

				2	4	8	None	2	2	4	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>	2	4	8	None	2	2	4	Site Manager	Headteacher daily
Pupils who pose a threat of disruptive behaviour			<p>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.</p>									
	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 / carers	Poor ill health or fatality due to exposure to harmful bacteria and viruses. Anxiety due to changes.	<p>Staff/pupils are instructed not to attend school if they are displaying symptoms and to inform the College of illness in the usual manner.</p>	2	4	8	None	2	2	4	Deputy Headteacher	SLT weekly
	Staff, agency staff, pupils, parents / carers	Increased risk of closer contact to support a pupil. Poor psychological wellbeing of all concerned.	<p>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.</p> <p>Follow the advice of the GP and self-isolate.</p> <p>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.</p> <p>Isolation procedure. Contact LA.</p>	2	4	8	None	2	2	4	Assistant Headteachers	SLT weekly

Staff/Pupils confirmed as having COVID-19	Staff, agency staff, pupils, parents / carers	Poor ill health / psychological wellbeing of all concerned.	<p>Identify area of isolation within school. Upersite outside covered entrance. Lower Site outside under covered way.</p> <p>Head Teacher / SLT action / decision on school closure.</p> <p>Contact Hospital / Ambulance as required.</p> <p>Evacuation plan for any potential infected cases or as situation dictates.</p> <p>Deep clean of identified areas prior to normal cleaning. (Please see above for details of Deep Cleaning.)</p> <p>Staff/pupils are instructed not to attend school if they are displaying symptoms.</p>	2	4	8	None		2	2	4	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.	<p>Follow the advice of the GP and self-isolate.</p> <p>If a pupil becomes unwell whilst at school, they should be kept in a separate well-ventilated room whilst they await collection.</p> <p>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.</p> <p>If a member of staff displays signs of COVID-19 they will be sent home. Staff/Parents/Carers should notify the school immediately.</p> <p>Staff and pupils should refrain from attending school and should self-isolate. Advice from the GP and Public Health England should be followed.</p> <p>Where possible the infected person may be tested before being allowed back to school.</p> <p>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.</p>	2	4	8	None		2	2	4	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.	<p>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.</p> <p>Every care should be taken not to come into contact with body fluids.</p> <p>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.</p>	2	4	8	None		2	2	4	Site Manager	Headteacher daily
	Staff, agency staff, pupils, parents / carers		<p>Face Masks will be available.</p> <p>The use of PPE should continue as normal for any pupil whose care routinely requires this.</p>	2	4	8	None		2	2	4	Site Manager	Headteacher daily

3. Moderate	3	6	9	12	15	11 14	Action – improve within specified timescale
2. Minor	2	4	6	8	10	6-10	Monitor – 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