

<b>Type of Risk</b>	Coronavirus (including Omicron variant)
<b>Date of Risk Assessment</b>	Updated December 2021

<b>Hazard Potential hazards include:</b>	<b>Who might be involved?</b>	<b>Level of Risk L/M/H</b>	<b>Control measures</b>
1. Risk that safety measures in place are either not followed or are insufficient to promote the appropriate level of safety in the College	Students, staff, visitors		<ol style="list-style-type: none"> <li>Weekly covid safety audits to be carried out by members of the senior team. Any issues raised to be corrected immediately, and improvements to be discussed in the weekly SLT meetings, or in a separate Covid focused SLT meeting if required.</li> <li>Covid mitigation measures are discussed weekly the SLT meeting (or more often if required). Improvements and changes to Covid safety measures / rules are discussed and implemented as appropriate in order to promote the safety of all members of the College community.</li> </ol>
2. Risk of students, staff and visitors with symptoms coming into College	Students, staff, visitors		<ol style="list-style-type: none"> <li>Students and staff are aware that they should not to come into College if they are suffering from symptoms which may be caused by Covid, including the following symptoms: <ul style="list-style-type: none"> <li>High temperature</li> <li>A new, continuous cough</li> <li>Loss or partial loss of taste or smell (anosmia)</li> </ul> Students who are absent from college due to illness are asked to take a lateral flow test to confirm that their symptoms are not caused by Covid, and when suffering from cold / flu like symptoms students will be asked to take a PCR test. </li> </ol>

3. Risk of students, staff and visitors in College who are infected with coronavirus and spreading the infection to others.	Students, staff & visitors (parents, contractors etc)		<ol style="list-style-type: none"> <li>1. Students, staff, parents and visitors are informed / reminded of the Covid safety rules, and to be informed of any change to these</li> <li>2. Anyone developing symptoms to return home immediately and self-isolate until a negative PCR result is received, and if the result is positive, to continue to isolate for the full 10-day period following the onset of symptoms.</li> </ol>
4. Risk of close students / staff contracting Covid following close contact with a student or member of staff who tests positive.	Students, staff, visitors		<ol style="list-style-type: none"> <li>1. On learning of a positive case, students / staff who were in lessons with the infected student within 48 hours of the onset of their symptoms / positive test result (whichever is earlier) to be told to take a lateral flow test immediately, either in college or before they come in if they are still at home.</li> <li>2. These students / staff to be told to take a LFT each morning before coming into college for the remainder of the 10-day period following the possible close contact, and to email photographic evidence of their negative test strip to the college.</li> <li>3. These students / staff to be told to take a PCR test on the 5<sup>th</sup> day after contact may have taken place (or earlier if they develop symptoms, and in which case, they should not come into college), and to provide evidence of the negative result.</li> <li>4. A member of the senior team should carry out a contact tracing exercise with the infected student / member of staff to identify any possible close contact outside of lesson times, and these students / staff identified to be asked to followed the measures described above.</li> <li>5. The parents of students affected by the above to be contacted by email and asked to ensure the daily LFTs are carried out.</li> <li>6. Staff to be notified that there has been a case in the college, and to be informed of any related requirement for remote teaching during this time.</li> </ol>
5. Risk of close students / staff contracting the Omicron variant following close contact with a student or member	Students, staff, visitors		<p>In the event of a confirmed case of the Omicron variant within the college:</p> <ol style="list-style-type: none"> <li>1. A full contact tracing process will be carried out to ensure we have done all we can to identify any students and staff who were in close contact with the infected individual within 48 hours of the onset of their symptoms / positive test result (whichever is earlier).</li> <li>2. Students / staff who are considered to have been in close contact with the infected individual will be required to self-isolate for a period of 10 days from the date that contact took place.</li> <li>3. These students / staff to be told to take a LFT each day during the 10-day isolation period following the possible close contact, and told to notify the college if the result is positive.</li> </ol>

