



# COVID-19 Risk Assessment



Barnard Castle School		Site/Location:	Newgate and Westwick Road
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Description of activity:	<b>Return to School – 8<sup>th</sup> March 2021</b>
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When identifying hazards & determining controls the Assessor shall consider all elements of the activity, access to the area, liaison with other members of staff or visitors and hazards outside the immediate area, In all cases the residual risk shall be reduced to as low as is reasonably practicable.

This Risk Assessment considers COVID-19 Risks only.

Likelihood evaluation	Severity (consequence) evaluation
1 = very unlikely to happen	1 = very minor consequences with little or no harm (no significant injuries and / or damage)
2 = small chance of happening	2 = notable consequences with small amount of harm (very minor injuries and / or damage)
3 = reasonable chance of happening	3 = moderate consequences with notable harm (e.g. lost time injury and / or notable damage)
4 = good chance of happening	4 = severe consequences with significant harm (e.g. major injury and / or significant damage)
5 = almost certain chance of happening	5 = very severe consequences with devastating harm (e.g. fatality(ies) and / or very serious damage)

Risk Evaluation = Likelihood x Severity. Key:		
1-2	No Action	Risk is low. There is little or no chance of harm occurring and, if it does, the consequences are minor.
3-6	Monitor	Risk is relatively low – monitor the situation, reviewing if new mitigations become reasonably practicable to further reduce the risk
7-12	Action	Risk is moderate – take action with a reasonable timescale to mitigate the risk
13-16	Urgent Action	Risk is high – take immediate action to mitigate risk or stop work if no immediate action practicable
17-25	Stop Work	Risk is very high – stop activities immediately.

Residual risk level is the level of risk that remains after control measures are implemented.

The level of residual Risk must be less than 7 = No Action or Monitor. If it is not, then further control measures are necessary.

Severity	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		Likelihood				



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## SECTION A Hazards and Control Measures

Hazard	Who / what may be harmed	How might they/it be harmed	Initial likelihood 1-5	Initial severity 1-5	Initial risk LxS	Control measures	Action by	Residual likelihood 1-5	Residual severity 1-5	Residual risk LxS
<b>Contracting COVID-19</b> while entering, being in or leaving the School Site	<b>Staff, Students, Visitors, Contractors &amp; Parents</b>	Someone infectious with COVID-19 enters the building, leading to the potential of Staff & Pupils becoming infected.	3	5	15	<p>-BCS clearly reinforces Government Guidelines that nobody, even with only mild symptoms of COVID-19, or who should be self-isolating for any reason, should enter any part of the school site for any reason.</p> <p>- Parents are not permitted to enter any school buildings or gather socially on site</p> <p>- Essential contractors and visitors to the site are tested at the school's testing station prior to entering any building</p> <p>- Staff now test twice weekly at home (or in school if homes test kits not available).</p> <p>-Pupils will test 3 times on return to school prior to testing twice weekly at home</p> <p>All positive test results will require the individual to self-isolate at home under prevailing self-isolation guidance. Staff are requested to volunteer information to School when they are vaccinated in order that the School can monitor the level of additional protection within the school community.</p> <p>Action: Hierarchy of controls in place to reduce the risk of transmission. See below.</p>	Staff	1	5	5



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<b>Contracting COVID-19</b> while entering, being in or leaving the School Site – as a result of transmission via contact with an infected surface.	<b>Staff, Students, Visitors, Contractors &amp; Parents</b>	<p>Once someone enters the School site who is infectious, transmission of the virus can occur via contact with an infected surface – most likely contact is with an individual's hands, with the infection then transmitting via touching one's face with a contaminated hand. The virus can live on hard and soft surfaces for some time.</p> <p>The risk is reduced when outside.</p>	3	5	15	<ul style="list-style-type: none"> <li>-Parents are not permitted to enter any school buildings or gather socially on site</li> <li>- Essential contractors and visitors to the site are tested at the school's testing station prior to entering any building</li> <li>- Staff and students are tested at regular intervals</li> <li>-Prevention plan frequently communicated to and implemented by all stakeholders to mitigate spread of virus.</li> <li>-Easily washed clothing to be worn. Sportswear guidance for parents. Staff guidance at induction.</li> <li>-Frequent communication of 'stay at home', 'test' and 'self-isolate' if symptomatic.</li> <li>-Cleaning management plan in place with enhanced procedures and frequency.</li> <li>-Hand washing and sanitising routines promoted daily to all pupils and staff.</li> <li>-Health Promotion campaigns promoted throughout School.</li> <li>- PPE readily available</li> </ul>	<b>Staff</b>	1	5	5



