



St Alban's Catholic High School

Health and Safety Risk Assessment



Date of Assessment	Latest update 01/09/2021	Assessed by	Nick Berry – Assistant Headteacher
		Others involved with this assessment	Richard Denny – Site Manager/H&S Team Jenny Heale – Science Technician/H&S Team Phil Dance – Governor Craig Tournay-Godfrey – Former staff member
Those at risk	<ul style="list-style-type: none"> • Students • Staff • Contractors and essential visitors • Family groups 	Overall risk	<ul style="list-style-type: none"> • Catching or spreading the COVID-19 virus

Risk Classification:

Low	2m social distancing and reduced contact with touchpoints
Medium	Intermittent close contact
High	Prolonged close contact and potential touchpoints

Risk Assessment update – September 2021

For September 2021 we will continue to follow the same risk assessment protocols as for September 2020 including subsequent updates, except that students will no longer be kept in their year group bubbles. Items that are no longer relevant have been removed. This will be reviewed regularly and any changes will be communicated with staff, students and parents/carers a week in advance.

TASK	HAZARDS TO YOU	CURRENT RISK RATING	CONTROL/MITIGATION MEASURES	POTENTIAL RATING
Start of Autumn term 2021	Students may be uncertain of the current procedures due to the summer break	Medium	Students will be shown a PowerPoint with reminders and updates in the form time on their first full day.	Low
	A student or member of staff returns to school carrying the virus	High	All students will be offered two lateral flow tests at the start of term, as requested by the UK Government. The first will be before their full day of return, the second in the first full week of term. At the second test, students will be provided with a home test kit. Staff will be asked to continue to test at home twice a week.	Low
	A student or member of staff receives a positive lateral flow test result.	High	Parents/Carers will receive a letter detailing the new government protocols for self-isolation and contact tracing run through NHS Test and Trace.	Low
	Face Coverings are no longer required by law	Medium	Staff and students will be requested to continue to wear face coverings while moving around the school indoors, unless exempt. Face coverings will not be required when seated in classrooms or in other areas such as assembly hall or canteen but staff and students may wear them if they wish. Staff will be advised to wear a face covering if moving around inside a classroom.	Low
	Potential transmission of the virus in indoor areas and queues and on surfaces	Medium	One way systems in corridors and staircases will continue to be used. Phase 4 timings for the school day will continue, to ease crowding in corridors and to provide time for tables to be sanitised during lesson breaks and when queuing for food at the Canteen of the Pod. Staff will continue to be asked to keep their rooms well ventilated.	Low

Risk Assessment for full re-opening in September 2020 (including updates)

TASK	HAZARDS TO YOU	CURRENT RISK RATING	CONTROL/MITIGATION MEASURES	POTENTIAL RATING
UK Government - System of controls				
Minimise contact with individuals who are unwell	A member of staff or student comes into school with COVID-19 symptoms	High	See update above regarding new protocols for contact tracing and self-isolation	Low
Clean hands thoroughly more often than usual	Coronavirus transferred to or from touchpoint or another person due to poor hand hygiene.	Medium	Hand gel dispensers in all main entrances and in all classrooms. Posters in entrances and toilet areas. Student and staff will be reminded of this regularly and will be included in training/integration sessions at start of term.	Low
Ensure good respiratory hygiene	Poor respiratory hygiene leading to coronavirus germs in the air or on surfaces	Medium	'Catch it, bin it, kill it' posters in main entrances. Student and staff will be reminded of this regularly and will be included in training/integration sessions at start of term.	Low
Introduce enhanced cleaning	Coronavirus germs on touchpoints and surfaces	Medium	All desks to be cleaned at end of each lesson where the room is used. Touchpoints and toilets to be cleaned at the end of each day.	Low
Minimise contact between individuals and maintain social distancing wherever possible – see section below				
Face Coverings	Staff and students moving outside classrooms may find social distancing difficult	Medium	Students will be asked, unless exempt, to wear a face covering: <ul style="list-style-type: none"> On school or public transport When moving in corridors When going to the toilet When buying food in school Face coverings for students are no longer required in classrooms or communal areas such as the canteen or assembly hall.	Low
Engage with the NHS Test and Trace process	A member of staff or student shows COVID-19 symptoms while in school	High	See section below in original RA Follow PHE guidelines (details here) Testing guidance here	Low

