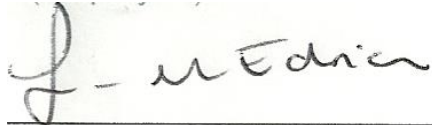


Risk Assessment I/D Number:		College COVID-19 Risk assessment	
Location: Campus	St Albans/ Welwyn Garden City/ Borehamwood	Head of Department:	
Building / Room	All	Signature	
Name of Assessor:	Scott Rutherford	Principal	Jan Edrich
Signature	Scott Rutherford	Signature	
Date of Assessment:	19/07/2021	Review Date:	16/08/2021

BRIEF DESCRIPTION OF AREA / CONTENTS / NUMBER OF EMPLOYEES/ STUDENTS / TASKS UNDERTAKEN:

College COVID-19 Risk assessment

Item No:	Task:	Hazard:	Harmful to and How?	Existing Controls / Precautions:	RISK RATING:			Further Actions & Comments:
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Oaklands College - Risk Assessment

1.	College Covid 19 risk assessment	Individual risk factors	Staff and Students	<p>All staff that are due to return in August will discuss concerns with Manager/HR prior to returning to work.</p> <p>All staff and students who have underlying health conditions to be discussed with the manager prior to them returning to work/College.</p> <p>HR to complete all Individual risk assessments, for extremely vulnerable staff returning to work.</p> <p>Existing individual risk assessments reviewed by HR.</p> <p>Existing EHCPs in place for students with any adaptations made as required.</p> <p><u>Clear message sent to parents, carers, students and staff that they are not to attend work/College if they are unwell and displaying symptoms of Covid-19, or if another member of their household has the symptoms of Covid-19.</u></p>	3	4	12	
2.	College Covid 19 risk assessment	Suspected case whilst working on site	Staff Students Visitors Contractors	<p>Students, staff and other adults must not come into college if they have the following</p> <ul style="list-style-type: none"> • a new, continuous cough • a high temperature, or • has a loss of, or change in, their normal sense of taste or smell (anosmia) 	4	4	16	<p>Emergency boxes contain the following:</p> <ol style="list-style-type: none"> 1. Fluid Resistant surgical mask 2. Disposable apron 3. Disposable gloves 4. Visors

				<ul style="list-style-type: none"> • A member of their household has COVID 19 symptoms • NHS test and trace has been in contact with you • You have arrived in England from abroad from a 'red list' country or from an 'amber list' country and not been fully vaccinated. <ul style="list-style-type: none"> • They have had a positive test <p>They must immediately cease to attend and not attend for at least 10 full days from the day of:</p> <ul style="list-style-type: none"> • Start of the symptoms • The test date if they didn't have any symptoms but have a positive test from a LFD and a confirmatory PCR. <p>Anyone told to self-isolate by NHS test and trace or by their public health protection team, has a legal obligation to self-isolate, but may leave home to avoid injury or illness or to escape the risk of harm.</p> <p>If a Staff, member or student becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia).</p> <ul style="list-style-type: none"> • Staff or student must be sent home • To begin self-isolation. The isolation period includes the day the symptoms started and the next 10 full days. • Follow guidance for households with possible or confirmed coronavirus. 				<p>Surgical mask, disposable apron and gloves once used must be placed back in plastic bag and disposed in the bin immediately. Visors are to be wiped after use. Any visors used please service desk.</p> <p>Emergency boxes are going to be placed in the following areas:</p> <ol style="list-style-type: none"> 1. Animal Care 2. Applied Science 3. Art, fashion, Design 4. Beauty 5. Carpentry and Joinery 6. Catering and Hospitality 7. Engineering 8. Electrical Installation 9. Equine 10. Farm 11. Horticulture 12. Landmark 13. West Block 14. East Block 15. MMPA
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				<ul style="list-style-type: none"> • Arrange a PCR test as soon as possible. <p>Other members of their household should self-isolate. Their isolation period includes the day symptoms started for the first person in their household or the day the test was taken, whether this is the LFD or PCR test. If a member of the household displays COVID 19 symptoms, they need to restart the 10-day isolation period and book a test.</p> <p>If anyone tests positive whilst not experiencing symptoms but develop symptoms during the isolation period, they must restart the 10 self-isolation period from the day they developed symptoms.</p> <p>If a staff, member or student has a positive result from a LFD test after the 19 July, they and other members of their household should self-isolate. The staff member of parent should notify the College that they will not be attending the College on the basis of the LFD test result. The staff and student should order an immediate confirmatory PCR test.</p> <p>If the confirmatory test is taken with two days and the result is negative, they and other members of their household can stop self-isolating (unless they have developed symptoms or been instructed to self-isolate by test and trace for reasons). The staff member will be able to return to normal</p>				<ul style="list-style-type: none"> 16. Motor Vehicles 17. Nursery 18. Plumbing and Gas level 1 and 2 19. Plumbing and Gas level 3 20. Gas assessment 21. Amelia Earhart 22. Discovery Centre reception 23. Homestead building 24. Springfield 25. Landmark 26. Brickwork 27. Multi trades 28. Math and English 29. LRC- St Albans and Welwyn Garden City 30. Student advice- St Albans and Welwyn Garden city 31. Borehamwood 32. Transport- A Emergency kit in every bus.
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				<p>duties. The student should inform the college and return to face-to-face learning.</p> <p>If the confirmatory PCR test is positive (or is taken more than two days after the LFD), they and other member of their household must self-isolate until 10 days after the date of the LFD test (or the date their symptoms began, if they were symptomatic). The staff member and student should inform the college they have had a positive PCR test result and will not be attending the college for the period of their isolation.</p> <p>Anyone identified by NHS Test and Trace must self-isolate for 10 days from the date of the last contact with the positive case and not attend the college. Close contact should take a PCR test. If the PCR test is negative, they must continue to self-isolate for their full self-isolation period as they could still become infectious. If the result is positive the individual must self-isolate for 10 days from the date of the test.</p> <p>Close contact includes:</p> <ul style="list-style-type: none"> • Anyone who lives in the same household as someone with COVID 19 symptoms or who has tested positive • Anyone who has had any of the following types of contact with someone who has tested positive for COVID 19 with a PCR or LFD test: 				
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				<ul style="list-style-type: none"> • Face to face contact including being coughed on or having face to face conversation within one meter • Been within one meter for one minute or longer without face to face contact • Been within 2 meters of someone for more than 15 minutes (either as a one-off contact, or added up together over the day) • Travelled in the same vehicle <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the student or staff member who is self-isolating subsequently develops symptoms or they have been told to self-isolate by the NHS Test and Trace or the Public Health protection team, in which case they must self-isolate. If someone from a group that have been asked to self-isolate develops symptoms themselves within 10 days from the day the individual tested positive, they should follow guidance for households with possible or confirmed COVID 19 infection.</p> <p>They should get a test and:</p> <ul style="list-style-type: none"> • If someone who is self-isolating because they have been in close contact with someone who has tested positive for COVID 19 starts to feel unwell and gets a test for COVID 19 themselves, and the test delivers a negative result, they must 				
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				<p>remain in self isolation for the remainder of the 10 days from the day the individual, with who they have had close contact, tested positive- this is because they could still develop COVID 19 within the remaining days.</p> <ul style="list-style-type: none"> • If the test is positive, they should inform the college immediately and must self-isolate for at least 10 days from the onset of their symptoms. Their household should self-isolate from the day the individual in their household first had symptoms and the next 10 full days, following guidance for households with possible or confirmed COVID 19. <p>The College will not request evidence of a negative test result before welcoming back the Student or Staff member.</p> <p>From the 16 of August, in line with fully vaccinated adults, under 18s identified as close contact will not need to self-isolate and instead will be advised to take a PCR test.</p> <p>Children who are age under 5 years old who are identified as close contacts would only be advised to take a PCR test if the positive case is within their household.</p> <p>18 year olds will be subject to the same rules as adults and so if they choose not to get vaccinated,</p>			
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				<p>they will need to self-isolate if identified as a close contact.</p> <p>If a student displays COVID 19 or has a positive test, while at College, they should avoid the use of public transport and whenever possible be collected by a member of their family or household.</p> <p>If a student is awaiting collection, they should be moved, if possible and safe to do so, to a room where they can be isolated behind a closed door, Appropriate adult supervision may be required depending on the age/ support needs/ vulnerability of the student. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area, which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. A request should be made to service desk to indicate the person displaying symptoms of COVID 19 has used a bathroom this will require cleaning.</p> <p>PPE should be worn by staff caring for the Student while they await collection if a distance of 2 metres cannot be maintained (such as a student with complex needs).</p> <p>Isolation rooms are:</p>			
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				<p>St Albans- First aid room in West Block. Key can be found in reception.</p> <p>Welwyn Garden City- First aid room is AB115- This room is left open and does not require a key.</p> <p>Borehamwood- one of the Small meeting room.</p> <p>The staff member should apply the use of PPE in accordance to PHE medical advice whilst caring for the student displaying symptoms. If it is not possible to maintain the 2m distance, then PPE is required (surgical facemask, apron, gloves). If risk of splashes a separate risk assessment will be required as well as a face shield) All emergency boxes that contain PPE will be stored in each building beside the first aid boxes. All staff members will be trained in the use of the PPE during the staff induction.</p> <p>They should wash their hands thoroughly for 20 seconds with soap and running water after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance. If a clean is required, this should be reported to service desk.</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p>				
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				<p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>Anyone who displays symptoms of COVID 19 they should get a PCR test as soon as possible. The college can provide a PCR, or a PCR test can be booked from 119 or on the NHS testing and tracing for COVID 19 website.</p> <p>Staff and students who develop symptoms should follow the guidance on self-isolation and not return to the College until their period of self-isolation has been completed or until they have received their PCR test confirming they are negative.</p> <p>Any staff or student who has had a PCR test cannot have a LFD for the next 90 days.</p> <p>If the College has 2 or more confirmed cases within 14 days or an overall rise in sickness and absence where COVID 19 is suspected, the College could have an outbreak.</p> <p>As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise the College and on the most appropriate action to take.</p>				
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				<p>Staff members must report any case of COVID 19 to their line manager and HR</p> <p>All staff members and students made aware of protocols.</p> <p>Students and Staff are recommended to download NHS COVID 19- App to their mobile phones.</p> <p>If L.IF.E students Anyone identified by NHS Test and Trace must self-isolate for 10 days from the date of the last contact with the positive case and not attend the college. Close contact should take a PCR test. If the PCR test is negative, they must continue to self-isolate for their full self-isolation period as they could still become infectious. If the result is positive the individual must self-isolate for 10 days from the date of the test.</p> <p>Fully vaccinated adults, under 18s identified as close contact will not need to self-isolate and instead will be advised to take a PCR test.</p>				
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Oaklands College - Risk Assessment