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Contracting COVID-19 while entering, being in or leaving the School Site– as a result of transmission via bodily fluids	Staff, Students <b>Visitors, Contractors &amp; Parents</b>	<p>Once someone enters the School Site who is infectious, transmission of the virus can be via water droplets which are exhaled, coughed or sneezed. Contact with infected water droplets can lead to infection.</p> <p>The risk is reduced when outside.</p>	3	5	15	<ul style="list-style-type: none"> <li>- Parents are not permitted to enter any school buildings or gather socially on site</li> <li>- Essential contractors and visitors to the site are tested at the school’s testing station prior to entering any building</li> <li>- Staff and students are tested at regular intervals</li> <li>-Prevention plan communicated to and implemented by all stakeholders to mitigate spread of virus.</li> <li>--Frequent communication of ‘stay at home’, ‘test’ and self-isolate’ if symptomatic.</li> <li>-All spaces to be well ventilated with open windows.</li> <li>-Social distancing promoted throughout estate.</li> <li>- Physical transparent screens installed and office layouts revised to maximize distance between staff in shared office locations.</li> <li>-PPE readily available</li> <li>-Face coverings to be worn (unless exempt) in line with current recommendations by PHE by all pupils and staff when indoors where social distancing cannot be maintained</li> </ul>	Staff	1	5	5



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Spreading COVID-19 having contracted it on the School Site.	School Community & General Public	If anyone who has visited the School site does develop symptoms of COVID-19, there is an increased risk that other staff, students & parents have come into contact with the virus and could spread it further.	2	5	10	<ul style="list-style-type: none"> <li>-Prevention plan communicated to and implemented by all Stakeholders to mitigate spread of virus.</li> <li>- Health Promotion campaigns promoted throughout School.</li> <li>-Frequent communication of 'stay at home', 'test' and self-isolate' if symptomatic.</li> <li>-Parents prohibited from social mixing on School grounds</li> <li>-Parents of absent children will be contacted to confirm absence is not COVID-19 related.</li> <li>-Protocol communicated for collection of pupils showing symptoms.</li> <li>-Isolation room and isolation bathroom allocated for symptomatic pupil awaiting collection.</li> <li>-PPE for staff supervising pupils in isolation.</li> <li>-Promotion of test and trace communicated.</li> <li>-Promotion and engagement with LFD testing frequently communicated to all stakeholders.</li> <li>- All symptomatic individuals to complete contact tracing risk assessment whilst awaiting test results.</li> <li>-Internal symptoms/self-isolation and contact tracing document maintained by School Secretaries and monitored daily by SMT.</li> <li>- PHE guidance and communications followed in the event of a positive case within the school community.</li> <li>- All data will be reported to the NHS Track &amp; Trace system</li> <li>-In the event of a positive case in the boarding house the isolation risk assessment must be adhered to.</li> </ul>	Staff	1	5	5



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SECTION B		Records of Review of This Assessment					
I confirm that the general principles of prevention have been considered when preparing this risk assessment - the following hierarchy of control has been used (1) Eliminate, (2) Reduce, (3) Isolate, (4) Control, (5) Personal Protective Equipment							
Assessment of site/task specific hazards by:	Name:	Steven Blakemore	Signature:		Date:	07.01.2021	
Assessment reviewed by: S M Metcalf	Name:	Suzanne Metcalf	Further control required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Date:	28.05.2020
Assessment reviewed by: S M Metcalf	Name:	Suzanne Metcalf	Further control required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date:	27.08.2020
Assessment reviewed by: S M Metcalf	Name:	Suzanne Metcalf	Further control required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date:	07.11.2020
Assessment reviewed by: SM Metcalf	Name:	Suzanne Metcalf	Further control required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date:	05.01.2021
Assessment reviewed by:	Name:	Suzanne Metcalf	Further control required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Date:	05.03.2021