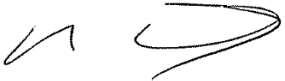

of staff who tests positive.			<ol style="list-style-type: none"> <li>These students / staff to be told to take a PCR test on the 5th day after contact may have taken place (or earlier if they develop symptoms), and to provide evidence of the negative result.</li> <li>The parents of students who have been identified as close contacts to be contacted by email to explain the requirement for a 10-day period of isolation and to ask them to ensure the daily LFTs and PCR test are carried out as described above.</li> <li>Staff to be notified that there has been a case in the college, and to be informed of any related requirement for remote teaching during this time.</li> </ol>
6. Risk of spreading in College	Students, staff, visitors		<p>Cleaning, to be carried out or overseen by Sunny and Amela, reporting to NW:</p> <ol style="list-style-type: none"> <li>Thorough, daily cleaning of the college buildings</li> <li>Regular cleaning of all touch points, including door handles, hand rails etc during the day</li> <li>Thorough cleaning at the end of each day</li> <li>Antibacterial cleaning wipes available in every room in College for use as required</li> </ol> <p>Hygiene:</p> <ol style="list-style-type: none"> <li>Students, staff and visitors instructed to wash hands on arrival and before leaving the College buildings (or use the hand sanitiser provided if unable to wash hands)</li> <li>Hands to be sanitised when entering and leaving classrooms using the sanitiser provided</li> <li>Hand sanitiser units available in each room and in entrances and communal areas the College buildings</li> <li>Raise awareness verbally and by displaying appropriate signage of the catch it, bin it, kill it message for coughs, runny noses and sneezes</li> </ol> <p>Social distancing:</p> <ol style="list-style-type: none"> <li>Larger classrooms to be allocated larger classes to allow as much space as possible and reduce the need for desk sharing</li> <li>Caretaker to arrange desks with appropriate spacing, supervised by NW</li> <li>Teachers to remind students respect distancing</li> <li>Appropriate signage displayed throughout the College</li> </ol> <p>Face coverings:</p> <ol style="list-style-type: none"> <li>Face coverings to be worn at all times in the college buildings, unless in one-to-one tutorials, small meetings where appropriate distancing is possible, or when working alone</li> </ol>

			<ol style="list-style-type: none"> <li>2. Appropriate signage is displayed to remind students, staff and visitors of where face coverings should be worn</li> <li>3. Staff to prompt students to wear face coverings as appropriate</li> <li>4. Staff to request that students wear face coverings, with support from SLT as required</li> </ol> <p>Ensuring covid mitigation measures are followed:</p> <ol style="list-style-type: none"> <li>1. Regular communications detailing the College's safety measures and rules to be sent to students, staff and parents</li> <li>2. Signage outlining college covid mitigation measures to be displayed in all classrooms</li> <li>3. Staff teaching Period 1 lessons on Mondays and Thursdays to check if students have taken a lateral flow test before coming into college, and if not, to send them to reception to collect a test kit.</li> <li>4. Appropriate signage to be displayed throughout the College to remind students, staff, parents and visitors of the college covid mitigation measures.</li> </ol>
7. Risk of students, staff and taking public transport to travel into college	Students and staff		<ol style="list-style-type: none"> <li>1. Students and staff to be advised that, if using public transport, to ensure they wear a face covering and that they wash (or at least) sanitise their hands after their journey and before entering the College.</li> </ol>
8. Risk of passing on infection by close contact in common areas	Students and staff		<ol style="list-style-type: none"> <li>1. Limited numbers of students permitted in certain areas (i.e. common room, etc) and for this to be enforced by regular checks by members of staff and appropriate signage. Similar limits for staff room.</li> <li>2. Students to be told to leave congested areas and relocate either outside or to available classrooms for any breaks, so that appropriate distance can be maintained</li> <li>3. Students to be discouraged from gathering in large groups, and this to be enforced by members of staff, communications (including, but not only, via PT sessions) and by displaying appropriate signage throughout the College</li> </ol>
9. Risk of unnecessary close contact when	Students and staff		<ol style="list-style-type: none"> <li>1. Students to enter classrooms straight away at the beginning of lessons, rather than queueing and waiting to be allowed in</li> </ol>

