

RISK ASSESSMENT

Gorse Hall Primary and Nursery School May Addendum 2021

NB – THIS GENERIC RISK ASSESSMENT ONLY ADDRESSES HAZARDS AND CONTROLS IN RELATION TO COVID-19 AND DOMESTIC RESIDENTIAL EDUCATIONAL VISITS. IT IS INTENDED THAT YOU WILL AMEND THE INFORMATION ON THE CONTROLS DETAILED HERE TO MAKE THEM SPECIFIC TO THE ARRANGEMENTS ON YOUR RESIDENTIAL VISIT. YOU SHOULD STILL COMPLETE A RISK ASSESSMENT FOR THE GENERAL HAZARDS ASSOCIATED WITH YOUR RESIDENTIAL VISIT.

Risk Assessment for:	Covid-19 - Generic – Domestic Residential Educational Visits	Date:	11 th May 2021
Assessor:	TMBC H&S	Review Date:	Every Two weeks at HT and GB Covid-19 Committee

Sources:	Schools coronavirus (COVID-19) operational guidance - GOV.UK (www.gov.uk) Health and safety on educational visits - GOV.UK (www.gov.uk) Hotels and other guest accommodation - Working safely during coronavirus (COVID-19) - Guidance - GOV.UK (www.gov.uk)
----------	--

What are the Hazards?	Who might be harmed and how?	Risk Rating	Current Control Measures	Risk Rating with Control Measures in place	Are risks adequately controlled for work task to go ahead, or will further control measures be required? (Detail any additional measures)	Action required by Whom	Date action required by
Direct or Indirect transmission of COVID -19 virus from being in close proximity to people with the virus. i.e. person to person	School employees parents, pupils and the general public Ill health (e.g. Respiratory symptoms, fever,	H	DOMESTIC RESIDENTIAL EDUCATIONAL VISITS – permitted to resume from 17th May No child or member of staff will attend the residential visit if; <ul style="list-style-type: none"> they have any symptoms of COVID 19 or live with someone who is showing symptoms of COVID 19 (including a fever and/or new persistent cough) have tested positive in the last 10 days or are living with someone who has 	M		HT and SS to communicate with Robinwood, Parents/Carers relevant information and	Ongoing from booking the visit and up to visit date.

RISK ASSESSMENT

<p>transmission (hand to hand, hand to mouth, hand to body). Or from contact with contaminated surfaces.</p>	<p>cough, shortness of breath In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome, kidney failure and even death)</p>		<ul style="list-style-type: none"> • they have returned within 10 days from a country which is not on the green list • have been identified as a contact of someone who is displaying symptoms or has tested positive in the last 10 days <p>HYGIENE/COVID-SECURE THROUGHOUT THE VISIT</p> <ul style="list-style-type: none"> • Regular handwashing and/or use of hand sanitiser will be encouraged. • Good respiratory hygiene, ‘catch it bin it kill it’, will be encouraged. • Residential visits will only make use of accommodation which has covid-secure measures in place. • Day visits, as part of the residential, which are to a specific venue will only take place to those venues which have covid-secure measures in place. • All covid-secure measures will be adhered to. <p>GENERAL MEASURES</p> <ul style="list-style-type: none"> • A risk assessment specific to the visit to be undertaken will be carried out and documented • All visits will be in line with OEAP guidance • Governor Support will be advised of all residential visits in advance and in line with TMBC procedure. • The wearing of face-coverings will be in line with the requirements of the venue. • Adults supporting the visit will maintain their social distance from each other and, where this is not possible, will wear face coverings, unless they are exempt. 		<p>In advance of the visit the school must review the covid-secure risk assessment of any accommodation or transport provider they will be using during the visit.</p> <p>In advance of the visit the school must review the covid-secure risk assessment of any venue (indoor or outdoor) they are planning to visit</p> <p>If school are not satisfied that the appropriate covid-secure controls are in place the visit will not take place</p>	<p>expectations. Class Teachers to communicate with children.</p>	
--	--	--	---	--	--	---	--

