




COVID-19 Risk Assessment

SCHOOL:	St Vincent's Catholic Primary School	
HEADTEACHER:	Dominic Vernon	
NAME OF ASSESSOR/S:	Dominic Vernon	
CONTACT DETAILS:	TEL: 01925 726544 EMAIL: <u>stvincents_primary@warrington.gov.uk</u>	
Last reviewed: September 2022		

REF NO	TASK / WORK / OPERATION	DO HAZARDS EXIST?	WHAT ARE THE HAZARDS?
1	Staffing Level	Y	Lack of staff available to teach or carry out required tasks in school.
2	Fire Wardens and First Aiders	Y	Lack of fire wardens or first aiders available to deal with emergency or accident.
3	Supporting clinically vulnerable pupils and staff	Y	Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice
4	Managing symptomatic pupils and staff	Y	Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance
5	Ventilation	Y	Lack of ventilation increasing the risk of airborne transmission

RISK SCORING

Each hazard should be scored using the matrix below. A risk rating score should be given in light of the **Existing Control Measures** (Measures in place when school was only open to key worker and vulnerable children) and then this should be revised following the application of the Mitigation Action Taken.

The risk rating score is based on the **Severity of the Risk x the Likelihood**.

SEVERITY OF RISK (S)		LIKELIHOOD (L)					L x S = RISK RATING SCORE (RR)	
		1. RARE	2. UNLIKELY	3. POSSIBLE	4. VERY LIKELY	5. ALMOST CERTAIN	LOW (L) 1-8	NO FURTHER ACTION REQUIRED
1	Insignificant	1	2	3	4	5	MEDIUM (M) 9-15	FURTHER CONTROL MEASURES REQUIRED AND IMPLEMENTED BEFORE PROCEEDING.
2	Low	2	4	6	8	10		
3	Tolerable	3	6	9	12	15	HIGH (H) 16-25	DO NOT PROCEED
4	Major	4	8	12	16	20		
5	Intolerable	5	10	15	20	25		

HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING L x S = R	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING L x S = RR	RESIDUAL RISK L/M/H
		STAFF	PUPILS	VISITORS						
Staffing levels	<ul style="list-style-type: none">Lack of staff available to teach or carry out required tasks in school	✓	✓		<ul style="list-style-type: none">✓ All staff are encouraged to get their COVID 19 vaccination as soon as they are able to do so and to participate in any programmes to get booster jabs if and when they are offered.✓ Where staff absences cannot be covered internally, cover to be undertaken by supply teachers✓ Staff to follow Coronavirus guidance for the public<ul style="list-style-type: none">If symptomatic with a high temperature, stay at home and avoid contact with othersIf a test result confirms COVID-19, individuals are advised to stay at home and avoid contact with others for 5 days if over 18 and 3 days if under 18 as long as high temperature has gone	3 x 2 = 6	L			



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		STAFF	PUPILS	VISITORS		L x S = R			L x S = RR	L/M/H
Lack of Fire Wardens & First Aid Provision	<ul style="list-style-type: none"> Unable to provide adequate first aid or able to supervise fire evacuation procedure. 	✓	✓	✓	<ul style="list-style-type: none"> ✓ First Aid and Fire Warden availability of site has been assessed to ensure appropriate cover in place ✓ Posters displayed detailing first aid/fire warden contact information. 	3 x 2 = 6	L			
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		STAFF	PUPILS	VISITORS		L x S = R			L x S = RR	L/M/H
Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<ul style="list-style-type: none"> ✓ All staff are encouraged to get their COVID 19 vaccination as soon as they are able to do so and to participate in any programmes to get booster jabs if and when they are offered. ✓ Where staff absences cannot be covered internally, cover to be undertaken by supply teachers ✓ Staff to follow Coronavirus guidance for the public <ul style="list-style-type: none"> • If symptomatic with a high temperature, stay at home and avoid contact with others • If a test result confirms COVID-19, individuals are advised to stay at home and avoid contact with others for 5 days if over 18 and 3 days if under 18 as long as high temperature has gone ✓ If suspected or confirmed cases are identified, measures to be put in place to reduce contact with that class where possible 	1 x 5 = 5	L			
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		STAFF	PUPILS	VISITORS		L x S = R			L x S = RR	L/M/H
Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<ul style="list-style-type: none"> ✓ Outbreak Management Plan ✓ Follow Coronavirus guidance for the public <ul style="list-style-type: none"> ○ If symptomatic with a high temperature, stay at home and avoid contact with others ○ If a test result confirms COVID-19, individuals are advised to stay at home and avoid contact with others for 5 days if over 18 and 3 days if under 18 as long as high temperature has gone 	1 x 3 = 3	L			



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		STAFF	PUPILS	VISITORS		L x S = R			L x S = RR	L/M/H
Cleaning - ineffective infection control and increased risk of infection	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<ul style="list-style-type: none"> ✓ Frequently touched surfaces and shared equipment are cleaned more regularly with detergents and bleach ✓ Products in use have MSDS and appropriate COSHH risk assessments to ensure appropriate and safe use ✓ Spaces are well ventilated using natural ventilation (opening windows) ✓ Good hand hygiene continues to be encouraged ✓ Hand sanitiser in reception area for visitors and throughout school ✓ Cleaning products and gloves are available for around school. 	2 x 3 = 6	L			
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Reporting of injuries, Diseases and Dangerous Occurrences to the HSE	Lack of reporting to the HSE any incident in work that has led to the possible exposure of covid-19	✓	✓	✓	<ul style="list-style-type: none"> ✓ All relevant staff to be made aware of the changes made to the Reporting of Injuries, Diseases and Dangerous Occurrence Regulation 2013 to ensure the appropriate information is sent to the Community Safety and Resilience Team via the online accident/incident reporting system – who will report onto the HSE on the behalf of all Community schools and those that buy into the H&S Service via an SLA. <p><u>See HSE guidance re RIDDOR and Coronavirus (COVID-19)</u></p> <p>COVID to be reported if:</p> <ul style="list-style-type: none"> • An accident/incident at work could have resulted in the release/escape of coronavirus • Diagnosis of COVID-19 is attributed to occupational exposure • Death as a result of occupational exposure to COVID-19 	1 x 3 = 3	L			



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		STAFF	PUPILS	VISITORS		L x S = R			L x S = RR	L/M/H
Lack of ventilation increasing the risk of airborne transmission	<ul style="list-style-type: none">• Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)• Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces	✓	✓	✓	<ul style="list-style-type: none">✓ Windows to be kept open enough to provide background ventilation when a room is occupied✓ All windows to be open to purge the air in the space when the room is not occupied✓ In cold weather, heating to be adjusted to ensure comfortable working conditions are maintained✓ Furniture to be rearranged where possible so that children are sat as far away from open windows as possible✓ In cold weather, additional clothing layers to be allowed in school✓ CO2 monitors in all classrooms to identify areas with poor ventilation✓ Where poor ventilation is identified, further action to be taken to increase air flow, or move classes to an alternative location	2 x 3 = 6	L			