



<p>The passage and transmission of virus.</p>	<p>Staff, agency staff, contractors, suppliers, pupils, parents / carers, visitors</p>	<p>Poor ill health or fatality due to exposure to harmful bacteria and viruses.</p>	<p>Keep updated via Government websites / LA (Sefton) Information.</p> <p>Doors to be wedged open in year 10/12 classes. Keep away from touching door handles.</p> <p>Cleaners to clean all occupied areas post school day and as directed. Continued use of hand sanitiser on entry to classrooms and comunal areas.</p> <p>Use of outside areas to be maximised in good weather.</p>	<p>3</p>	<p>4</p>	<p>12</p>	<p>None</p>	<p>2</p>	<p>2</p>	<p>8</p>	<p>Site Manager</p>	<p>Headteacher daily</p>
<p>Access to site and into the premises.</p>	<p>Staff, agency staff.</p>	<p>Ill health or fatality due to exposure to legionella bacteria, asbestos or unsafe services. Injury, ill health or fatality due to lack of fire protection and prevention controls, leading to fire spread or poor evacuation measures. Pest infestation such as rodents and nesting birds leading to contamination of harmful bacteria.</p> <p>Poor ill health or fatality</p>	<p>Hot waters systems are flushed in accordance with the Legionella Management Plan. The system is checked for leaks and the provision of hot water. Cold waters systems maintained to ensure quality drinking water.</p> <p>All statutory compliance checks are undertaken and records are maintained including the testing of fire door mechanisms, fire, smoke, panic and accessible toilet alarms. Asbestos disturbance or deterioration, gas supply, kitchen equipment (full clean cycles), ventilation (mechanical and natural), fixed and portable wiring, lifts (if scheduled tests are due during the past 6 months) and pest controls are checked and maintained.</p> <p>Contractors are instructed of the procedures in place before they commence any work by Site Manager</p> <p>Contractors only attend site with prior appointment via Site Manager</p> <p>Contractors will observe social distancing as much as reasonably possible, wear appropriate PPE and handwash or sanitise before, during and on completion of work, before and after eating or drinking or moving through the school.</p> <p>Any capital works which were suspended are subject to a review of all risk assessments before they recommence.</p>									

	contractors, suppliers, pupils	due to exposure to harmful bacteria and viruses.	<p>Any contractors will be confined to designated areas and by remaining in these areas and will not come in to contact with any other designated zones within the building. Movement times for contractors will be outside allotted times when staff and pupils are outside the building, to minimise potential contact.</p> <p>Site Manager briefing to Cleaning Supervisor, schedules changed to during working day to provide cleaning to areas used by pupils and staff</p> <p>Cleaning Supervisor to make Site Manager aware of any relating events such as if cleaner becomes ill etc.</p> <p>Site Manager liaising with Cleaner management.</p> <p>A survey of high contact points has been carried out and a thorough clean of the school has been undertaken. All frequently touched surfaces including door handles and door plates, taps, are cleaned with detergent.</p>	3	4	12	None	2	2	8	Site Manager	Headteacher WC 15/6/20
Poor personal hygiene	Staff, agency staff, contractors, suppliers, pupils, parents / carers, visitors	Poor ill health or fatality due to exposure to harmful bacteria and viruses.	<p>All unnecessary items are removed from classrooms including soft furnishings which may be hard to clean.</p> <p>Lidded bins will be used by staff and pupils for disposing of tissues and other water immediately.</p> <p>Waste procedures are in place for handling, double bagging and suitable storage in the event of waste being identified as potentially contaminated with corona virus.</p> <p>Emergency access routes will be maintained.</p>	3	4	12	None	2	2	8	Site Manager	Headteacher WC 15/6/20
	Staff, agency staff, contractors, suppliers, pupils, parents / carers, visitors	Poor physical and mental ill health, injury, or other loss arising from difficult access to premises and inability to socially distance, whether due to physical restrictions or behavioural issues.	<p>Parents / carers will not be permitted to congregate at school gates and signage will be in place to remind everyone of the 2-metre distance rule.</p> <p>Hand sanitiser is located at various areas, including entrances to the building. Liquid soap, hot water, disposable hand towels, disposable tissues and lidded bins are available in all areas.</p> <p>Signage is displayed throughout the school reminding everyone of the respiratory (coughs and sneezes) and hand hygiene procedures and social distancing measures in place. Signs are displayed at school gates, parents' area, reception area, staff room, classrooms, toilets and in office spaces.</p> <p>Staff, agency staff, contractors, pupils, parents / carers and visitors are informed and reminded in a variety of mediums of the new procedures to be adopted to prevent the spread of infection.</p>	3	4	12		2	2	8	Site Manager	Headteacher WC 15/6/20
	Staff, agency staff, contractors, suppliers, pupils, parents / carers, visitors	Poor ill health or fatality due to exposure to harmful bacteria and viruses. Anxiety due to fear of exposure or new procedures and behaviours.	<p>Handwashing is frequently encouraged, including on arrival at school, with soap and running water for 20 seconds.</p> <p>Pupils are encouraged to cover their mouth and nose with a tissue when coughing or sneezing and then discard the tissue in a lidded wastepaper bin. Disposable tissues should be provided for pupils. Catch it, bin it, kill it!</p>	3	4	12	None	2	2	8	Site Manager	Headteacher WC 15/6/20