RISK ASSESSMENT

		<ul style="list-style-type: none"> • A supply of hand sanitiser will be taken on the visit to allow for regular hand cleaning. • A supply of wipes will be taken on the visit (where appropriate) to permit the wiping of any frequently touched surfaces – for example if the visit involves coach travel. 				
		<p>BUBBLES Bubbles on residential visits will be formed from existing single school bubbles.</p> <p>Maximum bubble size will be 30 (not including staff) and where possible will be smaller.</p> <p>Only teachers and members of the school workforce already part of the established school bubble will accompany pupils on the visit</p> <p>The integrity of the bubble will be maintained throughout the visit (including during recreational times)</p> <p>Bubbles will not be mixed or ‘topped up’</p> <p>Bubbles will not mix with other school groups, bubbles or other guests.</p> <p>Where multiple bubbles are taken on a domestic residential visit the integrity of the separate bubbles must be maintained at all times.</p>		<p>Where schools have concerns around their bubbles they will consult with Health and Safety and Population Health for case specific advice.</p> <p>Schools must be satisfied that the accommodation provider has arrangements in place to ensure the integrity of the bubble can be maintained.</p>	Year 6 staff, HT and SS to communicate with families, Robinwood and staff going on visit.	Sept/Oct 2021
		<p>PARENTS, CARERS AND VOLUNTEERS To maintain the integrity of the bubble, parents, carers or volunteers will not accompany the group</p>		Parent of SEND pupil to accompany child during the day.	Year 6 staff, office and Parent communication	Sept/Oct 2021

RISK ASSESSMENT

		<p>VOLUNTARY ASYMPTOMATIC TESTING</p> <p><i>PRIMARY SCHOOLS</i> Staff accompanying the residential visit will be asked to carry out twice weekly LFD testing in the run up to the visit, during the visit and after the visit.</p> <p><i>SECONDARY SCHOOLS</i> Pupils attending and staff accompanying the residential visit will be asked to carry out twice weekly LFD testing in the run up to the visit, during the visit and after the visit.</p>		<p>Neither staff nor pupils will be excluded from the domestic residential visit on the basis that they will not carry out asymptomatic testing.</p>	<p>Staff to complete LFT twice weekly</p>	<p>Ongoing</p>
		<p>ARRANGEMENTS IN CASE OF A POSITIVE LFD OR A SYMPTOMATIC CHILD/ADULT ON THE VISIT</p> <p>The school will ensure that, where possible, any member of staff or child on the visit can be collected by a family member should they start to display symptoms or return a positive LFD.</p> <p>Whilst a child/adult is awaiting collection, they will be moved, if possible and if appropriate, to a room where they can be isolated behind a closed door.</p> <p>Where it is not possible to isolate them, they will be moved to an area which is at least 2 metres away from other people.</p> <p>If they need to use the bathroom while waiting to be collected they will, as far as possible, use a separate bathroom. The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>Where it is necessary for a member of staff to transport a child home due to them being symptomatic the staff member will wear PPE and will self-isolate, they can stop self-isolating if the child receives a negative PCR.</p>		<p>Contact will be made with the accommodation provider in advance to request a copy of their policy in case of a confirmed or suspected case of covid 19 and to query if there are facilities to isolate anyone who becomes symptomatic or returns a positive test.</p>	<p>SS, Year 6 staff, Parents/ Carers and pupils.</p>	<p>Sept/Oct 2021</p>

RISK ASSESSMENT

		<p>SLEEPING ACCOMMODATION As far as possible the bubble will be broken into smaller groups for sleeping and room sharing will be limited as far as is possible.</p> <p>Where it is possible to do so staff will have single rooms and will not share sleeping accommodation.</p> <p>Where possible, windows in sleeping areas will be open to allow for increased ventilation.</p>	<p>Contact will be made with the accommodation provider in advance of the visit to establish what measures are in place to reduce the increased risks associated with sleeping accommodation.</p> <p>Schools should detail the specific sleeping arrangements which are in place on the residential to which the risk assessment applies.</p>	<p>SS, Year 6 staff, Parents/ Carers and pupils.</p>	<p>Sept/Oct 2021</p>
		<p>TOILETS AND BATHROOMS Shared toilets will be used in line with social distancing and social contact rules.</p> <p>If possible, the bubble will have exclusive access to their own bathroom facilities.</p> <p>Where it is necessary to use shared shower facilities there will be arrangements in place to minimise mixing between the bubble and other guests/bubbles.</p> <p>Regular cleaning is in place and is managed by the accommodation provider</p>	<p>Contact should be made with the accommodation provider in advance of the visit to establish what measures are in place with regards the use of bathrooms, to minimise mixing between organised residential visit bubbles and other guests or bubbles and so reduce the risk of transmission.</p> <p>Schools should detail the specific bathroom arrangements which are in place on the residential to</p>	<p>SS, Year 6 staff, Parents/ Carers and pupils.</p>	<p>Sept/Oct 2021</p>