3.	College Covid 19 risk assessment	General Transmission of COVID-19	Staff, Students, Visitors and contractors. This can lead to ill health or even death	<p>Rapid Testing COVID 19 risk assessment</p> <p>Staff and students should continue to test twice a week if they are attending the college over the summer.</p> <p>The rapid testing Centre has a separate risk assessment, which follows Government guidance and NHS guidance.</p> <p>Mass testing for all students on their return to Oaklands college. All students must have 2³ LFDS tests, three to five days apart. There after students will be supplied with a home test kit. Students must have 2 LFD tests weekly, three to five days apart.</p> <p>Testing is voluntary but encouraged. If consent is provided, students will be asked to self-swab, if able to do so at the testing site and after 30 minutes should be informed of their results.</p> <p>On return to College, all staff members will be supplied with home test kits. Staff must have 2 LFD tests weekly, three to five days apart.</p> <p>Students who test positive during a LFD at college must follow government guidance and self-isolate for 10 days. Student who tests positive during a LFD Will need to do the following:</p> <ul style="list-style-type: none"> • Staff or student must be sent home 	3	4	12	
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				<ul style="list-style-type: none"> • To begin self-isolation. The isolation period includes the day the symptoms started and the next 10 full days. • Follow guidance for households with possible or confirmed coronavirus. • Arrange a PCR test as soon as possible. The PCR test should be booked immediately either online or by calling 119 and should be undertaken within 2 days. When a staff member or student receives a negative PCR test, they can continue their normal duties. If the PCR test is positive, they must complete their 10-day self-isolation period. <p>Any staff or student, who tests positive with a home Lateral Flow Test, will need to self-isolate in line with stay at home guidance. They will also need to arrange a PCR test to confirm the result if the test was done at home The PCR test should be booked immediately either online or by calling 119 and should be undertaken within 2 days If the PCR test is positive, they must complete their 10-day self-isolation. They must immediately cease to attend and not attend for at least 10 full days from the day:</p> <ul style="list-style-type: none"> • The test date if they didn't have any symptoms but have a positive test from a PCR or LFD <p>If the PCR test result is negative, the staff or student can attend college.</p>				
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				<p>Any staff or student who has had a PCR test cannot have a LFD for the next 90 days.</p> <p>Any staff or student who has a negative home Lateral flow test can attend college.</p> <p>Any staff or student who has a void home lateral flow test must retest, until they achieve a valid result.</p> <p>All staff and student home tests must be reported to the NHS and the College even the void results.</p> <p>The college will retain a small on-site test centre, so we offer testing to students who are unable or unwilling to test themselves at home.</p>				
4.	College Covid 19 risk assessment	<p>General Transmission of COVID-19</p> <p>Maintenance of social distancing.</p>	Staff, Students, Visitors	<p style="text-align: center;">Summer</p> <p>The College will be closed to all learners during the summer period.</p> <p>Q & R staff, animal technicians and estates and facilities staff will mainly be in college at this time with teachers coming into interview occasionally.</p>	3	4	12	<p>Quality and Resource staff</p> <p>All Q and R staff to complete DSE risk assessment and refresher module on DSE training.</p>

				<p style="text-align: center;">Classroom and workshops</p> <p>Staff giving demonstrations or showing students how to use a piece of equipment must wash hand or use hand-sanitising gel before demonstration and after demonstration.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Staff rooms/offices</p> <p>Staff rooms/ offices to be 1 meter plus distancing. Perspex screens between staff members where appropriate. One curriculum team per staff room if possible. If staff rooms are not large, enough additional staff rooms will be created. Staff rooms/offices can have rotas in place to allow for social distancing. Staff rooms are marked out to show where staff can and cannot sit.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">LRC</p> <p>Perspex screens at reception to allow for social distancing between visitors and students.</p> <p>Doors and windows should be left open to increase ventilation.</p>				
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				<p>Reception to keep a temporary record of visitors on site for 21 days</p> <p>Reception use for prospective learners</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Perspex screens at reception to allow for social distancing between visitors and students.</p> <p>Staff and prospective students must use hand sanitizer when they enter and leave.</p> <p>Chairs and desks used to be cleaned after use by staff member</p> <p>Staff members and prospective learners can wear facemask if they wish to do so.</p> <p>Reception to keep a temporary record of visitors on site for 21 days.</p> <p>Beauty Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Beauty to keep a temporary record of visitors on site for 21 days.</p>				
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				<p>Doors and windows should be left open to increase ventilation.</p> <p>Discovery Centre Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Student Advice and Careers</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Canteen</p> <p>Chartwells to display NHS QR code for visitors</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Catering and Hospitality</p> <p>Stables to display NHS QR code for visitors Stables to keep a temporary record of visitors for 21 days</p> <p>Doors and windows should be left open to increase ventilation.</p>				
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				<p>Stables restaurant risk assessment for visitors to be reviewed.</p> <p style="text-align: center;">Exams</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Gym</p> <p>Equipment should be cleaned before and after use.</p> <p>Gym should always be ventilated when in use.</p> <p>Students should wash hand or sanitize hands when they enter and leave the gym.</p> <p style="text-align: center;">Changing facilities</p> <p>Changing facilities will be locked, when not in use. Academies will be allocated changing rooms.</p> <p>Academies must provide timetable to facilities.</p> <p>Cleaners to regularly clean changing rooms.</p> <p>Commercial bookings need to let Facilities know if they are using the changing rooms, so they can arrange cleaning.</p>				
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				<p style="text-align: center;">Sports</p> <p>Staff and students must wash hands regularly or sanitize hands using hand gel.</p> <p>All equipment must be wiped down before and after use.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Hair and Beauty</p> <p>Hair and Beauty risk assessment to be reviewed.</p> <p style="text-align: center;">MMPA</p> <p>All staff and students must wash or sanitize their hands regularly.</p> <p>All equipment used must be wiped down before and after use.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Estates and Facilities</p> <p>Estates and Facilities staff must wash or sanitize their hands regularly.</p>				
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				<p>Must sanitize any tools or equipment before and after use.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Science</p> <p>Staff and students should wash or sanitize their hands when they enter and leave the room.</p> <p>When students enter room, they should spray and wipe down work area.</p> <p>Before students leave room they should put dirty equipment in bowls and return other equipment to trays.</p> <p>Before leaving students should spray and wipe down work surfaces.</p> <p>When transferring equipment between classes should be sprayed (bottles of chemicals) or wiped down (laptops, chargers, microscopes) and left for 15mins.</p> <p>After use, safety specs will be soaked in disinfectant for 15mins.</p> <p>Equipment will be quarantined for 72 hours if spraying or wiping is not considered effective or could damage equipment</p>				
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				<p>When techs clear up, they will wear gloves and spray equipment before moving it to Prep Room</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Equine</p> <p>Staff and students to wash hands regularly or use sanitizing gel.</p> <p>All equipment must be wiped down before and after use.</p> <p>The head of department must keep a temporary record of liveries coming on to site for 21 days.</p> <p>Quality and Resource staff</p> <p>Some teams will work from home where not required to support staff and students. Some teams will operate a rota system so that there is a college presence where required e.g. HR</p> <p>This will be agreed by the Line Manager</p> <p>Commercial</p> <p>Commercial to keep a temporary record of visitors on site for 21 days.</p> <p>Residential</p>				
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				<p>Residential have a separate risk assessment following government guidance.</p> <p style="text-align: center;">Nursery</p> <p>Nursery have an updated risk assessment following government guidance</p> <p style="text-align: center;">L.I.F.E</p> <p>L.I.F.E have their updated risk assessment following government guidance.</p> <p style="text-align: center;">Transport</p> <p>Perspex screens provided for mini bus drivers.</p> <p>Students must wear a mask at all-time using the minibuses.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p>Windows must remain open for ventilation.</p> <p>Transport coordinator to organise additional buses if required.</p> <p>Staff and students who are exempt from wearing facemasks should wear sunflower lanyards.</p>				
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Oaklands College - Risk Assessment

