

RISK ASSESSMENT

Location	All Sapiaentia Education Trust premises			Assessment date	28/9/20
Activity	Operation of the school during the COVID pandemic in cold weather conditions			Assessor	Chris Lloyd HSO
Activity				Routine review	Monthly or in the event of a significant incident or material change.
Hazards	Who might be harmed /how	Risk control measures	Initial risk rating and score	Additional controls needed to further reduce risk (action number in brackets)	Outcome risk rating and Score
Covid-19	<p>Staff, Students</p> <p>Transmission of the virus via the air conditioning/ heating systems</p> <p>Growth of the virus within the community due to cold weather conditions</p>	<ul style="list-style-type: none"> • School coronavirus assessment in place together with SET guidance • Individual higher risk curriculum subject Risk Assessments (for example PE) reviewed by HoD to include control measures when bad weather means outdoor activities cannot take place. • It is important to stress that anyone with symptoms of COVID should not come to school/work and get tested as soon as possible. • All schools in the trust are required to confirm with their HVAC contractor that their heating/air conditioning systems are safe in line with HSE guidance. https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm • Schools with radiator heating systems do not pose a risk. • Adjustments to be made to heating levels as required to keep classrooms and indoor areas comfortable. Temperature in classrooms to be maintained ideally at 18°C or above. • Additional cleaning measures have been implemented with the introduction of fogging machines which disinfect whole rooms including soft furnishings, touch points, equipment, floors tables and chairs 	Adequate (5)	See additional comment below	Adequate (5)

<p>Heater breakdown</p> <p>Covid ventilation policy</p>	<p>Staff, Students</p> <p>Ill health caused by low temperatures including Cold Stress and Flu symptoms</p>	<ul style="list-style-type: none"> • All trust heaters are serviced on an annual basis by a competent person and inspected termly by the HSO. • Schools should have some redundancy built into their heating systems. If not, then schools should have other reasonable contingency measures to enable the school to continue to function. • If it is not possible to maintain a temperature of at least 16 degrees Celsius in the workplace as recommended in the Workplace (Health, Safety and Welfare) Regulations 1992 then staff and students may be sent home. • Some fresh air ventilation is vital to protect against potential airborne virus particulates therefore some windows in classrooms (but not all) may need to be opened during cold weather whilst the heating system is on. • Doors to classrooms should continue to be wedged open. • Fire doors in corridors must <u>not</u> be wedged open • Schools must evaluate dress code and allow employees to adapt their clothing where possible. This may involve multiple layers in line with the HSE thermal comfort guidelines. https://www.hse.gov.uk/temperature/thermal/controlling.htm • If staff feel unwell they should not be at work. 	<p>Acceptable (4)</p>		<p>Acceptable (4)</p>
<p>Ill Health and Stress</p>	<p>Staff, Students</p> <p>Caused by cold weather and potential large numbers of absentees through illness /stress</p>	<ul style="list-style-type: none"> • Please use a common-sense approach with regard to ventilating your work space and learning areas to make sure that classrooms do not become excessively cold. • Staff are not required to teach lessons that would usually be taught indoors in an outdoor setting if the weather conditions are inhospitable • All persons, particularly vulnerable individuals are recommended to have the flu vaccination 	<p>Adequate (5)</p>	<p>See additional comment below</p>	<p>Adequate (5)</p>

		<ul style="list-style-type: none"> • All staff members have access to the SET welfare provision through Validium • SET HR department will assist schools with the provision of supply staff if requested • Individuals identified as extremely clinically vulnerable or clinically vulnerable in line with government guidance have personal risk assessments 			
Slips trips and falls	Staff, Students Through falls resulting in sprains, strains fractures	<ul style="list-style-type: none"> • Paths and entrances to be gritted in line with school gritting policy • School rules around use of outdoor play equipment to be enforced • School has wet weather rules in place • SET footwear risk assessment in place • SET Snow and ice risk assessment template available to all schools in the trust 	Adequate (9)	For the avoidance of doubt final exit doors should not be wedged open in cold weather particularly if it is raining or snowing as entrance halls will become wet and slippery and create an additional hazard.	Adequate (9)

Additional comments:

In addition to current procedures in place at trust schools regarding the wearing of face coverings in corridors and communal spaces, we can confirm that all staff, students and visitors now have the option to wear a face covering in classrooms. Whilst this is not a control measure in the true sense - as face coverings are not considered PPE by the government's own definition, and they have stated they are not required to be worn in classrooms, the trust considers that they may limit the possibility of students and/or staff being required to self-isolate in the event a 'bubble' member tests positive for the Coronavirus. Their use in classrooms may also stem the amount of absences due to flu and other cold like symptoms.

C Lloyd
Health and Safety Officer
Sapientia Education Trust

METHODOLOGY FOR DETERMINING LEVEL OF RISK

		Consequence					
Likelihood		Extreme (5) <small>Death or permanent disablement</small>	Major (4) <small>Partial disablement Severe Injury</small>	Moderate (3) <small>Medical Treatment</small>	Minor (2) <small>First Aid Treatment</small>	Insignificant (1) <small>No Injuries</small>	
		Almost Certain (5)	25	20	15	10	5
		Likely (4)	20	16	12	8	4
		Possible (3)	15	12	9	6	3
		Unlikely (2)	10	8	6	4	2
		Rare (1)	5	4	3	2	1

Action levels		How the risk should be managed
16-25	Unacceptable	Use or activity to stop/ not go ahead, substantial and possibly immediate improvements or additional control measures needed.
10-15	Significant	Use or activity to stop/ not go ahead. Improvement or additional control measures needed.
05-09	Adequate	Use or activity may continue or go ahead BUT risks may be further reduced by some improvement to safety arrangements.
01-04	Acceptable	No further action, but ensure controls are maintained and reviewed.