"> • Walking or cycling to and from College is encouraged • Staff and students reminded of the Department for Transport guidance “COVID-19: safer travel guidance for passengers” and links into local council websites to plan routes to and from work 	Low	None
3.	Spreading or getting coronavirus by not washing hands or not washing them adequately	Staff Students Visitors Contractors	<ul style="list-style-type: none"> • Posters displayed to remind of the need to wash/sanitise hands more frequently • Sanitiser stations at entrance and exit points • Sanitiser stations throughout the College • Sanitiser stations include guidance on how to sanitise hands • Sanitiser provided in each classroom/learning area and office • Hot and cold running water and soap in each toilet 	Low	None
4.	Spreading or getting coronavirus in common use areas (canteens, corridors, offices, classrooms, entrance/exit points and lifts)	Staff Students Visitors Contractors	<ul style="list-style-type: none"> • Tissues and bins provided to encourage “Catch it, Bin it, Kill it” • Hand sanitiser, sanitising spray and disposable paper towel provided in teaching areas and offices • The first aid room in 351 will double as the Coronavirus isolation room and arrangements remain in place for managing and supporting anybody who develops symptoms in College • Rooms and corridors ventilated as much as possible • Staff and students are encouraged to be vaccinated against COVID-19 	Low	None
5.	Mental health and wellbeing affected	Staff Students	<ul style="list-style-type: none"> • Regular communications with staff by the Principal, H.R and managers to inform on the current situation and points of referral for concerns. 	Low	None

	through anxiety about coronavirus		<ul style="list-style-type: none"> • Availability of H.R. staff to discuss concerns • Counselling services through the employee assistance programme • Dedicated e-mail address for staff to raise coronavirus concerns if they are unable to contact their line manager • Scheduled meetings with trade union representatives to support effective two-way communication on coronavirus concerns or arrangements • Personal workplace risk assessment arrangements for staff as necessary • Regular contact with students by teaching staff and support available through the Be Safe team etc. • All staff made aware of COVID-19 control measures through the Principal's Update and the Return to Work Arrangements • Students will be informed of coronavirus control measures in place at their induction to help address any concerns or anxieties 		
6.	Staff and students formerly considered to be clinically extremely vulnerable	Staff	<ul style="list-style-type: none"> • People previously considered to be high risk are not advised to shield again but are advised to follow the guidance contained in "COVID 19: Guidance for people whose immune system means they are at higher risk." 	Low	None
7.	Pregnant staff and students	Staff	<ul style="list-style-type: none"> • Pregnant staff and students should follow the general guidance and controls measures. • Individual risk assessments will be undertaken for all pregnant staff and students • Guidance from the Government, HSE, Royal College of Obstetricians and Gynaecologists and the Royal College of Midwives strongly recommends COVID-19 vaccinations during pregnancy 	Low	None
8.	First Aid	Staff	<ul style="list-style-type: none"> • First Aiders provided with appropriate PPE/RPE (fluid repellent surgical mask, disposable gloves, eye protection and apron or other covering). Appropriate hygiene controls followed. 	Low	None
9.	Educational Visits	Staff and Students	<ul style="list-style-type: none"> • Educational visits including residentials are permitted but are risk assessed to ensure COVID-19 control measures are in place as necessary 	Low	None
10.	Inadequate controls or localised outbreak	Staff and students	<ul style="list-style-type: none"> • Inspections made of all learning environments and offices to ensure adequate supplies of hand sanitiser, sanitising wipes or 	Low	None

			spray and disposable paper towel and tissues are readily available <ul style="list-style-type: none"> • Inspections made of all sanitising stations to ensure they dispense sanitising gel • Additional presence of managers to monitor and support compliance with controls • Risk assessment reviewed weekly • Outbreak management plan produced 		
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Health and Safety Risk Matrix

Risk Level Guidance

		1 SEVERITY			
		Slightly harmful / minor injury or illness	Harmful injury or illness incurring time loss for subject/s	Serious injury or illness	Life threatening or fatal injury or illness
Probability 2	Unlikely	Low	Low	Low	Med
	Likely	Low	Med	Med	High
	Highly Possible	Med	Med	High	High
	Certain	Med	High	High	High