5.	College Covid 19 risk assessment	Effective hygiene protocols	Staff, students, Visitors	<p>Arriving at the College and Leaving the College</p> <p>All Staff, students, and visitors to wash hands with soap regularly and thoroughly, for at least 20 seconds or use hand sanitising gel when they arrive and leave the College grounds. Hand washing technique to be adopted as directed by NHS guidance</p> <p>Moving between classroom</p> <p>Staff and students that move between rooms must wash their hands or use hand sanitiser when entering and leaving rooms. Hand washing technique to be adopted as directed by NHS guidance.</p> <p>Classrooms/ Computer rooms/ labs</p> <p>Each classroom will have the following:</p> <ol style="list-style-type: none"> 1. Hand sanitising gel 2. Tissues 3. Antiseptic wipes 4. Ramsol Spray <p>Student and staff will use the hand sanitising gel when they enter and leave the classroom and computer room. Staff and Students must wipe down computers and desks before and after use.</p>	3	4	12	
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				<p>Staff will be responsible for ensuring tables and chairs etc. are wiped down for other classes.</p> <p style="text-align: center;">Workshops</p> <p>Each workshop will have the following:</p> <ol style="list-style-type: none"> 1. Hand saining gel 2. Tissues 3. Antiseptic wipes 4. Ramsol Spray 5. Disinfectant spray, bucket and cloth to clean tools and equipment <p>Student and staff will use the hand sanitising gel when they enter and leave the workshop. All staff and students must wipe down any pieces of equipment before and after use.</p> <p>Staff will be responsible for ensuring all equipment used, tables and chairs etc. are wiped down for other classes.</p> <p style="text-align: center;">Staff room/ offices</p> <p>Each staffroom/ office will have the following:</p> <ol style="list-style-type: none"> 1. Tissues 2. Antiseptic wipes 3. Ramsol Spray 			
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				<p>.4. Hand sanitising gel</p> <p>Staff must use hand sanitising gel when they enter and leave the staff room. Desk and computers will be wiped down before use and after use.</p> <p>Gym</p> <p>The gym will have the following:</p> <ol style="list-style-type: none"> 1. Soap dispenser 2. Disinfectant spray 3. Tissues <p>Student and staff will use the hand sanitising gel when they enter and leave the gym. The students will wipe down the equipment before the session and after the session to ensure it is clean for the next Cohort of students.</p> <p>Staff will be responsible for ensuring all equipment used is wiped down for other classes.</p> <p>Tissues provided to be replenished as needed. Staff / students to use tissues when coughing or sneezing and then place the used tissue in the bin before washing hands or sanitising gel.</p> <p>Facilities to provide tissues, antiseptic wipes, Ramsol Spray, disinfectant spray and hand sanitising gel provided to be replenished as needed please service desk.</p>				
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				<p>Instructions provided on how to use the Ramsol</p> <p style="text-align: center;">Canteen</p> <p>Staff and student must wash hands before and after eating.</p> <p style="text-align: center;">Toilets</p> <p>Enhanced cleaning of all facilities throughout the day and touch point cleaning.</p> <p>Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal</p> <p style="text-align: center;">Catering and Hospitality</p> <p>Staff and students must wash hands before and after eating.</p> <p style="text-align: center;">Science</p> <p>Staff and students enter and leave the room they must wash or sanitize their hands</p> <p>When students enter room, they should spray and wipe down work area.</p> <p>Before students leave room they should put dirty equipment in bowls and return other equipment to trays.</p> <p>Before leaving students should spray and wipe down work surfaces.</p>				
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				<p>When transferring equipment between classes should be sprayed (bottles of chemicals) or wiped down (laptops, chargers, microscopes) and left for 15mins.</p> <p>After use, safety specs will be soaked in disinfectant for 15mins.</p> <p>Equipment will be quarantined for 72 hours if spraying or wiping is not considered effective or could damage equipment</p> <p>When techs clear up they will wear gloves and spray equipment before moving it to Prep Room</p> <p style="text-align: center;">Exams</p> <p>Exams rooms should be cleaned frequently. Especially exam desks and back of chairs to be wiped down and any other touch points.</p> <p>Staff and students should wash hands or use hand-sanitizing gel regularly.</p> <p style="text-align: center;">Water fountains</p> <p>All water fountains will have antiseptic wipes beside them. They must be used before use and after use. Water fountains will only be bottle use only.</p>				
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				<p>Signage to be displayed beside each water fountain. Staff and Students to be made aware of this.</p> <p style="text-align: center;">Printers</p> <p>All printers will have antiseptic wipes beside them. They must be used before use and after use.</p> <p>Signage to be displayed beside printers. Staff and students to be made aware of this.</p> <p style="text-align: center;">Sports</p> <p>Staff and students must wash hands regularly or sanitize hands using hand gel.</p> <p>All equipment must be wiped down before and after use.</p> <p style="text-align: center;">Hair and Beauty</p> <p>Hair and Beauty risk assessment to be updated.</p> <p style="text-align: center;">Equine</p> <p>Equine have a separate risk assessment for visitors coming on to site. Risk assessment to be reviewed.</p> <p>Staff and students to wash hands regularly or use sanitizing gel.</p>				
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				<p>All equipment must be wiped down before and after use.</p> <p>Residential</p> <p>Residential have updated risk assessment following government guidance.</p> <p>Nursery</p> <p>Nursery have updated risk assessment following government guidance.</p> <p>Springfield</p> <p>Springfield have updated risk assessment following government guidance.</p> <p>Transport</p> <p>Disinfectant spray will be provided in each minibus, buggy etc. The driver must wipe down steering wheel and any other touch points before use and after use.</p> <p>The Transport Coordinator will use ramsol spray on the inside of the bus after every use.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p>				
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				<p>Students borrowing College equipment</p> <p>Wipe down the equipment before handing out to the student. When the student returns the equipment, you can wipe down the piece of equipment</p> <p>Staff and student there after must wash hands or sanitize hands before and after touching equipment.</p> <p>Reusable equipment</p> <p>All reusable equipment should be wiped down before and after use.</p> <p>Vending Machines</p> <p>Hand Dispenser beside machines. Hands must be washed before and after use.</p> <p>Cleaners are responsible for ensuring</p> <p>Maintaining supplies and provision of suitable levels of soap and paper towels.</p> <p>Ensuring regular cleaning of handwashing, toilet facilities as well as touch points.</p>				
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				<p>Ensuring adequate supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p> <p>Cleaning plan in place for cleaning of each building, toilets, and contact points.</p> <p>Cleaners will be responsible for cleaning any areas that were used by a person displaying the symptoms of COVID 19.</p> <p>Staff and student must:</p> <p>All staff and parents briefed on expectations and need to self-isolate in event of symptoms / household member self-isolating etc. as per Government guidance</p>				
6.	College Covid 19 risk assessment	Access to & egress from site	Staff, students, visitors	<p>Visitors</p> <p>. All visitors must sign in at reception. Reception must keep a record for 21 days. On arrival and leaving College premises visitors are required to wash their hands. Ensure all visitors / building users are aware of expectations. Hand washing on entry and adhere to any restrictions on accessing parts of the building stipulated by the College. Signage will be available throughout the whole College including all areas accessed by staff and students, reminding them of good hygiene practises.</p>	3	3	9	

