

# Combination Risk Assessment for Complex Hazards



(To be used for activities such as; work at height, hot work, work with asbestos, work with machinery, etc.)

Activity / Task / Location: Covid-19 Risk Assessment – All Educational settings v13	Approved By: [Redacted] Signature of Headteacher and Date 20.05.22
Developed by: [Redacted]	Date: 12/05/2020
Reviewed by: [Redacted]	Date: 06/05/2022

## Likelihood

		Likelihood		
		Unlikely	Possible	Very Likely
C o n s e q u e n c e	1	1	2	3
	3	3	6	9
	2	2	4	6
	1	1	2	3
	Major <i>Eg. Kill or Permanently Maim Long term Injury or Illness</i>			
	Moderate <i>Eg. Medical Attention with seven days off work</i>			
	Minor <i>Eg. First Aid Needed</i>			

### Summary of Requirements

<b>Personal Protective Equipment</b>	For managing people with Covid-19 symptoms: Disposable clinical masks to type IIR, Goggles, or wrap around safety glasses that are splash resistant.
<b>Training</b>	All employees: 1. Briefing on local safety arrangements, protocols and working practices.

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	2. Briefing on how to manage pupil symptomatic cases
<b>Equipment</b>	CO <sub>2</sub> monitor/s, where provided
<b>Relevant Legislation etc.</b>	Health and Safety at Work etc. Act 1974 The Management of Health and Safety at Work Legislation 1999 The Control of Substances Hazardous to Health Regulations 2002 The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 Public Health (Control of Disease) Act 1984
<b>Contingency</b>	Schools are to have in place an emergency plan that includes the management of public health incidents. Guidance can be found at: <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1068459/Emergency_planning_and_response_for_education_childcare_and_children_s_social_care_settings.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1068459/Emergency_planning_and_response_for_education_childcare_and_children_s_social_care_settings.pdf</a>
<b>Review period/date</b>	Headteachers to review on local matters after receipt and as required. Headteachers will be responsible for arranging future reviews of this risk assessment, unless further Government Covid-19 restrictions are implemented. Reviews are to be completed at least annually. To be reviewed as a result of change to Government guidance or legislation

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Hazard Identification			Control		Risk
What are the steps of the activity / items of equipment	What are the potential hazards	Score	What methods will be used to reduce the likelihood and/or the consequence of an illness or injury from those hazards	What hazard remains	Residual Score
General site management (all areas)	Harm to all occupants from direct and indirect contact with Covid-19	4	<p><b>Vaccination</b>  <b>All TKAT employees and eligible pupils, unless for medical reasons determined by a clinician, are advised and encouraged to take up the offer of COVID vaccinations.</b></p> <p>For further information on getting vaccinated go to:  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/">https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/</a></p> <p><b>The risks in this document have been assessed on the basis of employees and eligible pupils taking up the offer of COVID vaccinations.</b></p> <p>When dealing with symptomatic pupils appropriate PPE should be used if close contact is necessary.</p> <p><b>Reducing the spread of Covid-19 infection</b></p> <p>Anyone who is feeling unwell and has a high temperature, or otherwise is showing clear symptoms of Covid-19 should go home.</p>		3