entering / leaving classrooms			2. Science teachers to allow students straight into labs where they feel this is safe
10. Risk of passing on infection due to close contact in tests / exams	Students and staff		1. Limit on numbers permitted in rooms used for tests and exams is in place. 2. Desks to be spaced based on at least 1m between students.
11. Risk of infection due to shortage of protective equipment	Students and staff		1. Hand sanitiser is ordered on a regular basis to ensure there is plenty available. There are hand sanitiser dispensers in classrooms, rooms being used for tests and at key points in College, entrances etc. 2. Spare disposable masks are available in reception and in Room 5 if required. 3. Stock of gloves and masks is available from the Bursar's office in case of need. 4. Lateral flow testing kits are kept in stock in case needed for onsite testing, or if students / staff require kits to take home.
12. Risk of infection could increase with poor ventilation	Students and staff		1. Windows and doors to be open at all times during College hours to ensure adequate ventilation. 2. Air con systems have recently been serviced (Aug 2021).
13. Risk of surfaces becoming contaminated during the day	Students and staff		1. Cleaning of all rooms and common areas in use to take place each day. 2. Additional cleaning of all touch points, including door handles, hand rails etc throughout the day, together with toilets, desks, keyboards and phones as required 3. Antibacterial wipes provided in classrooms and offices for staff / students to sanitise their workspace.
14. Risk to staff when attending meetings			1. Staff are given the option to attend meetings via Zoom (only for limited numbers as dictated by the space) 2. Masks to be worn in staff meetings.
15. Risk of students, parents and staff who travel to and return from	Students, staff & visitors (parents,		1. All parents and students / staff have been asked to notify the office of any recent travel to the affected countries, or any plans to travel to these countries in future, and to observe the relevant periods of isolation. Remote learning may be provided in these circumstances.

countries with high levels of infection becoming infected with coronavirus and spreading the infection to others	contractors etc)		
16. Risk to students, staff, parents and visitors may be increased if the College is unaware of changes to official advice about Coronavirus and / or changes to the virus itself or the way in which it is spread and treated.	Students, staff & visitors (parents, contractors etc)		<ol style="list-style-type: none"> <li>1. In addition to the regular Coronavirus updates we receive from the ISA, our solicitors and our Health &amp; Safety advisors, we actively monitor changes to advice via the DfE, NHS and UK Gov websites. Should there be changes to official advice etc, the Coronavirus posters, signage and this risk assessment will be updated accordingly.</li> <li>2. Staff are encouraged to bring any points or changes of which they become aware to the attention of SLT.</li> </ol>
17. Increased risk to those with weakened immune systems – these people are likely to be more susceptible to the virus and to be affected it by it more severely.	Students, staff & visitors (parents, contractors etc) Particularly pregnant women, older people, those with long-term conditions		<ol style="list-style-type: none"> <li>1. The measures in place, as described above are designed to protect all students, staff and visitors to the College, regardless of the current state of their health.</li> <li>2. Staff wellbeing has also been considered, and staff have been encouraged to discuss any Covid associated concerns, anxiety either with their VP, HoD or with Geraldine Crehan, in-house psychotherapist, who has offered support for such cases.</li> </ol>

	such as diabetes, cancer and chronic lung disease.		
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<b>Signed by Principal</b>	
<b>Name (please print)</b>	<b>Bernard Canetti</b>
<b>Date</b>	<b>December 2021</b>
<b>Signed by Bursar</b>	
<b>Name (please print)</b>	<b>Nick Webb</b>
<b>Date</b>	<b>December 2021</b>