	Staff, agency staff, pupils	Poor physical or mental ill health due to lack of staffing. Anxiety due to fear of exposure or new procedures and behaviours.	A trained first aider, designated safeguarding lead or deputy or SEN will be on site at all times.	3	4	12	Staff – pupil ratios will be frequently reviewed, taking into consideration government guidance.	2	2	8	Deputy Headteacher	Headteacher daily
			Outdoor space will be used where appropriate.	3	4	12	None	2	2	8	Deputy Headteacher	Headteacher daily
Visitors to the College	Staff, agency staff, contractors, suppliers, pupils, parents / carers, visitors	Poor ill health or fatality due to exposure to harmful bacteria and viruses. Anxiety due to fear of exposure or new procedures and behaviours.	<p>Visitors to the site must abide by the rules set out in this RA. They should sign in at the College office and must be accompanied at all times. They will be given a copy of the 'Protocol - Visitors and Contractors'</p> <p>NHS nurses using Upper and Lower halls. NHS guidelines followed for contact with pupils. They will use 6 tables as clean stations, to draw up the vaccines and to apply our PPE equipment, whilst the immunising tables are being cleaned down. An appointment system is also in place.</p>	3	4	12	None	2	2	8	Site Manager	Headteacher daily
Pupils who pose a threat of disruptive behaviour			Follow DFE advice: The Behaviour Policy has been reviewed to ensure it covers COVID-19 and the sanctions which will be in place for any person who wilfully disrespects the control measures.									
	BAME community	Poor ill health or fatality due to exposure to harmful bacteria and viruses.	Government guidelines recommend all individuals should now return to work.									
	Staff, agency staff, pupils, parents /	Poor ill health or fatality due to exposure to harmful bacteria and		3	4	12	None	2	2	8	Deputy Headteacher	SLT weekly