				<p>Staff On arrival and leaving all staff are required to wash hands</p> <p>Students On arrival and leaving all staff are required to wash hands</p>				
7.	College Covid 19 risk assessment	Contact points Equipment use printers, workstations, apparatus, machinery etc.	Staff, student and Visitors	<p>Classrooms/ Computer rooms Staff and Students must wipe down computers and desks before and after use. Where possible limit use of paper.</p> <p>Workshops/ labs All staff and students must wipe down any pieces of equipment before and after use. Where possible limit use of paper.</p> <p>Staff room/ offices Desk and computers must be wiped down before use and after use. Where possible limit use of paper.</p> <p>Gym The students will wipe down the equipment before the session and after the session to ensure it is clean for the next Cohort of students.</p> <p>Water fountains</p>	3	3	9	

				<p>All water fountains will have antiseptic wipes beside them. They must be used before use and after use. Water fountains will only be bottle use only.</p> <p>Signage to be displayed beside each water fountain. Staff and Students to be made aware of this.</p> <p>Printers</p> <p>All printers will have antiseptic wipes beside them. They must be used before and after use.</p> <p>Transport</p> <p>Disinfectant spray will be provided in each minibus, buggy etc. The driver must wipe down steering wheel and any other touch points before use and after use.</p> <p>Students borrowing College equipment for</p> <p>Wipe down the equipment before handing out to the student. When the student returns the equipment, you can wipe down the piece of equipment.</p> <p>Reusable equipment</p> <p>All reusable equipment should be wiped down before and after use.</p>			
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				<p>Cleaners are responsible for ensuring</p> <p>Regularly clean and disinfect common contact surfaces as well as touch point cleaning.</p>				
8.	College Covid 19 risk assessment	Proximity of Students/staff	Staff and Students	<p>Classroom and workshops</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p>Toilets</p> <p>Enhanced cleaning of all facilities throughout the day and touch point cleaning.</p> <p>Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal</p> <p>Staff rooms/offices</p> <p>Staff rooms/ offices to be 1 meter plus distancing. Perspex screens between staff members where appropriate. One curriculum team per staff room if possible. If staff rooms are not large, enough additional staff rooms will be created. Staff rooms/offices can have rotas in place to allow for social distancing. Staff rooms are marked out to show where staff can and cannot sit.</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p>	4	3	12	

				<p style="text-align: center;">LRC</p> <p>Perspex screens at reception to allow for social distancing between visitors and students.</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Beauty Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Discovery Centre Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p style="text-align: center;">Student Advice and Careers</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Canteen</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Catering and Hospitality</p>			
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				<p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Residential</p> <p>Residential have updated risk assessment following government guidance.</p> <p style="text-align: center;">Nursery</p> <p>Nursery have updated risk assessment following government guidance.</p> <p style="text-align: center;">Springfield</p> <p>Springfield have updated risk assessment following government guidance.</p> <p style="text-align: center;">Transport</p> <p>Perspex screens provided for mini bus drivers.</p> <p>Students must wear a mask at all-time using the minibuses.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p>Mini buses to be well ventilated at all times</p> <p>Transport coordinator to organise additional buses if required.</p>			
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9.	College Covid 19 risk assessment	Breaks	Staff, Students, Visitors	<p>Staff and students must wash hands prior to eating and after eating.</p> <p>Handwashing facilities available throughout the college. Hand Sanitizers available in all classrooms. All persons to wash hand or sanitise hands when entering and leaving the classroom, computer room, workshop or office.</p> <p style="text-align: center;">Canteen</p> <p>Staff and student must wash hands before and after eating.</p> <p style="text-align: center;">Catering and Hospitality</p> <p>Staff and students must wash hands before and after eating.</p> <p>All waste disposed of immediately. Bins regularly emptied by cleaning staff.</p>	3	3	9	
10.	College Covid 19 risk assessment	Travel off site	Staff, Students and visitors.	<p>All persons who use public transport must wear a facemask.</p> <p>All persons after use of Public transport must wash or sanitize hands when they arrive at college.</p> <p style="text-align: center;">Minibuses</p> <p>Perspex screens provided for mini bus drivers.</p>	2	2	4	

				<p>Students must wear a mask at all-time using the minibuses.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p>Mini buses to be well ventilated at all times</p> <p>Transport coordinator to organise additional buses if required.</p>				
11.	College Covid 19 risk assessment	Cleaning	Staff, Students, visitors	<p>Regular cleaning throughout the day as well as touch point cleaning e.g. door handles, taps, flush handles, toilet door handles are all thoroughly cleaned and disinfected regularly.</p> <p>Risk assessment obtained from contract cleaning staff for assurance on social distancing and their methods for cleaning the site each day in particular to the cleaning required for door handles etc.</p> <p>Thorough cleaning of rooms at the end of the day.</p> <p>When cleaning a contaminated area Cleaning staff to:</p> <ul style="list-style-type: none"> • Wear disposable gloves and apron • Wash their hands with soap and water once they remove their gloves and apron 	2	3	6	



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				<ul style="list-style-type: none"> Fluid resistant surgical mask if splashing likely Hands should be washed with soap and water for 20 seconds after all PPE has been removed. <p>PPE to be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished</p> <p>Any cloths and mop heads used must be disposed of as single use items.</p>				
12.	College Covid 19 risk assessment	Contractors	Staff, Students, Contractors	All contractors are to wash their hands or use alcohol-based hand gel upon entering the site.	2	2	4	
13.	College Covid 19 risk assessment	Lack of awareness of PHE / setting controls	Staff, Student, visitors	<p>Posters will be displayed in all areas of the College.</p> <p>Clear briefing for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance.</p>	2	3	6	
14.	College Covid 19 risk assessment	Provision of First aid	Staff, Students, visitors	It is accepted that social distancing cannot be maintained during the delivery of first aid, but physical contact should be kept to a minimum, and those administering first aid should wear PPE appropriate to the circumstances. Wash hands	4	4	16	

				<p>and ensure the affected area is cleaned upon completion</p> <p>Review first aid Risk Assessment</p> <p>Guidance for first aiders Try to assist at a safe distance from the casualty as much as you can and minimise the time you share a breathing zone.</p> <p>If they are capable, tell them to do things for you, but treating the casualty properly should be your first concern. Remember the 3P model – preserve life, prevent worsening, promote recovery.</p> <p>Preserve life: CPR</p> <ul style="list-style-type: none"> • Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms • Ask for help. If a portable defibrillator is available, ask for it <ul style="list-style-type: none"> • Before starting CPR, to minimise transmission risk, use a cloth or towel to cover the patient's mouth and nose, while still permitting breathing to restart following successful resuscitation <ul style="list-style-type: none"> • If available, use: <ul style="list-style-type: none"> ○ a fluid-repellent surgical mask <ul style="list-style-type: none"> ○ disposable gloves ○ eye protection ○ apron or other suitable covering 			
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				<p>Only deliver CPR by chest compressions and use a defibrillator (if available) – don't do rescue breaths (for CPR in paediatric settings see specific guidance from the Resuscitation Council UK)</p> <p>Prevent worsening, promote recovery: all other injuries or illnesses</p> <ul style="list-style-type: none"> • If you suspect a serious illness or injury, call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms • If giving first aid to someone, you should use the recommended equipment listed above if it is available • You should minimise the time you share a breathing zone with the casualty and direct them to do things for you where possible <p>After delivering any first aid</p> <ul style="list-style-type: none"> • Ensure you safely discard disposable items and clean reusable ones thoroughly • Wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible <p>Ensure all first aiders are made aware of procedures.</p>				
15.	College Covid 19 risk assessment	(Fire alarm activations etc.)	Staff, Students, Contractors, Visitors	College fire evacuation procedures reviewed to support social distancing guidance where possible including use of designated place of safety	2	3	6	



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16.	College Covid 19 risk assessment	Deliveries & Waste collection.	Staff, Students, Delivery drivers, Waste Collection Operatives	<p>Hands are to be thoroughly washed after handling all deliveries or waste materials.</p> <p>Waste collections made when the minimum number of persons are on site (i.e. after normal opening hours).</p>	2	3	6	
17.	College Covid 19 risk assessment	Staffing levels	Students, Staff	<p>Decisions on staffing levels made dependent on numbers / needs of students present</p> <p>Teachers to teach the same group as much as possible.</p>	4	3	12	Principal to be made aware if there is insufficient space or if there are insufficient available staff to teach students which may lead to partial closure or Closure of Curriculum areas.
18.	College Covid 19 risk assessment	Premises safety	Staff, Students, Visitors	<p>All 'normal' tasks / compliance checks are being carried out/planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc.</p> <p>All key services are operational.</p> <p>Flush all water outlets thorough in areas of the College, which have been closed for a period.</p> <p>Key fire doors are not being compromised / wedged open (those protected stairwells, cross-corridor, on single directional routes etc.)</p>	2	2	4	
19.	College Covid 19 risk assessment	Mental health	Staff	Mental health champions have continued to offer themselves as a source of support for any staff member who needs it.	2	2	4	

				<p>HR will have presence onsite when college open where staff can speak with them regarding any concerns.</p> <p>Staff can access the College's Employee Assistance Programme Lifework's, which has a COVID-19 Toolkit.</p> <p>If required staff can request that ab Occupational Health Referral</p>				
20 .	College Covid 19 risk assessment	Lockdown	Staff and Students	Procedures in place in case there is another lockdown or local lockdown.	3	3	9	College will follow PHE government guidance.

