



General Details

Assessor	Alastair Sneddon
Assessment Date	01/04/2020
Assigned Reviewer	Alastair Sneddon
Next Review Date	03/05/2021

Associated with specific area

Aspire Academy Trust Head Office > Core Services > Core Services

Assessment Title	Risk to site staff from Covid 19
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Assessment Description


Maintaining the operation and security of open and closed schools

Overall Current Risk


Medium



Persons Affected









 Contractors

 Lone Workers

 Site Management Staff

Hazards

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
 Infection Risk of contracting Covid 19 amongst team due to current health issues	Rare	Serious	Low 	Site Managers that fall within the highly vulnerable category will not be required to work at schools and will be asked to shield at home

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
				Site managers that fall within the category of underlying illness will not be asked to enter an operational school and will be given guidance in entering a school where there may be residual risk of infection (described below)
 Infection Risk of contracting Covid 19 in closed schools	Rare	Serious	Low 	Closed schools are not to be accessed by anybody other than site managers Site managers to not enter schools that have been occupied within the last 72 hours except in an emergency Site managers to check MASweb, where available, to confirm that building has remained unoccupied Site managers to be aware that public facing aspects of the building such as gates, front door handles may have been contaminated even if building has been unoccupied so should wear gloves on approach and entry. Whilst no PPE will be required once inside buildings under the measures above, site managers should regularly wash hands for 20 seconds and avoid touching their faces
 Infection Risk of contracting Covid 19 in open schools	Unlikely	Serious	Medium 	Site managers should visit schools outside operating hours in order to carry out compliance and necessary repairs On these visits they should be aware of residual hazards on surfaces. Gloves should be worn throughout (changed/sanitised/washed as necessary), avoiding touching face. Duration of visits should be kept to a minimum Where there is an issue within an operating school severe enough to result in full closure or closure of a significant area of the school this should be reported to Alastair Sneddon by the onsite staff. A site manager or contractor will be called to the school to resolve the issue. The onsite staff will be asked to vacate the area where the site manager/contractor will need to work and to respect 2m social distancing of the person responding to the issue. This may involve opening alternative external doors to access the area to avoid passing through occupied areas. The site manager attending will wear gloves throughout. They will wear a mask if they are having to work near occupants (even if this is greater than 2m)
 Infection Use of contractors	Rare	Serious	Low 	In order to reduce the risk of transfer of Covid 19 into schools from 3rd parties, contractors will only be called out and allowed access to schools in the case of an emergency If they are called in they will respect the guidance issued to site managers for entering an occupied or unoccupied school
 Other (See: Hazard Details) Ensuring compliance when there are Covid 19 measures in place restricting contractor access to buildings	Unlikely	Moderate	Low 	All externally conducted compliance in closed schools will be postponed. This will take place prior to re-opening Fire alarm tests will be continued to be carried out Legionella flushing of all lines will take place weekly to ensure that a the risk is controlled Security inspections will take place weekly

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
				<p>In the open schools weekly and monthly site manager checks will take place. In addition site managers will take temperature checks in lieu of contractor checks. Any closed complete buildings on the school campus will be treated in the same way as closed schools</p> <p>Where compliance inspections requiring a contractor expire an assessment of the risk of not completing the action against the risk of infection will be taken.</p>

Assessment Acceptance

Name	Job Title	Signature	Date
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