

Thornton College Risk Assessment

ACTIVITY / SITUATION:			Risk Rate			NOTES ON RISK RATES:
IDENTIFIED HAZARD	WHO MIGHT BE HARMED	EXISTING PRECAUTIONS AND CONTROLS	Severity	Likelihood	Risk level	FURTHER ACTION REQUIRED
<p>Managing the risk to those accessing & working on the school site following reopening following the Coronavirus outbreak 2021/2021 from 17th January 2022</p> <p>SITE LOCATION:</p> <p>School wide</p> <p>In preparing this risk assessment, the school takes very seriously the protection of staff and pupils. The school will comply with Health and Safety law, which requires it to assess risks and put in place proportionate control measures. The school will revisit and update their risk assessments (building on the learning to date and the practices we have already developed). The school has consulted with employees on issues of Health and Safety with regard to Covid-19 and has invited contribution from staff on a number of occasions. In line with HSE requirements, we will share this Risk Assessment with staff and publish it on our website.</p> <p>During Covid, Thornton College has signed up to the Boarding School’s Association Covid Safe Charter – which can be found here:..... https://www.boarding.org.uk/userfiles/bsa/pdf/Advice%20and%20Guidance/82902%20BSA%20COVID%20V2.pdf</p> <p>Steps have been taken to protect staff & pupils by reducing the risk of exposure and increasing social distancing measures.</p>						<p>SEVERITY:</p> <p>A – Death, major injury, damage and loss of property B – 3 days abs, moderate injury and/or damage C – Minor injury, loss and/or damage</p> <p>LIKELIHOOD:</p> <p>1 – Extremely likely to occur 2 – Likely to occur 3 – Unlikely to occur</p> <p>RISK LEVEL: H – High M – Medium L – Low</p>
<p>Pupils and/or staff displaying symptoms of and/or identified as being unwell. Pupils identified as living with individuals who</p>	<p>Pupils Staff Visitors</p>	<ul style="list-style-type: none"> Ensuring that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms, or have tested positive in the last 5 days, and ensuring anyone developing those symptoms during the school day is sent home. Staff/Pupils should book a test immediately if one is not available in school. 	<p>B</p>	<p>2</p>	<p>H</p>	

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<p>show symptoms and/or become unwell.</p>		<p>Visitors are permitted on site and in the building. Due regard is to be given to health and safety considerations Visitors will be asked to wear a mask.</p> <ul style="list-style-type: none"> • If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and follow NHS Track and Trace guidance. They should book a test immediately if one is not available in school. • If a pupil is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the pupil, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, they will be moved them to an area which is at least 2 metres away from other people. • If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else. • Any members of staff who have helped someone with symptoms and any pupils who have been in close contact 				
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		<p>with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive and they have been requested to do so by NHS Test and Trace. Parents of pupils who have been sent home should seek a test for them immediately and we will follow the advice of NHS Track and Trace for the earliest return for pupils with negative results.</p> <ul style="list-style-type: none"> • Everyone must wash his or her hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. • PPE must be worn by staff caring for the pupil while they await collection if a distance of 2 metres cannot be maintained (such as for a very young pupil or a pupil with complex needs). 				
<p>Pupil and/or staff member identified by NHS Test and Trace Process</p>		<p>The School will ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> • book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to test and then self-isolate if they develop them in school. All pupils can be tested, including 	<p>B</p>	<p>2</p>	<p>H</p>	

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		<p>pupils under 5, but this is at the discretion of parents and is not the norm. Pupils aged 11 and under will need to be helped by their parents/carers if using a home testing kit.</p> <ul style="list-style-type: none"> • provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) to NHS Test and Trace, who are managing this process. • monitor one’s own symptoms if they have been in close contact with someone who develops coronavirus (Covid 19) and seek a test if symptoms develop 				
<p>Boarding pupils and/or staff displaying symptoms of and/or identified as being unwell. Pupils identified as living with individuals who show symptoms and/or become unwell.</p>		<ul style="list-style-type: none"> • If a pupil in boarding shows symptoms, they should immediately take a Lateral Flow Test and seek a PCR. They should return home or reside with guardians. • Other pupils do not need to self-isolate if they have been in contact with the person concerned, unless they develop symptoms, in which case, they should seek a PCR test. • The school will have sought the views of parents / guardians with regard to whether their pupil will return home / return to guardians should they become unwell. 	B	1	H	