Risk Reduction Plan

<u>Action I/D No:</u>	<u>Actions:</u>	<u>By Who:</u>	<u>By When:</u>	<u>REVISED RISK RATING:</u>			
				<u>Date Completed:</u>	<u>L</u>	<u>S</u>	<u>R</u>
1.	<p>All staff that are due to return in August will discuss concerns with Manager/HR prior to returning to work.</p> <p>All staff and students who have underlying health conditions to be discussed with the manager prior to them returning to work/College.</p> <p>HR to complete all Individual risk assessments, for extremely vulnerable staff returning to work.</p> <p>Existing individual risk assessments reviewed by HR.</p>	HR/Health and Safety Advisor	19/07/2021	19/07/2021	3	4	12



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	<p>Existing EHCPs in place for students with any adaptations made as required.</p> <p><u>Clear message sent to parents, carers, students and staff that they are not to attend work/College if they are unwell and displaying symptoms of Covid-19, or if another member of their household has the symptoms of Covid-19.</u></p>						
2.	<p>Students, staff and other adults must not come into college if they have the following</p> <ul style="list-style-type: none"> • a new, continuous cough • a high temperature, or • has a loss of, or change in, their normal sense of taste or smell (anosmia) • A member of their household has COVID 19 symptoms • NHS test and trace has been in contact with you • You have arrived in England from abroad from a 'red list' country or from an 'amber list' country and not been fully vaccinated. <ul style="list-style-type: none"> • They have had a positive test <p>They must immediately cease to attend and not attend for at least 10 full days from the day of:</p> <ul style="list-style-type: none"> • Start of the symptoms 	Health and safety Advisors/ SLT	19/07/2021	19/07/2021	3	3	9

	<ul style="list-style-type: none"> • The test date if they didn't have any symptoms but have a positive test from a LFD and a confirmatory PCR. <p>Anyone told to self-isolate by NHS test and trace or by their public health protection team, has a legal obligation to self-isolate, but may leave home to avoid injury or illness or to escape the risk of harm.</p> <p>If a Staff member or student becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia).</p> <ul style="list-style-type: none"> • Staff or student must be sent home • To begin self-isolation. The isolation period includes the day the symptoms started and the next 10 full days. • Follow guidance for households with possible or confirmed coronavirus. • Arrange a PCR test as soon as possible. <p>Other members of their household should self-isolate. Their isolation period includes the day symptoms started for the first person in their household or the day the test was taken, whether this is the LFD or PCR test. If a member of the household displays COVID 19 symptoms, they need to restart the 10-day isolation period and book a test.</p> <p>If anyone tests positive whilst not experiencing symptoms but develop symptoms during the isolation</p>						
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	<p>period, they must restart the 10 self-isolation period from the day they developed symptoms.</p> <p>If a staff, member or student has a positive result from a LFD test after the 19 July, they and other members of their household should self-isolate. The staff member or parent should notify the College that they will not be attending the College on the basis of the LFD test result. The staff and student should order an immediate confirmatory PCR test.</p> <p>If the confirmatory test is taken with two days and the result is negative, they and other members of their household can stop self-isolating (unless they have developed symptoms or been instructed to self-isolate by test and trace for reasons). The staff member will be able to return to normal duties. The student should inform the college and return to face-to-face learning.</p> <p>If the confirmatory PCR test is positive (or is taken more than two days after the LFD), they and other member of their household must self-isolate until 10 days after the date of the LFD test (or the date their symptoms began, if they were symptomatic). The staff member and student should inform the college they have had a positive PCR test result and will not be attending the college for the period of their isolation.</p> <p>Anyone identified by NHS Test and Trace must self-isolate for 10 days from the date of the last contact with the positive case and not attend the college. Close contact should take a PCR test. If the PCR test is negative, they must continue to self-isolate for their full</p>						
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	<p>self-isolation period as they could still become infectious. If the result is positive the individual must self-isolate for 10 days from the date of the test.</p> <p>Close contact includes:</p> <ul style="list-style-type: none">• Anyone who lives in the same household as someone with COVID 19 symptoms or who has tested positive• Anyone who has had any of the following types of contact with someone who has tested positive for COVID 19 with a PCR or LFD test:<ul style="list-style-type: none">• Face to face contact including being coughed on or having face to face conversation within one meter• Been within one meter for one minute or longer without face to face contact• Been within 2 meters of someone for more than 15 minutes (either as a one-off contact, or added up together over the day)• Travelled in the same vehicle <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the student or staff member who is self-isolating subsequently develops symptoms or they have been told to self-isolate by the NHS Test and Trace or the Public Health protection team, in which case they must self-isolate. If someone from a group that have been asked to self-isolate develops symptoms themselves within 10 days from the day the individual tested positive, they should follow guidance for</p>						
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	<p>households with possible or confirmed COVID 19 infection.</p> <p>They should get a test and:</p> <ul style="list-style-type: none"> • If someone who is self-isolating because they have been in close contact with someone who has tested positive for COVID 19 starts to feel unwell and gets a test for COVID 19 themselves, and the test delivers a negative result, they must remain in self isolation for the remainder of the 10 days from the day the individual, with who they have had close contact, tested positive- this is because they could still develop COVID 19 within the remaining days. • If the test is positive, they should inform the college immediately and must self-isolate for at least 10 days from the onset of their symptoms. Their household should self-isolate from the day the individual in their household first had symptoms and the next 10 full days, following guidance for households with possible or confirmed COVID 19. <p>The College will not request evidence of a negative test result before welcoming back the Student or Staff member.</p> <p>From the 16 of August, in line with fully vaccinated adults, under 18s identified as close contact will not need to self-isolate and instead will be advised to take a PCR test.</p>						
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	<p>Children who are age under 5 years old who are identified as close contacts would only be advised to take a PCR test if the positive case is within their household.</p> <p>18 year olds will be subject to the same rules as adults and so if they choose not to get vaccinated, they will need to self-isolate if identified as a close contact.</p> <p>If a student displays COVID 19 or has a positive test, while at College, they should avoid the use of public transport and whenever possible be collected by a member of their family or household.</p> <p>If a student is awaiting collection, they should be moved, if possible and safe to do so to a room where they can be isolated behind a closed door, Appropriate adult supervision may be required depending on the age/ support needs/ vulnerability of the student. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area, which is at least 2 metres away from other people. If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. A request should be made to service desk to indicate the person displaying symptoms of COVID 19 has used a bathroom this will require cleaning.</p>						
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	<p>PPE should be worn by staff caring for the Student while they await collection if a distance of 2 metres cannot be maintained (such as a student with complex needs).</p> <p>Isolation rooms are:</p> <p>St Albans- First aid room in West Block. Key can be found in reception.</p> <p>Welwyn Garden City- First aid room is AB115- This room is left open and does not require a key.</p> <p>Borehamwood- one of the Small meeting room.</p> <p>The staff member should apply the use of PPE in accordance to PHE medical advice whilst caring for the student displaying symptoms. If it is not possible to maintain the 2m distance, then PPE is required (surgical facemask, apron, gloves). If risk of splashes a separate risk assessment will be required as well as a face shield) All emergency boxes that contain PPE will be stored in each building beside the first aid boxes. All staff members will be trained in the use of the PPE during the staff induction.</p> <p>They should wash their hands thoroughly for 20 seconds with soap and running water after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance. If a</p>						
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	<p>clean is required, this should be reported to service desk.</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>Anyone who displays symptoms of COVID 19 they should get a PCR test as soon as possible. The college can provide a PCR, or a PCR test can be booked from 119 or on the NHS testing and tracing for COVID 19 website.</p> <p>Staff and students who develop symptoms should follow the guidance on self-isolation and not return to the College until their period of self-isolation has been completed or until they have received their PCR test confirming they are negative.</p> <p>Any staff or student who has had a PCR test cannot have a LFD for the next 90 days.</p> <p>If the College has 2 or more confirmed cases within 14 days or an overall rise in sickness and absence where COVID 19 is suspected, the College could have an outbreak.</p>						
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	<p>As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise the College and on the most appropriate action to take.</p> <p>Staff members must report any case of COVID 19 to their line manager and HR</p> <p>All staff members and students made aware of protocols.</p> <p>Students and Staff are recommended to download NHS COVID 19- App to their mobile phones.</p> <p>If L.I.F.E students Anyone identified by NHS Test and Trace must self-isolate for 10 days from the date of the last contact with the positive case and not attend the college. Close contact should take a PCR test. If the PCR test is negative, they must continue to self-isolate for their full self-isolation period as they could still become infectious. If the result is positive the individual must self-isolate for 10 days from the date of the test.</p> <p>Fully vaccinated adults, under 18s identified as close contact will not need to self-isolate and instead will be advised to take a PCR test.</p>						
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3.	<p>Rapid Testing COVID 19 risk assessment</p> <p>Staff and students should continue to test twice a week if they attending the college over the summer.</p> <p>The rapid testing Centre has a separate risk assessment, which follows Government guidance and NHS guidance.</p> <p>Mass testing for all students on their return to Oaklands college. All students must have 2 LFDS tests, three to five days apart. There after students will be supplied with a home test kit. Students must have 2 LFD tests weekly, three to five days apart.</p> <p>Testing is voluntary but encouraged. If consent is provided, students will be asked to self- swab, if able to do so at the testing site and after 30 minutes should be informed of their results.</p> <p>On return to College, all staff members will be supplied with home test kits. Staff must have 2 LFD tests weekly, three to five days apart.</p> <p>Students who test positive during a LFD at college must follow government guidance and self-isolate for 10 days. Student who tests positive during a LFD Will need to do the following:</p> <ul style="list-style-type: none"> • Staff or student must be sent home • To begin self-isolation. The isolation period includes the day the symptoms started and the next 10 full days. 	SLT/ Health and Safety Advisor	19/07/2021	19/07/2021	3	4	12
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	<ul style="list-style-type: none">• Follow guidance for households with possible or confirmed coronavirus.• Arrange a PCR test as soon as possible. The PCR test should be booked immediately either online or by calling 119 and should be undertaken within 2 days. <p>When a staff member or student receives a negative PCR test, they can continue their normal duties. If the PCR test is positive, they must complete their 10-day self-isolation period.</p> <p>Any staff or student, who tests positive with a home Lateral Flow Test, will need to self-isolate in line with stay at home guidance. They will also need to arrange a PCR test to confirm the result if the test was done at home The PCR test should be booked immediately either online or by calling 119 and should be undertaken within 2 days If the PCR test is positive, they must complete their 10-day self-isolation. They must immediately cease to attend and not attend for at least 10 full days from the day:</p> <ul style="list-style-type: none">• The test date if they didn't have any symptoms but have a positive test from a PCR or LFD <p>If the PCR test result is negative, the staff or student can attend college.</p> <p>Any staff or student who has had a PCR test cannot have a LFD for the next 90 days.</p> <p>Any staff or student who has a negative home Lateral flow test can attend college.</p>						
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	<p>Any staff or student who has a void home lateral flow test must retest, until they achieve a valid result.</p> <p>All staff and student home tests must be reported to the NHS and the College even the void results.</p> <p>The college will retain a small on-site test centre, so we offer testing to students who are unable or unwilling to test themselves at home.</p>						
4.	<p style="text-align: center;">Summer</p> <p>The College will be closed to all learners during the summer period.</p> <p>Q & R staff, animal technicians and estates and facilities staff will mainly be in college at this time with teachers coming into interview occasionally.</p> <p style="text-align: center;">Classroom and workshops</p> <p>Staff giving demonstrations or showing students how to use a piece of equipment must wash hand or use hand-sanitising gel before demonstration and after demonstration.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Staff rooms/offices</p> <p>Staff rooms/ offices to be 1 meter plus distancing. Perspex screens between staff members where</p>	Facilities/ SLT/ Health and Safety Advisor	19/07/2021	19/07/2021	3	4	12



