



# St Alban's Catholic High School

## Health and Safety Risk Assessment

### September Re-Opening



<b>Date of Assessment</b>	<b>Latest update</b> 12/05/2021	<b>Assessed by</b>	Nick Berry – Assistant Headteacher Craig Tournay-Godfrey – Staff member/NEU rep
		<b>Others involved with this assessment</b>	Richard Denny – Site Manager Phil Dance – Governor
<b>Those at risk</b>	<ul style="list-style-type: none"> <li>• Students</li> <li>• Staff</li> <li>• Contractors and essential visitors</li> <li>• Family groups</li> </ul>	<b>Overall risk</b>	<ul style="list-style-type: none"> <li>• Catching or spreading the COVID-19 virus</li> </ul>

#### Risk Classification:

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

## Risk Assessment for full re-opening in September 2020 – March 2021 update

TASK	HAZARDS TO YOU	CURRENT RISK RATING	CONTROL/MITIGATION MEASURES	POTENTIAL RATING
<b>UK Government - System of controls</b>				
Minimise contact with individuals who are unwell	A member of staff or student comes into school with COVID-19 symptoms	High	Staff, parents/carers and students will be informed, and reminded regularly, that if they have coronavirus symptoms they must not come into school until they have a negative COVID-19 test or they have completed the self-isolation period. Poster will be put on building entrances.	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 rooms to be cleaned at end of sessions. Classrooms to be used by one bubble of students only during a day. Touchpoints and toilets to be cleaned during the day and at the end of the day	Low
Minimise contact between individuals and maintain social distancing wherever possible – <b>see section below</b>				
Use of appropriate PPE	Staff moving across bubbles and staff or students with particular medical requirements may have enhanced risk of being exposed to coronavirus germs	Medium	Staff moving across bubbles or those teaching sixth form will have appropriate PPE available where and when required. Students with particular medical requirements will have an individual risk assessment to assess need for appropriate PPE.	Low
Face	Staff and students moving outside classrooms may	Medium	Students will be asked, unless exempt, to wear a face covering:	Low

Coverings	find social distancing difficult		<ul style="list-style-type: none"> <li>• Arriving at and leaving the school</li> <li>• On school or public transport</li> <li>• When moving in corridors</li> <li>• When going to the toilet</li> <li>• When buying food in school</li> </ul> <p><b>From Monday 17 May, face coverings for students are no longer required in classrooms or communal areas such as the canteen or assembly hall.</b></p> <p><b>Please see new variant update below.</b></p>	
Engage with the NHS Test and Trace process	A member of staff or student shows COVID-19 symptoms while in school become	High	See section below in original RA Follow PHE guidelines (details <a href="#">here</a> ) Testing guidance <a href="#">here</a>	Low
Manage confirmed cases of coronavirus	A member of staff or student have received a positive COVID-19 test after attending school	High	DfE Coronavirus helpline and Local Health Protection Team will be contacted for advice for advice	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, which must be followed at all times.	Medium

### Other controls

<b>Staff / student safety</b>	New variant poses greater risk of transmission among students and staff	Medium	<p><b>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.</b></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
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<b>Staff / student</b>	Lateral Flow Tests increases areas of risk for	Medium	A full risk Assessment has been completed by the Health and Safety	Low
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<b>safety continued</b>	those administering the tests		Team to cover the new lateral flow testing.	
	Teaching assistants, who work closely with SEND students may find it hard to fulfil 2m distancing	<b>Medium</b>	Staff and students in this situation must wear face coverings at all times while the student is being supported. Where necessary staff should also wear gloves to ensure that no touchpoints are shared. 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.  Staff under these circumstances can choose to be tested by lateral flow testing twice a week if they wish.	<b>Low</b>
	Students may not understand the new timings and procedures	<b>Medium</b>	Students will be reminded regularly in form time of one-way corridors and stairs and other COVID related protocols.  There will also be a fire evacuation walk through each term and continued emphasis on the updated behaviour policy.	<b>Low</b>
<b>Staff / student safety continued</b>	Design of classroom increases risk of Coronavirus transmission.	<b>Medium</b>	Classrooms have been re-organised into rows so all students face forward. (Where not possible a separate risk assessment will be organised – i.e. some computer rooms)  Safe access to teachers desk, following distancing rules, have been organised.  Staff should distance from students at all times and may not move into the students areas, except in an emergency wearing PPE.  Windows and doors should be kept open to provide a supply of fresh air (see below). Students may wear coats when it is cold. Rooms should be left unlocked, except for rooms with potential hazards such as technology rooms. Students should enter the room and sit down to avoid crowding in corridors.  A full audit of all rooms in the school has been completed to ensure all	<b>Low</b>