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			<p>The school must have a procedure in place for safely managing children who are showing symptoms of a respiratory illness whilst they are waiting to go home.</p> <p>Adults with the symptoms of a respiratory infection, and who have a high temperature or feel unwell, should try to stay at home and avoid contact with other people until they feel well enough to resume normal activities and they no longer have a high temperature.</p> <p>Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people. They can go back to school, college or childcare when they no longer have a high temperature, and they are well enough to attend.</p> <p>Adults with a positive Covid-19 test result should try to stay at home and avoid contact with other people for 5 days, which is when they are most infectious.</p> <p>For children and young people aged 18 and under, the advice is to stay at home and avoid contact with other people for 3 days.</p> <p>If a parent or carer insists on a child with symptoms attending your setting, where they have a confirmed or suspected case of an infectious illness, you can take the decision to refuse the child if, in your reasonable judgement, it is necessary to protect other children and staff from possible infection. Any such decision would need to be carefully considered by the Headteacher in light of all the circumstances and the current public health advice. Headteachers are to liaise with their Director of Education prior to implementing such action.</p> <p>Further information can be found at:</p>		
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			<p><a href="https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities/chapter-2-infection-prevention-and-control">https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities/chapter-2-infection-prevention-and-control</a></p> <p><b>Let fresh air in if meeting, or being together with, others indoors.</b></p> <p>The amount of respiratory virus in the air can build up in poorly ventilated areas. This increases the risk of spreading COVID-19 and other respiratory infections, especially if there are lots of infected people present. The virus can also remain in the air after an infected person has left.</p> <p>CIBSE COVID-19 advice at; <a href="https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown#1">https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown#1</a></p> <p>You should balance the need for increased ventilation while maintaining a comfortable temperature.</p> <p><b>Practice good hygiene:</b></p> <p><b>Cover your nose and mouth when you cough and sneeze</b></p> <p>Coughing and sneezing increases the number of particles released by a person, the distance the particles travel and the time they stay in the air. If an infected person coughs or sneezes without covering their nose and mouth, it will significantly increase the risk of infecting others around them. By covering your nose and mouth, you will reduce the spread of particles carrying the virus.</p> <p>Cover your mouth and nose with disposable tissues when you cough or sneeze. Put used tissues in a bin and immediately wash your hands or use hand sanitiser. If</p>		
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			<p>you do not have a tissue, cough or sneeze into the crook of your elbow, not into your hand.</p> <p><b>Wash or sanitise your hands</b></p> <p>Hands touch many surfaces and can become contaminated with viruses and other germs. Once contaminated, hands can transfer these to your eyes, nose or mouth. From there, the germs can enter your body and infect you.</p> <p>Washing or sanitising your hands removes viruses and other germs, so you are less likely to become infected if you touch your face. Using soap and water is the most effective way to clean your hands, especially if they are visibly dirty. Hand sanitiser can be used when soap and water are not available. You should do this regularly throughout the day.</p> <p>In addition, wash your hands:</p> <ul style="list-style-type: none"><li>● after coughing, sneezing and blowing your nose</li><li>● before you eat or handle food</li><li>● after coming into contact with surfaces touched by many others, such as handrails, and shared areas such as kitchens and bathrooms</li></ul> <p><b>Clean your surroundings</b></p> <p>Surfaces and belongings can be contaminated with COVID-19 and other germs when people who are infected touch them or cough, talk or breathe over them. Cleaning surfaces will reduce the risk of catching or spreading infections.</p> <p>Clean surfaces at work often. Pay particular attention to surfaces that are touched frequently, such as handles, light switches, work surfaces and electronic devices.</p>		
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			<p><b>Face coverings</b> Those attending education or childcare settings will not normally be expected to wear a face covering. Face coverings for children under the age of 3 are not recommended for safety reasons.</p> <p>When dealing with symptomatic pupils appropriate PPE should be used if close contact is necessary.</p> <p>Nobody should be prevented from wearing a face covering should they choose to.</p> <p><b>Resources</b></p> <p>The school is to provide appropriate anti bacterial/viral wipes and hand sanitiser in all occupied offices, classrooms and work areas.</p> <p>The school is to ensure that appropriate measures are in place to safely dispense/control the use of anti bacterial/viral wipes and hand sanitiser.</p> <p>Bins are to be emptied throughout the day.</p> <p>CO<sub>2</sub> monitor/s are to be used as per the guidance previously provided.</p> <p><b>Overseas Travel</b> All children and staff travelling to England must adhere to government travel advice in travel to England from another country at: <a href="https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19">https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19</a></p>		
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			<p>All children and staff travelling abroad as part of a school organised visit must adhere to government travel advice abroad at:  <a href="https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19">https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19</a></p> <p>All employees must be provided with instruction on what to do if a pupil is showing, or experiencing, COVID-19 symptoms.</p> <p>Teacher training students on placements in the school are to be considered the same as staff and are subject to this risk assessment.</p>		
<p><b>Being in the school environment with other people</b></p>	<p><b>Harm to staff and others from direct and indirect contact with Covid-19</b></p>	<p><b>6</b></p>	<p>Most people who were previously identified as CEV will now be well protected provided they have received their primary and booster vaccination doses.</p> <p><b>If they are not fully vaccinated and are able to receive a vaccine they are strongly encouraged to do so.</b></p> <p>Most people who were CEV are no longer at substantially greater risk than the general population, and they are advised to follow the same guidance as everyone else on staying safe and preventing the spread of coronavirus (COVID-19), as well as any further advice they may have received from their doctor.</p> <p>There is no longer separate guidance for people previously identified as CEV, although it is recommended that anyone with underlying health conditions takes care to avoid routine coughs, colds and other respiratory viruses.</p> <p><b>People who remain at higher risk of serious illness from COVID-19</b></p>		<p><b>4</b></p>