Oaklands College - Risk Assessment

	<p>appropriate. One curriculum team per staff room if possible. If staff rooms are not large, enough additional staff rooms will be created. Staff rooms/ offices can have rotas in place to allow for social distancing. Staff rooms are marked out to show where staff can and cannot sit.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">LRC</p> <p>Perspex screens at reception to allow for social distancing between visitors and students.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Reception to keep a temporary record of visitors on site for 21 days</p> <p style="text-align: center;">Reception use for prospective learners</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Perspex screens at reception to allow for social distancing between visitors and students.</p> <p>Staff and prospective students must use hand sanitizer when they enter and leave.</p>						
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	<p>Chairs and desks used to be cleaned after use by staff member</p> <p>Staff members and prospective learners can wear facemask if they wish to do so.</p> <p>Reception to keep a temporary record of visitors on site for 21 days.</p> <p style="text-align: center;">Beauty Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Beauty to keep a temporary record of visitors on site for 21 days.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Discovery Centre Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Student Advice and Careers</p>						
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	<p>Doors and windows should be left open to increase ventilation</p> <p style="text-align: center;">Canteen</p> <p>Chartwells to display NHS QR code for visitors</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Catering and Hospitality</p> <p>Stables to display NHS QR code for visitors Stables to keep a temporary record of visitors for 21 days</p> <p>Doors and windows should be left open to increase ventilation.</p> <p>Stables restaurant risk assessment for visitors to be reviewed.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Gym</p> <p>Equipment should be cleaned before and after use.</p>						
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	<p>Gym to be always ventilated, when in use.</p> <p>Students should wash hand or sanitize hands when they enter and leave the gym. Changing facilities</p> <p>Changing facilities will be locked, when not in use. Academies will be allocated changing rooms.</p> <p>Academies must provide timetable to facilities.</p> <p>Cleaners to regularly clean changing rooms.</p> <p>Commercial bookings need to let Facilities know if they are using the changing rooms, so they can arrange cleaning.</p> <p style="text-align: center;">Sports</p> <p>Staff and students must wash hands regularly or sanitize hands using hand gel.</p> <p>All equipment must be wiped down before and after use.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Hair and Beauty</p> <p>Hair and Beauty risk assessment to be reviewed.</p> <p style="text-align: center;">MMPA</p>						
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	<p>All staff and students must wash or sanitize their hands regularly.</p> <p>All equipment used must be wiped down before and after use.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Estates and Facilities</p> <p>Estates and Facilities staff must wash or sanitize their hands regularly.</p> <p>Must sanitize any tools or equipment before and after use.</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Science</p> <p>Staff and students should wash or sanitize their hands when they enter and leave the room.</p> <p>When students enter room, they should spray and wipe down work area.</p>						
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	<p>Before students leave room they should put dirty equipment in bowls and return other equipment to trays.</p> <p>Before leaving students should spray and wipe down work surfaces.</p> <p>When transferring equipment between classes should be sprayed (bottles of chemicals) or wiped down (laptops, chargers, microscopes) and left for 15mins. After use, safety specs will be soaked in disinfectant for 15mins.</p> <p>Equipment will be quarantined for 72 hours if spraying or wiping is not considered effective or could damage equipment</p> <p>When techs clear up, they will wear gloves and spray equipment before moving it to Prep Room</p> <p>Doors and windows should be left open to increase ventilation.</p> <p style="text-align: center;">Equine</p> <p>Staff and students to wash hands regularly or use sanitizing gel.</p> <p>All equipment must be wiped down before and after use.</p>						
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	<p>The head of department must keep a temporary record of liveries coming on to site for 21 days.</p> <p style="text-align: center;">Quality and Resource staff</p> <p>Some teams will work from home where not required to support staff and students. Some teams will operate a rota system so that there is a college presence where required e.g. HR</p> <p style="text-align: center;">This will be agreed by the Line Manager</p> <p style="text-align: center;">Commercial</p> <p>Commercial to keep a temporary record of visitors on site for 21 days.</p> <p style="text-align: center;">Residential</p> <p>Residential have a separate risk assessment following government guidance.</p> <p style="text-align: center;">Nursery</p> <p>Nursery have an updated risk assessment following government guidance</p> <p style="text-align: center;">L.I.F.E</p> <p>L.I.F.E have their updated risk assessment following government guidance.</p>						
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	<p style="text-align: center;">Transport</p> <p>Perspex screens provided for mini bus drivers.</p> <p>Students must wear a mask at all-time using the minibuses.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p>Windows must remain open for ventilation.</p> <p>Transport coordinator to organise additional buses if required.</p> <p>Staff and students who are exempt from wearing facemasks should wear sunflower lanyards.</p>						
5	<p>Arriving at the College and Leaving the College</p> <p>All Staff, students, and visitors to wash hands with soap regularly and thoroughly, for at least 20 seconds or use hand sanitising gel when they arrive and leave the College grounds. Hand washing technique to be adopted as directed by NHS guidance</p> <p style="text-align: center;">Moving between classroom</p> <p>Staff and students that move between rooms must wash their hands or use hand sanitiser when entering and leaving rooms. Hand washing technique to be adopted as directed by NHS guidance.</p>	Cleaners/ facilities/ SLT/ Health and Safety Advisor	19/07/2021	19/07/2021	3	4	12

