

## Covid 19 Risk Assessment Form Consett & NDA Academies

Risk assessment carried out by – John Winn	Job title – Estates & Contracts Manager	Date of assessment – 15/12/2020
Review interval - Ongoing	Date reviews carried out – Ongoing	

Staff & Students covered by this assessment	Activities involved – All activities on site
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RISK RATING		Likelihood		
		Probable Occurs repeatedly, to be expected or could affect large number of people	Possible Could occur sometime or effect a few people	Remote Unlikely to occur or not many people to be affected
<b>Impact</b>	<b>Major</b> Major injury, permanent disability or ill-health	High	High	Medium
	<b>Severe</b> Injury requiring medical treatment	High	Medium	Low
	<b>Minor</b> First aid treatment	Medium	Low	Low

Hazards / issue	Risk rating H/M/L (before)	Controls already in place	Risk Rating H/M/L (after)	Monitored
<b>Building Capacity</b>	<b>H</b>	Building capacity as per Fire Regulations. Building has been designed into Year Group bubbles	<b>M</b>	<b>KEB</b>
<b>School Day</b>	<b>H</b>	The school will have a staggered start for no more than 100 students at one time. Teaching will take place for 3 hours then the students will leave site. There will be no breaks. Students will be offered lunch before they leave. The school will have a staggered end to the day.	<b>M</b>	<b>KEB</b>
<b>Student Arrival on site</b>	<b>M</b>	Controlled entry to site using the student indicated entrance(s). All students entering the building will be thermal checked. Any indication of a temperature the student will be isolated and will not gain entry into the main site. On entry all must wash their hands in the first available washroom. Queuing system to maintain 2m distance. Students will be seated in the main dining area where register and pre-ordered lunch will be taken before moving to the classroom with a teacher	<b>L</b>	<b>JRW</b>

Hazards / issue	Risk rating H/M/L (before)	Controls already in place	Risk Rating H/M/L (after)	Monitored
<b>Classrooms</b>	<b>H</b>	<p>Maximum 10 students to each classroom with desks facing the same direction at a distance of 2m apart. Students will be allocated a desk and remain in there throughout.</p> <p>Classrooms will be filled up from the back to avoid students crossing. Movement in the classroom will be kept to a minimum and teachers will stagger any movement to avoid students not meeting the 2m distancing rule.</p> <p>All equipment will be on the desk ready and students will not share equipment.</p> <p>Each classroom will have hand sanitiser and sanitising wipes available and it should be used at the start of each lesson.</p> <p>Students will remain in the classroom and teachers will move.</p>	<b>M</b>	<b>JRW</b>
<b>Computer Rooms or other shared facilities</b>	<b>H</b>	<p>Maximum number of students will be indicated on the door of each classroom with a colour system put in place to indicate what stations can be used together to maintain the 2m distancing rule.</p> <p>Cleaning after every use will be in operation</p>	<b>M</b>	<b>JRW</b>
<b>One Way System</b>	<b>M</b>	<p>A one-way system is introduced on the ground floor and stairwells to avoid individuals crossing. The Stairwells in the middle of the school will be the up stairs and the stairs at the end of the corridors will be the downstairs.</p> <p>Students will be instructed which stair to use at end of the day to avoid crossover.</p> <p>Corridors will operate a walk on the left-hand side and social distancing rules should be adhered to if two individuals are on the corridor at the same time.</p> <p>Where it is safe to do so corridor doors will be held open</p>	<b>L</b>	<b>JRW</b>
<b>Dining Strategy</b>	<b>H</b>	<p>Queuing for lunches are clearly marked out with a 2m distance. All dining tables and seating arrangements are set with a 2m distancing.</p> <p>A one-way system is introduced and food disposal stations are clearly identified at the exit of the dining area.</p> <p>The dining area will be a fill up from the back to avoid any cross over.</p>	<b>M</b>	<b>JRW</b>
<b>Leaving Site</b>	<b>M</b>	<p>On entry all must wash their hands in the first available washroom.</p> <p>Queuing system to maintain 2m distance.</p>	<b>L</b>	<b>JRW</b>
<b>On site protocols</b>	<b>L</b>	<p>Hand washing and sanitizing of hands should be carried out regularly.</p> <p>Maintain a 2m distance at all times, where this is not possible ensure that sufficient protective equipment is used.</p>	<b>L</b>	<b>JRW</b>