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		<ul style="list-style-type: none"> If a member of the boarding staff shows symptoms they should cease working immediately and self-isolate. Staff must book a test immediately if one is not available in school. 				
The spread & infection of Covid-19	Pupils, Staff, Visitors	<ul style="list-style-type: none"> If anyone has any of the main symptoms of COVID-19, they are strongly advised to take a PCR test, not an LFD test. If someone with symptoms has already taken an LFD test for any reason and the result is positive, they do not need to take a follow-up PCR test Hand sanitising gel is available for use throughout the school. There is an on-site LFT testing station in school for use as required by pupils, staff and visitors (This is a HPA and DfE requirement) We support and facilitate the Government Covid vaccination programme in school for eligible pupils with parental consent. There is also availability for staff if required We follow the Governments guidelines with regard to isolation periods depending on age group and vaccination status and daily testing if identified as a direct contact. 	B	3	M	

		<ul style="list-style-type: none"> • Staff are encouraged to bring their own facemasks into school though we do have supplies for emergencies. Masks must be worn in communal areas by staff and by students from Year 7 (11+). Masks are also to be worn in classrooms until 26th January 2022 <p>Physical handwashing is encouraged regularly for all. Large gatherings of pupils and staff will be minimised, where possible. PE kits will be worn in to school on lesson days and girls will remain in these all day, as a trial. Swimming lessons have finished until Easter. Mindful of Covid rules, we will not ask girls to change for Games as there are too many to change safely in close proximity in changing rooms.</p> <ul style="list-style-type: none"> • Enhanced cleaning of toilets and communal areas will take place throughout the day. • All large meetings, where possible, will be conducted over zoom. • Assemblies and large gatherings will be cancelled and necessary gatherings will be held over zoom. 				
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		<ul style="list-style-type: none">• Boarding students will socially distance in their Common Rooms.• Additional 'Common Room' space has been provided (Expressive Arts Studio) so that students can distance more easily.• Boarding students will wear masks in communal areas and in Common Rooms, should there be more than four people in the room.				
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<p>The spread & infection of Covid-19: Measures within the classroom</p>		<ul style="list-style-type: none"> • All staff are asked to keep a 1m distance where possible around them and spread out. This may not always be possible, particularly when working with younger pupils. In particular, staff should avoid close face-to-face contact and minimise time spent within 1 metre of anyone. Similarly, it will not be possible when working with many pupils who have complex needs or who need close contact care to maintain distance. These pupils' educational and care support should be provided as normal • Opening windows regularly for 10 minutes, or keeping them open just by a small amount, can still reduce the airborne risk from COVID-19 substantially compared to spaces with no fresh air. Staff will be reminded to maintain appropriate ventilation in classrooms. 	B	2	M	

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<p>The spread & infection of Covid-19: Measures elsewhere</p>		<p style="text-align: center;">==</p> <p>Early Arrival:</p> <ul style="list-style-type: none"> • Prep pupils will be welcomed onto the quad - They may also join the reading club from 8.00am in the library -. Pupils will be permitted to return to their form rooms from 8.30am. Senior pupils should register in the Dining Room. Years 10 will be permitted to go straight to their tutor rooms after registering and Year 11 are permitted to go to their Common Room after registering. <p>Late Stay:</p> <ul style="list-style-type: none"> • Senior late stay pupils will be in English and Maths classrooms as per this year – with no more than 20 in a class. • Pupils in late stay in the Claudine Thevenet building must leave via the main foyer entrance • Prep pupils will be in classrooms in the St Clare building, with no more than 20 in a class <p>Pupils leaving Late Stay for collection must leave the building via the School Reception.</p> <ul style="list-style-type: none"> • Current advice will be followed with regard to future Holiday Clubs, which will resume in Thornton at Easter <p>During wet weather, all pupils will go to their classrooms.</p>	<p>B</p>	<p>2</p>	<p>M</p>	
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The spread & infection of Covid-19: Clubs		<ul style="list-style-type: none"> Clubs will continue to run but must pay attention to the new Dining rota – no early lunch passes will be issued. 				
The spread & infection of Covid-19: Transport		<ul style="list-style-type: none"> School buses operating - pupils to be given own regular seat, sitting apart in the vehicle (as far as possible). Hand sanitiser is in use. Facemasks required, particularly for pupils over the age of 11 years. The school will issue guidance for removing face coverings when pupils and staff who use them arrive at school on school transport. This will be clearly communicated to pupils / parents / guardians and staff: Pupils will be instructed not to touch the front of their face covering during use or when removing them. They must sanitise their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then sanitise their hands again before heading to their classroom. . 	B	2	H	
Covid 19: Medical room and treatment		<ul style="list-style-type: none"> Pupils will only be permitted entry to the medical room one at a time, except in cases of emergency. The area will be wiped down between use. 				