	<p style="text-align: center;">Classrooms/ Computer rooms/ labs</p> <p>Each classroom will have the following:</p> <ol style="list-style-type: none"> 1. Hand sanitising gel 2. Tissues 3. Antiseptic wipes 4. Ramsol Spray <p>Student and staff will use the hand sanitising gel when they enter and leave the classroom and computer room. Staff and Students must wipe down computers and desks before and after use.</p> <p>Staff will be responsible for ensuring tables and chairs etc. are wiped down for other classes.</p> <p style="text-align: center;">Workshops</p> <p>Each workshop will have the following:</p> <ol style="list-style-type: none"> 1 Hand saining gel 2 Tissues 3 Antiseptic wipes 4 Ramsol Spray 5 Disinfectant spray, bucket and cloth to clean tools and equipment <p>Student and staff will use the hand sanitising gel when they enter and leave the workshop. All staff and</p>						
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	<p>students must wipe down any pieces of equipment before and after use.</p> <p>Staff will be responsible for ensuring all equipment used, tables and chairs etc. are wiped down for other classes.</p> <p style="text-align: center;">Staff room/ offices</p> <p>Each staffroom/ office will have the following:</p> <ol style="list-style-type: none"> 1. Tissues 2. Antiseptic wipes 3. Ramsol Spray .4. Hand sanitising gel <p>Staff must use hand sanitising gel when they enter and leave the staff room. Desk and computers will be wiped down before use and after use.</p> <p style="text-align: center;">Gym</p> <p>The gym will have the following:</p> <ol style="list-style-type: none"> 1 Soap dispenser 2 Disinfectant spray 3 Tissues <p>Student and staff will use the hand sanitising gel when they enter and leave the gym. The students will wipe</p>						
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	<p>down the equipment before the session and after the session to ensure it is clean for the next Cohort of students.</p> <p>Staff will be responsible for ensuring all equipment used is wiped down for other classes.</p> <p>Tissues provided to be replenished as needed. Staff / students to use tissues when coughing or sneezing and then place the used tissue in the bin before washing hands or sanitising gel.</p> <p>Facilities to provide tissues, antiseptic wipes, Ramsol Spray, disinfectant spray and hand sanitising gel provided to be replenished as needed please service desk.</p> <p>Instructions provided on how to use the Ramsol</p> <p>Canteen Staff and student must wash hands before and after eating.</p> <p>Toilets Enhanced cleaning of all facilities throughout the day and touch point cleaning.</p>						
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	<p>Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal</p> <p style="text-align: center;">Catering and Hospitality</p> <p>Staff and students must wash hands before and after eating.</p> <p style="text-align: center;">Science</p> <p>Staff and students enter and leave the room they must wash or sanitize their hands</p> <p>When students enter room, they should spray and wipe down work area.</p> <p>Before students leave room they should put dirty equipment in bowls and return other equipment to trays.</p> <p>Before leaving students should spray and wipe down work surfaces.</p> <p>When transferring equipment between classes should be sprayed (bottles of chemicals) or wiped down (laptops, chargers, microscopes) and left for 15mins. After use, safety specs will be soaked in disinfectant for 15mins.</p>						
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	<p>Equipment will be quarantined for 72 hours if spraying or wiping is not considered effective or could damage equipment</p> <p>When techs clear up they will wear gloves and spray equipment before moving it to Prep Room</p> <p style="text-align: center;">Exams</p> <p>Exams rooms should be frequently cleaned Especially exam desks and back of chairs to be wiped down and any other touch points.</p> <p>Staff and students should wash hands or use hand-sanitizing gel regularly.</p> <p style="text-align: center;">Water fountains</p> <p>All water fountains will have antiseptic wipes beside them. They must be used before use and after use. Water fountains will only be bottle use only.</p> <p>Signage to be displayed beside each water fountain. Staff and Students to be made aware of this.</p> <p style="text-align: center;">Printers</p> <p>All printers will have antiseptic wipes beside them. They must be used before use and after use.</p> <p>Signage to be displayed beside printers. Staff and students to be made aware of this.</p>						
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	<p style="text-align: center;">Sport</p> <p>Staff and students must wash hands regularly or sanitize hands using hand gel.</p> <p>All equipment must be wiped down before and after use.</p> <p style="text-align: center;">Hair and Beauty</p> <p>Hair and Beauty risk assessment to be updated.</p> <p style="text-align: center;">Equine</p> <p>Equine have a separate risk assessment for visitors coming on to site. Risk assessment to be reviewed.</p> <p>Staff and students to wash hands regularly or use sanitizing gel.</p> <p>All equipment must be wiped down before and after use.</p> <p style="text-align: center;">Residential</p> <p>Residential have updated risk assessment following government guidance.</p> <p style="text-align: center;">Nursery</p>						
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	<p>Nursery have updated risk assessment following government guidance.</p> <p style="text-align: center;">Springfield</p> <p>Springfield have updated risk assessment following government guidance.</p> <p style="text-align: center;">Transport</p> <p>Disinfectant spray will be provided in each minibus, buggy etc. The driver must wipe down steering wheel and any other touch points before use and after use.</p> <p>The Transport Coordinator will use ramsol spray on the inside of the bus after every use.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p style="text-align: center;">Students borrowing College equipment</p> <p>Wipe down the equipment before handing out to the student. When the student returns the equipment, you can wipe down the piece of equipment</p> <p>Staff and student there after must wash hands or sanitize hands before and after touching equipment.</p> <p style="text-align: center;">Reusable equipment</p>						
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	<p>All reusable equipment should be wiped down before and after use.</p> <p style="text-align: center;">Vending Machines</p> <p>Hand Dispenser beside machines. Hands must be washed before and after use</p> <p style="text-align: center;">Cleaners are responsible for ensuring</p> <p>Maintaining supplies and provision of suitable levels of soap and paper towels.</p> <p>Ensuring regular cleaning of handwashing, toilet facilities as well as touch points.</p> <p>Ensuring adequate supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p> <p>Cleaning plan in place for cleaning of each building, toilets, and contact points.</p> <p>Cleaners will be responsible for cleaning any areas that were used by a person displaying the symptoms of COVID 19.</p> <p style="text-align: center;">Staff and student must:</p>						
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	All staff and parents briefed on expectations and need to self-isolate in event of symptoms / household member self-isolating etc. as per Government guidance						
6	<p>Visitors</p> <p>. All visitors must sign in at reception. Reception must keep a record for 21 days. On arrival and leaving College premises visitors are required to wash their hands. Ensure all visitors / building users are aware of expectations. hand washing on entry and adhere to any restrictions on accessing parts of the building stipulated by the College. Signage will be available throughout the whole College including all areas accessed by staff and students, reminding them of good hygiene practises.</p> <p>Staff</p> <p>On arrival and leaving all staff are required to wash hands</p> <p>Students</p> <p>On arrival and leaving all staff are required to wash hands</p>	Health and Safety Advisor	19/07/2021	19/07/2021	3	3	9
7	<p>Classrooms/ Computer rooms</p> <p>Staff and Students must wipe down computers and desks before and after use. Where possible limit use of paper.</p>	Cleaners/ Health and Safety Advisor	19/07/2021	19/07/2021	3	3	9

	<p style="text-align: center;">Workshops/ labs</p> <p>All staff and students must wipe down any pieces of equipment before and after use. Where possible limit use of paper.</p> <p style="text-align: center;">Staff room/ offices</p> <p>Desk and computers must be wiped down before use and after use. Where possible limit use of paper.</p> <p style="text-align: center;">Gym</p> <p>The students will wipe down the equipment before the session and after the session to ensure it is clean for the next Cohort of students.</p> <p style="text-align: center;">Water fountains</p> <p>All water fountains will have antiseptic wipes beside them. They must be used before use and after use. Water fountains will only be bottle use only.</p> <p>Signage to be displayed beside each water fountain. Staff and Students to be made aware of this.</p> <p style="text-align: center;">Printers</p> <p>All printers will have antiseptic wipes beside them. They must be used before and after use.</p> <p style="text-align: center;">Transport</p>						
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	<p>Disinfectant spray will be provided in each minibus, buggy etc. The driver must wipe down steering wheel and any other touch points before use and after use.</p> <p>Students borrowing College equipment for</p> <p>Wipe down the equipment before handing out to the student. When the student returns the equipment, you can wipe down the piece of equipment..</p> <p>Reusable equipment</p> <p>All reusable equipment should be wiped down before and after use.</p> <p>Cleaners are responsible for ensuring</p> <p>Regularly clean and disinfect common contact surfaces as well as touch point cleaning.</p>						
8	<p>Classroom and workshops</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p>Toilets</p> <p>Enhanced cleaning of all facilities throughout the day and touch point cleaning.</p> <p>Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal</p>	SLT/ Health and Safety Advisor	19/07/2021	19/07/2021	3	3	9