Staff/Pupils confirmed as having COVID-19	carers	viruses. Anxiety due to changes.	Staff/pupils are instructed not to attend school if they are displaying symptoms and to inform the College of illness in the usual manner.																
	Staff, agency staff, pupils, parents / carers	Increased risk of closer contact to support a pupil. Poor psychological wellbeing of all concerned.	Parents/carers should monitor their child's health and refrain from sending them to school if they or any member of the household is displaying symptoms.  Follow the advice of the GP and self-isolate. If a pupil becomes unwell whilst at school, they will be escorted from the room to M4 on Upper Site and the Chapel at Lower Site. The First aider will be called and wearing PPE will wait with the pupil until he or she is picked up from the College. The Office will be notified to call home using the College Radios. A letter will be sent home with the child to explain the reason for removing him/her from the hall.  Isolation procedure. Contact LA. Identify area of isolation within school. Upsite outside covered entrance. Lower Site outside under covered way. Head Teacher / SLT action / decision on school closure. Contact Hospital / Ambulance as required. Evacuation plan for any potential infected cases or as situation dictates. Deep clean of identified areas prior to normal cleaning. (Please see above for details of Deep Cleaning.) Staff/pupils are instructed not to attend school if they are displaying symptoms.	3	4	12	None	2	2	8	Assistant Headteachers	SLT weekly							
	Staff, agency staff, pupils, parents / carers	Poor ill health / psychological wellbeing of all concerned.	Follow the advice of the GP and self-isolate. If a pupil becomes unwell whilst at school, they should be kept in a separate well-ventilated room whilst they await collection.  The member of staff should keep a 2-metre distance and if this is not possible staff and if possible, the pupil must wear face protection.  If a member of staff displays signs of COVID-19 they will be sent home. Staff/Parents/Carers should notify the school immediately.  Staff and pupils should refrain from attending school and should self-isolate. Advice from the GP and Public Health England should be followed.  Where possible the infected person may be tested before being allowed back to school.  Anyone administering first aid will use appropriate PPE. This may require the need for the first aider and the casualty to both wear face masks.	3	4	12	None	2	2	8	Assistant Headteachers	SLT weekly							
Dealing with any medical emergencies	Staff, agency staff, pupils, parents / carers	Poor ill health or fatality due to exposure to harmful bacteria and viruses. Increased risk of closer contact to provide support. Poor psychological wellbeing of all concerned.	Staff/pupils are instructed not to attend school if they are displaying symptoms.  Follow the advice of the GP and self-isolate. If a pupil becomes unwell whilst at school, they should be kept in a separate well-ventilated room whilst they await collection.  The member of staff should keep a 2-metre distance and if this is not possible staff and if possible, the pupil must wear face protection.  If a member of staff displays signs of COVID-19 they will be sent home. Staff/Parents/Carers should notify the school immediately.  Staff and pupils should refrain from attending school and should self-isolate. Advice from the GP and Public Health England should be followed.  Where possible the infected person may be tested before being allowed back to school.  Anyone administering first aid will use appropriate PPE. This may require the need for the first aider and the casualty to both wear face masks.	3	4	12	None	2	2	8	Site Manager	Headteacher daily							
Lack of PPE	Staff, agency staff, pupils, parents / carers	Poor ill health or fatality due to exposure to harmful bacteria and viruses. Increased risk of closer contact to provide support. Poor psychological wellbeing of all concerned.	If CPR is required, emergency services should be called using a mobile phone (if possible), where screens and controls can be wiped clean with suitable wipes. The call should be handsfree with direct instruction available to the first aider. The UK Resuscitation Council and Voluntary aid organisations advise against mouth to mouth and advise chest compressions only are administered. The first aider should assess the situation and work with the emergency services. Mouth to mouth should not be considered without a resus life aid or mask.  Every care should be taken not to come into contact with body fluids. If a teacher should become unwell due to stress and have to leave the premises then they should inform the SLT member on duty who will call upon one of the timetabled replacements. The College absence policy would then be followed as usual by that member of staff.	3	4	12	None	2	2	8	Site Manager	Headteacher daily							

Staff, agency staff, pupils, parents / carers		However Face Masks will be available.  The use of PPE should continue as normal for any pupil whose care routinely requires this.	3	4	12	None		2	2	8	Site Manager	Headteacher daily							
Staff, agency staff, pupils, parents / carers, visitors		If contact is necessary gloves, apron, face mask and possibly eye protection may be worn.	3	4	12	None		2	2	8	Site Manager	Headteacher daily							

All close contacts of suspected or confirmed cases of the Omicron variant of COVID-19 must self-isolate and book a PCR test, regardless of age or vaccination status.

Staff, agency staff, pupils, parents / carers  
  
Poor ill health or fatality due to exposure to harmful bacteria and viruses. Poor psychological wellbeing of all concerned.

NHS Test and Trace or local health protection teams will contact close contacts directly. The College is not expected to undertake or assist with contact tracing unless there are exceptional circumstances.

3 4 12 None 2 2 8 Site Manager Headteacher daily

Likelihood	1 Very Unlikely	2 Unlikely	3 Fairly Likely				
Consequences							
5. Catastrophic	5	10	15	20	25	20-25	<b>Stop</b> – stop activity and take immediate action
4. Major	4	8	12	16	20	15-19	<b>Urgent action</b> – take immediate action and stop activity if necessary, maintain existing controls rigorously
3. Moderate	3	6	9	12	15	11-14	<b>Action</b> – improve within specified timescale
2. Minor	2	4	6	8	10	6-10	<b>Monitor</b> – look to improve at next review or if there is a significant change

1. Insignificant	1	2
------------------	---	---

4	5	1-5	No action – no further action but ensure controls are maintained and reviewed
---	---	-----	---