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			<p>There remains a smaller number of people who, in spite of vaccination, are at higher risk of serious illness from COVID-19. This is due to a weakened immune system (immunosuppressed) or specific other medical conditions and requires enhanced protections such as those offered by antibody and antiviral treatments, additional vaccinations and potentially other non-clinical interventions. Such individuals should follow “COVID-19: guidance for people whose immune system means they are at higher risk”, at: <a href="https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk">https://www.gov.uk/government/publications/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk/covid-19-guidance-for-people-whose-immune-system-means-they-are-at-higher-risk</a></p> <p>An individual risk assessment is to be completed by the school in relation to anyone in this situation. Schools are to look to determine what arrangements they can make to reduce the risk to such individuals. It may be that they are entitled to a Reasonable Adjustment under the Equality Act 2010.</p> <p><b>Pregnancy</b> Pregnant women are strongly advised to get vaccinated.</p> <p>If you are pregnant and you develop symptoms of COVID-19, it is important that you contact your GP, midwife or maternity team, or 111.</p> <p>Guidance for pregnancy and COVID-19 can be found on the NHS website. The Royal College of Obstetricians and Gynaecologists (RCOG) also has a range of information on COVID-19 in pregnancy and vaccination.</p> <p>A pregnancy risk assessment should already consider any risks to new and expectant mothers. Any additional risks</p>		
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			<p>due to Covid-19 should be included in that risk assessment.</p> <p>Secondary settings should also consider the needs of pregnant pupils.</p> <p><b>RIDDOR</b></p> <p>A school should only make a report under RIDDOR when one of the following circumstances applies:</p> <ul style="list-style-type: none"> <li>• a person at work (a worker) has been diagnosed as having COVID-19 <b>attributed to an occupational exposure to coronavirus</b> through either deliberately working with the virus or being incidentally exposed to it. This must be reported as a case of disease due to exposure to a biological agent</li> <li>• a worker dies <b>as a result of occupational exposure to coronavirus</b> through either deliberately working with the virus or being incidentally exposed to it. This must be reported as a work-related death due to exposure to a biological agent</li> </ul> <p>If it is not possible to establish that the infection is due to an occupational exposure, then it is not RIDDOR reportable.</p> <p>Before making a report further guidance should be consulted at:  <a href="https://www.hse.gov.uk/riddor/coronavirus/index.htm#:~:text=You%20should%20only%20make%20a,reported%20as%20a%20dangerous%20occurrence">https://www.hse.gov.uk/riddor/coronavirus/index.htm#:~:text=You%20should%20only%20make%20a,reported%20as%20a%20dangerous%20occurrence</a></p>		
<p><b>Other operational events</b></p>	<p><b>Harm to staff from direct and indirect contact with Covid-19</b></p>	<p><b>4</b></p>	<p><b>Educational Visits</b></p> <p>Educational visits should be subject to risk assessments as normal and reflect any public health advice or in-country advice of the international destination.</p>		<p><b>3</b></p>

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			<p>General guidance on educational visits is available at; <a href="https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits">https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits</a> and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP): <a href="https://oeapng.info/">https://oeapng.info/</a></p> <p>For international educational visits, you should refer to the Foreign, Commonwealth and Development Office travel advice at; <a href="https://www.gov.uk/foreign-travel-advice">https://www.gov.uk/foreign-travel-advice</a> and the guidance on international travel before booking and travelling to make sure that the school group meets any entry and in country requirements especially in relation to vaccinations.</p> <p>You are advised to ensure that all bookings have adequate financial protection in place. You should speak to either your visit provider, and/or Zurich Municipal to assess the protection available.</p>		
<b>Hand washing/cleaning</b>	<b>Harm to children from the effects of frequent hand washing, or the frequent use of hand sanitiser</b>	<b>4</b>	<p>Frequent hand washing, or the frequent use of hand sanitiser can cause dermatitis in children, particularly as their skin can be more sensitive than an adults. Schools must ensure that, as a mitigating measure, they are able to provide an appropriate hand moisturiser that can be used where a child is experiencing unusually dry hands, in order to prevent the onset of dermatitis from repeated hand washing and/or repeated use of hand sanitiser. Parental consent should be obtained prior to use.</p>		<b>2</b>
	<b>Harm to employees from the effects of</b>	<b>4</b>	<p>Frequent hand washing, or the frequent use of hand sanitiser can cause occupational dermatitis. Occupational dermatitis is a RIDDOR reportable</p>		<b>2</b>

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	frequent hand washing, or the frequent use of hand sanitiser		occupational disease. Schools must ensure that, as a mitigating measure, they are able to provide an appropriate hand moisturiser that can be used where an employee is experiencing unusually dry hands, in order to prevent the onset of occupational dermatitis from repeated hand washing and/or repeated use of hand sanitiser.		
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## Risk Control

Risk control is a method of managing the risk with the primary emphasis on controlling the hazards at source. For a risk that is assessed as “high”, steps should be taken immediately to minimize risk of injury. The method of ensuring that risks are controlled effectively is by using the “hierarchy of controls”. The Hierarchy of Controls are:

Order No.	Control	Example
Firstly	Eliminate	Removing the hazard, eg taking a hazardous piece of equipment out of service.
Secondly	Substitute	Replacing a hazardous substance or process with a less hazardous one, eg substituting a hazardous substance with a non-hazardous substance.
Thirdly	Isolation	Isolating the hazard from the person at risk, eg using a guard or barrier.
Fourthly	Engineering	Redesign a process or piece of equipment to make it less hazardous.
Fifthly	Administrative	Adopting safe work practices or providing appropriate training, instruction or information.
Sixthly	Personal Protective Equipment	The use of personal protective equipment could include using gloves, glasses, earmuffs, aprons, safety footwear, dust masks. <b>NOTE: This is a last resort control and should be for interim periods only, while higher level control is developed or implemented.</b>