Manage confirmed cases of coronavirus	A member of staff or student receives a positive results from a laboratory PCR conformation test	High	A letter has been sent home and is available on the school website will the steps that will be taken by NHS Test and Trace	Low
Contain any outbreak	If two or more confirmed cases within 14 days	High	Support and advice will be provided by local Health Protection Team.	Medium
Other controls				
Staff / student safety	New variant poses greater risk of transmission among students and staff	Medium	<p>Face coverings should be worn at all times when staff and students are moving around the school indoors, unless exempt. From 17 May 2021 this no longer includes classrooms or communal areas such as the hall.</p> <p>All students and staff will be provided with LFT home testing kits and will be asked to take a test twice a week until this is no longer required by the UK government. Any positive tests must be reported to the school and a PCR test booked locally.</p> <p>Students and staff who have been in close contact with someone who has tested positive must stay at home and follow national guidelines.</p>	Low
	Teaching assistants, who work closely with SEND students may find it hard to fulfil 2m distancing	Medium	Staff and students in this situation must wear face coverings at all times while the student is being supported. Staff should aim to remain at least 1m from the student and, where this is not possible, for the time in closer contact to be minimised.	Low
	Students may not remember timings and procedures	Medium	Students will be reminded at the start of term in form time of one way corridors and stairs and other COVID related protocols.	Low
	Design of classroom increases risk of Coronavirus transmission.	Medium	<p>Classrooms have been re-organised into rows so all students face forward.</p> <p>Safe access to teacher's desk has been organised. Classrooms must not be reorganised by members of staff until it is decided by the Health and Safety Team and SLT that it is safe to do so.</p> <p>Staff should continue to distance from students where possible when teaching and are encouraged to wear masks in</p>	Low

			<p>classrooms when moving about the room.</p> <p>Where possible exercise books, textbooks and worksheets should be put out before students arrive. Where this is not possible staff, wearing face coverings, should hand the items out to the end of each row.</p> <p>Windows and doors should be kept open to provide a supply of fresh air (see below). Students may wear coats when it is cold.</p> <p>A full audit of all rooms in the school has been completed to ensure all workspaces are compliant with social distancing for teaching and support staff.</p>	
	Movement around the school could increase the chance of spreading infection.	Medium	This risk will be mitigated by use of face coverings when moving around the school indoors and by one way systems for some stairs and corridors.	Low
	Risk of using subject specific equipment out of the normal context	High	Where a practical subject is taught out of its normal context, equipment will only be used where it is safe to do so. In this case a separate risk assessment will be organised.	Low
Use of classrooms	Under Phase 4 all staff will return to their department base and students will move to lessons as in previous years. This comes with a higher risk of infection by touchpoints and surfaces in classrooms.	High	Staff will be instructed on protocols for cleaning tables and equipment between each lesson where a new class is using the room. It will be the responsibility of the class teacher to ensure that appropriate cleaning takes place. Tables can be cleaned by students where appropriate.	Low
Ventilation and air conditioning	Coronavirus germs remain in the air due to poor ventilation or recycled air	Medium	Windows will be kept open during the school day to provide fresh air supply. Air conditioners should only be used where fresh air is used. If air conditioners recycle air for cooling they should be switched off. Students and staff will be asked to have sufficient warm clothing available for cold days.	Low
Physical Activity	Extra risk from use of sports equipment and contact sports	Medium	Any sports equipment used will be cleaned daily.	Low

Behaviour	A potential increase in behaviour issues due to the changes in provision and other possible issues due to the ongoing pandemic	Medium	An addendum to the behaviour policy has been written and will be reviewed once the new systems are embedded. This policy will be strictly adhered to, especially with regard to COVID-19 risk.	Low
Pastoral/ Welfare	Possible increase in disclosures and mental health related issues	Medium	There may be a need, at least in the short term, for redeployment of staff to deal with an increase in such matters. There will also be time for reflection and support during form time each day.	Low
Fire evacuation and drills	Students will not remember the procedures and will not follow them effectively	Medium	All students will have training and a “walk-through” on their first day back in school in September.	Low