RISK ASSESSMENT

					which the risk assessment applies.		
			<p>KITCHEN FACILITIES (If applicable) The kitchen facilities will be for the exclusive use of the bubble.</p> <p>Where the kitchen is shared the bubble will be allocated time slots during which it is for their exclusive use.</p> <p>Regular cleaning is in place and is managed by the accommodation provider</p>		<p>Contact will be made with the accommodation provider in advance of the visit to establish what measures are in place to manage periods of exclusive use of the kitchen by the bubble.</p> <p>Schools should detail the specific kitchen arrangements which are in place on the residential to which the risk assessment applies.</p>	SS, Year 6 staff, Parents/ Carers and pupils.	Sept/Oct 2021
			<p>MEAL TIMES Meals will be taken in an area of which the bubble has exclusive use.</p> <p>Where meals must be taken in a shared area the bubble will allocated time slots during which it is for their exclusive use.</p> <p>Regular cleaning is in place and is managed by the accommodation provider</p>		<p>Contact will be made with the accommodation provider in advance of the visit to establish what measures are in place to manage periods of exclusive use of a dining area by the bubble.</p> <p>Schools should detail the specific meal time arrangements which are in place on the residential to which the risk assessment applies.</p>	SS, Year 6 staff, Parents/ Carers and pupils.	Sept/Oct 2021

RISK ASSESSMENT

		<p>COMMUNAL AREAS Communal spaces such as lounges, lobbies, TV or leisure rooms will only be used by the bubble where they have exclusive use, either completely or via a rota system</p>		<p>Contact will be made with the accommodation provider in advance of the visit to establish what measures are in place to manage periods of exclusive use of a communal area by the bubble.</p> <p>Schools should detail the specific communal area arrangements which are in place on the residential to which the risk assessment applies.</p>	SS, Year 6 staff, Parents/ Carers and pupils.	Sept/Oct 2021
		<p>OTHER ACCOMMODATION FACILITIES Other facilities on the site must not be used at the same time as other guests or bubbles.</p> <p>Where periods of exclusive use are arranged thorough cleaning must take place (by the accommodation provider) before and after use by the bubble.</p>				
		<p>TRANSPORT</p> <p>All are to clean their hands before boarding transport (wash or sanitise) and again on disembarking.</p> <p>Face coverings are to be worn on coaches unless otherwise exempt.</p> <p>The use of transport must be exclusive to the bubble.</p> <p>Social distancing will be maximised within the vehicle</p>		<p>Contact will be made with the transport provider in advance of the visit to establish what covid secure measures are in place such as enhanced cleaning of the vehicle.</p> <p>Where schools have concerns around transport bubbles they will consult with Health and Safety and Population</p>	SS, Staff and pupils	

RISK ASSESSMENT

		<p>As far as possible, fresh air (from outside the vehicle) through ventilation, will be maximised, particularly through opening windows and ceiling vent</p> <p>The use of public transport on the residential visit will be avoided.</p>		<p>Health for case specific advice.</p>		
		<p>ACTIVITIES Where the bubble is taking part in activities they will be exclusive to the bubble. Equipment will have been cleaned/quarantined prior to use by the bubble.</p>		<p>The school will contact the activity provider in advance of the visit, for a copy of the covid secure risk assessment for activities they will be taking part in to confirm satisfactory arrangements are in place.</p>	<p>SS, Year 6 staff, Parents/ Carers and pupils.</p>	<p>Sept/Oct 2021</p>

Review Date	Reviewed By	Amendment
21 st May 2021	HT and GB Covid-19 Committee	Addendums approved- School Trips and Residential Visits
11th June 2021	HT and GB Covid-19 Committee	No changes
2 nd July 2021	HT and GB Covid-19 Committee	No changes
16 th July 2021	HT and GB Covid-19 Committee	No changes
27 th August 2021	HT and GB Covid-19 Committee	No changes
10 th Sept 2021	HT and GB Covid-19 Committee	No changes
24 th Sept 2021	HT and GB Covid-19 Committee	Updates approved

RISK ASSESSMENT

8 th Oct 2021	HT and GB Covid-19 Committee	No changes
22 nd Oct 2021	HT and GB Covid-19 Committee	No changes
12 th Nov 2021	HT and GB Covid-19 Committee	No changes
26 th Nov 2021	HT and GB Covid-19 Committee	No changes
10 th Dec 2021	HT and GB Covid-19 Committee	No changes

Risk Ratings	Example impact (Including but not limited to)
High	Likely to happen and likely to result in the fatality of one or more individuals. Potential for a frequently occurring serious and life threatening injury
Medium	Unlikely to happen but if it did it would certainly result in at least minor illness, injury or equipment damage. Could occasionally result in a serious injury, illness or equipment damage. Although rarely, could result in death or serious and life threatening injuries.
Low	Unlikely to occur but if it does it is likely to result in minor illness, injury or equipment damage and could, but is unlikely to, result in a significant injury, illness or equipment damage with over 3 days absence