	<p style="text-align: center;">Staff rooms/offices</p> <p>Staff rooms/ offices to be 1 meter plus distancing. Perspex screens between staff members where appropriate. One curriculum team per staff room if possible. If staff rooms are not large, enough additional staff rooms will be created. Staff rooms/ offices can have rotas in place to allow for social distancing. Staff rooms are marked out to show where staff can and cannot sit.</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">LRC</p> <p>Perspex screens at reception to allow for social distancing between visitors and students. Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Beauty Reception</p> <p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p style="text-align: center;">Discovery Centre Reception</p>						
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	<p>Perspex screen at reception to allow for social distancing between visitors and students.</p> <p>Student Advice and Careers</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p>Canteen</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p>Catering and Hospitality</p> <p>Rooms to be kept as well ventilated as possible (opening windows) or via ventilation units.</p> <p>Residential</p> <p>Residential have updated risk assessment following government guidance.</p> <p>Nursery</p> <p>Nursery have updated risk assessment following government guidance.</p> <p>Springfield</p>						
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	<p>Springfield have updated risk assessment following government guidance.</p> <p>Transport</p> <p>Perspex screens provided for mini bus drivers.</p> <p>Students must wear a mask at all-time using the minibuses.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p>Mini buses to be well ventilated at all times</p> <p>Transport coordinator to organise additional buses if required.</p>						
9	<p>Staff and students must wash hands prior to eating and after eating.</p> <p>Handwashing facilities available throughout the college. Hand Sanitizers available in all classrooms. All persons to wash hand or sanitise hands when entering and leaving the classroom, computer room, workshop or office.</p> <p>Canteen</p> <p>Staff and student must wash hands before and after eating.</p>	SLT/ Health and safety Advisor	19/07/2021	19/07/2021	3	3	9

	<p style="text-align: center;">Catering and Hospitality</p> <p>Staff and students must wash hands before and after eating.</p> <p>All waste disposed of immediately. Bins regularly emptied by cleaning staff.</p>						
10	<p>. All persons who use public transport must wear a facemask.</p> <p>All persons after use of Public transport must wash or sanitize hands when they arrive at college.</p> <p style="text-align: center;">Minibuses</p> <p>Perspex screens provided for mini bus drivers.</p> <p>Students must wear a mask at all-time using the minibuses.</p> <p>Staff and students must wash or sanitize hands before entering the minibus.</p> <p>Mini buses to be well ventilated at all times .Transport coordinator to organise additional buses if required.</p>	Health and Safety Advisor/ Transport Coordinator	19/07/2021	19/07/2021	2	2	4



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<p>11</p>	<p>Regular cleaning throughout the day as well as touch point cleaning e.g. door handles, taps, flush handles, toilet door handles are all thoroughly cleaned and disinfected regularly.</p> <p>Risk assessment obtained from contract cleaning staff for assurance on social distancing and their methods for cleaning the site each day in particular to the cleaning required for door handles etc.</p> <p>Thorough cleaning of rooms at the end of the day. When cleaning a contaminated area Cleaning staff to:</p> <ul style="list-style-type: none"> • Wear disposable gloves and apron • Wash their hands with soap and water once they remove their gloves and apron • Fluid resistant surgical mask if splashing likely • Hands should be washed with soap and water for 20 seconds after all PPE has been removed. <p>PPE to be double-bagged, then stored securely for 72 hours then thrown away in the regular rubbish after cleaning is finished</p> <p>Any cloths and mop heads used must be disposed of as single use items.</p>	<p>Health and Safety Advisor/ Cleaners</p>	<p>19/07/2021</p>	<p>19/07/2021</p>	<p>2</p>	<p>3</p>	<p>6</p>
<p>12</p>	<p>.All contractors are to wash their hands or use alcohol-based hand gel upon entering the site.</p>	<p>Health and safety Advisor</p>	<p>19/07/2021</p>	<p>19/07/2021</p>	<p>2</p>	<p>2</p>	<p>4</p>

13	<p>Posters will be displayed in all areas of the College.</p> <p>Clear briefing for all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance.</p>	Facilities/ Health and Safety Advisor	19/07/2021	19/07/2021	2	3	6
14	<p>It is accepted that social distancing cannot be maintained during the delivery of first aid, but physical contact should be kept to a minimum, and those administering first aid should wear PPE appropriate to the circumstances. Wash hands and ensure the affected area is cleaned upon completion</p> <p>Review first aid Risk Assessment</p> <p>Guidance for first aiders</p> <p>Try to assist at a safe distance from the casualty as much as you can and minimise the time you share a breathing zone.</p> <p>If they are capable, tell them to do things for you, but treating the casualty properly should be your first concern. Remember the 3P model – preserve life, prevent worsening, promote recovery.</p> <p>Preserve life: CPR</p> <ul style="list-style-type: none"> • Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms • Ask for help. If a portable defibrillator is available, ask for it 	Health and Safety Advisor	19/07/2021	19/07/2021	4	4	16



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	<ul style="list-style-type: none"> • Before starting CPR, to minimise transmission risk, use a cloth or towel to cover the patient’s mouth and nose, while still permitting breathing to restart following successful resuscitation <ul style="list-style-type: none"> • Please use: <ul style="list-style-type: none"> ○ a fluid-repellent surgical mask ○ disposable gloves ○ eye protection ○ apron or other suitable covering • Only deliver CPR by chest compressions and use a defibrillator– don’t do rescue breaths <p>Prevent worsening, promote recovery: all other injuries or illnesses</p> <ul style="list-style-type: none"> • If you suspect a serious illness or injury, call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms • If giving first aid to someone, you should use the Equipment provided. • You should minimise the time you share a breathing zone with the casualty and direct them to do things for you where possible <p>After delivering any first aid</p> <ul style="list-style-type: none"> • Ensure you safely discard disposable items and clean reusable ones thoroughly • Wash your hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible <p>Ensure all first aiders are made aware of procedures.</p> <p>Face masks to be made available in all first aid boxes</p>						
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15	College fire evacuation procedures reviewed to support social distancing guidance where possible including use of designated place of safety	Health and Safety Advisor	19/07/2021	19/07/2021	2	3	6
16	Hands are to be thoroughly washed after handling all deliveries or waste materials. Waste collections made when the minimum number of persons are on site (i.e. after normal opening hours).	Health and Safety Advisor	19/07/2021	19/07/2021	2	3	6
17	Decisions on staffing levels made dependent on numbers / needs of students present Teachers to teach the same group as much as possible.	SLT	19/07/2021	19/07/2021	4	3	12
18	All 'normal' tasks / compliance checks are being carried out/planned such as fire alarm testing, legionella controls, servicing of equipment, PAT testing etc. All key services are operational. Flush all water outlets thorough in areas of the College, which have been closed for a period. Key fire doors are not being compromised / wedged open (those protected stairwells, cross corridor, on single directional routes etc.)	Facilities	19/07/2021	19/07/2021	2	2	4



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19	<p>Mental health champions have continued to offer themselves as a source of support for any staff member who needs it.</p> <p>HR will have presence onsite when college open where staff can speak with them regarding any concerns.</p> <p>Staff can access the College's Employee Assistance Programme LifeWorks, which has a COVID-19 Toolkit.</p> <p>If required staff can request that ab Occupational Health Referral</p>	HR	19/07/2021	19/07/2021	2	2	4
20	<p>Procedures in place in case there is another lockdown or local lockdown.</p>	SLT/ Health and Safety Advisor	19/07/2021	19/07/2021	3	3	9

Relevant links

Overarching guidance for educational settings

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-further-education-provision/further-education-covid-19-operational-guidance>

Cleaning of non-healthcare settings <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings>

Guidance on infection prevention and control for COVID-19 <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>

First aid guidance <https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov>

Close contact services <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/close-contact-services>

Risk Assessment Review Dates

Date:17/09/2020

Date: 25/09/2020

Date: 25/02/2021

Date: 06/04/2021

Date: 18/05/2021

Date:19/07/2021