			workspaces are compliant with social distancing for teaching and support staff.	
	Risk from mixing students from different year group bubbles at the start of the day and during breaks	Medium	Students will enter the school through entrances specific to their year group and go straight to their year zone to avoid mixing. When the bell rings for the start of the school day students must go straight to their form room.  If the weather is poor they will be directed straight to their form base by duty staff.  At break times, students will stay in their year bubble at all times in designated year zones  Also - see <i>food provision</i> below	Low
	Movement around the school between department areas could increase the chance of students from different bubbles spreading infection.	Medium	This risk will be mitigated by use of face coverings at all times when moving around the school and by the introduction of one way systems for all stairs and corridors to avoid students from different bubbles crossing. This will include the main building and all outer buildings.	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
<b>Use of classrooms by more than one year bubble in a day</b>	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 touchpoints and tables and equipment between each lesson where a new year bubble. 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

<b>Ventilation and air</b>	Coronavirus germs remain in the air due to poor	Medium	Windows will be kept open during the school day to provide fresh air supply.	Low
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<b>conditioning</b>	ventilation or recycled air		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.	
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<b>Transport</b>	Students having difficulty getting to and from school due to issues with public transport and staggered starts and associated risks	<b>Medium</b>	Students are able to use public transport, taxis and the regular school buses but must wear a face mask at all times while on the transport.	<b>Low</b>
<b>Drop off/pick up</b>	Parents/carers dropping off and picking up students at the wrong times.	<b>Medium</b>	Parents/carers will be asked not to drive onto the school premises to drop off or pick up at any time, except where pre-arranged for medical needs.  If a parent/carer is dropping off students from more than one year group, see <i>"risk of mixing groups"</i> above.	<b>Low</b>
<b>Before and after school provision</b>	Provision for breakfast club and after school activities including sporting activities given the change in the school day.	<b>Medium</b>	Breakfast club and all after school activities will be suspended for the foreseeable future to make the staggered provision possible and safe.	<b>Low</b>
<b>Physical Activity</b>	Extra risk from use of sports equipment and contact sports	<b>Medium</b>	Any sports equipment used will be cleaned daily and will only be used within one year group bubble each day. Contact sports will be avoided and outdoor sports prioritised.  <b>Students will come to school wearing PE kit on days where they have PE. This is to avoid crowding in the PE changing rooms.</b>	<b>Low</b>
<b>Behaviour</b>	A potential increase in behaviour issues due to the changes in provision and other possible issues due to lockdown and not being in school	<b>Medium</b>	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.	<b>Low</b>
<b>Pastoral/ Welfare</b>	Possible increase in disclosures and mental health related issues	<b>Medium</b>	There may be a need, at least in the short term, for redeployment of staff to deal with an increase in such matters.  <b>There will also be time for reflection</b>	<b>Low</b>

			<b>and support during form time each day.</b>	
<b>Fire evacuation and drills</b>	Students will not remember the procedures and will not follow them effectively	<b>Medium</b>	All students will have training and a “walk-through” on their first day back in school in September. A full fire drill will be organised for late September.	<b>Low</b>
<b>Food provision through Caterlink</b>	Students having access to food, especially free school meals, in a safe and organised way	<b>Medium</b>	No food will be available before school or a break time. Staggered lunchtimes and splitting the food provision between the Canteen and the Pod has been organised so that year groups bubbles do not mix. Food, including hot food, will be pre-packaged and the same food will be available in the Canteen and the Pod	<b>Low</b>