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		<ul style="list-style-type: none"> • A distanced queueing system will operate outside of the medical room. Only one person may wait. • Minor injuries during break time / lunchtime will be overseen by outdoor lunchtime supervisors – maintaining distancing. 				
Protection of those working and or any other pupils remaining in school.	Pupils, Staff, Visitors	<ul style="list-style-type: none"> • PPE is provided for all staff in school if required. This includes gloves, plastic aprons, sanitising wipes, appropriate cleaning products and hand sanitiser. Protective masks for domestic staff are also available if staff would like them, however these are not currently recommended for teaching staff or for general use. • Supply teachers, peripatetic teachers, other temporary staff and/or volunteers can move between schools. They should ensure they minimise contact and maintain as much distance as possible from other staff. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. • Additional pastoral support will be offered to staff and students who require this. 	B	2	M	

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		<ul style="list-style-type: none"> • DSL / Deputy DSL present in school at all times. • Where training such as First Aid lapses, we will endeavour to find replacements or ask our own staff body to assist in training, such as our school nurse. 				
Attendance and pupils who are shielding or self-isolating		<ul style="list-style-type: none"> • All pupils must attend school if they are well unless required to self-isolate. Students who are required to self-isolate will be able to access classes via Zoom provided they are well enough. 	B	1	M	
Risk of Covid: Staff who are clinically vulnerable or extremely clinically vulnerable		<p>Staff who have, in the past, been designated extremely clinically vulnerable are advised to come to work and to take appropriate precautions. Staff who remain concerned are invited to discuss their concerns and the school will explain the measures put into place to reduce risks. Information about the extra mental health support for pupils and teachers is available: https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers</p> <ul style="list-style-type: none"> • The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing: http://www.educationsupport.org.uk/ 	B	1	L	
Additional support		<ul style="list-style-type: none"> • Discussions during staff INSET will highlight the need for all staff to be alert to the pupils in their care. 	C	2	L	

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required for pupils		<ul style="list-style-type: none"> Pupils will be reminded of support available in school and from other agencies. 				
Further Lockdown/ Delayed and Late Starters			C	1	M	
Spread and risk of Covid: Catering		<ul style="list-style-type: none"> Kitchens have been fully open from the start of the Autumn Term and normal legal requirements will apply about provision of food to all pupils who want it. 	C	2	L	
Maintenance of buildings		<ul style="list-style-type: none"> Prior to reopening after any lockdown, all the usual pre-term building checks were undertaken to make the school safe. These will be maintained and repeated as required 	C	3	L	
Spread and risk of Covid: School visits		<ul style="list-style-type: none"> Trips will be arranged in line with protective measures advised at the time, As normal, we will undertake full and thorough risk assessments in relation to all educational visits to ensure they can be done safely. 	B	2	M	
Spread and risk of Covid: Uniform		All pupils should wear full school uniform.	C	3	L	
Spread & risk of Covid: Staff and pupils returning from countries still requiring quarantine		<ul style="list-style-type: none"> Staff and students should follow the current requirements regarding quarantine for people returning to England from abroad. The latest guidance on quarantine can be accessed at coronavirus (COVID-19): how to self-isolate when you travel to the UK: https://www.gov.uk/government/publications/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk 	B	1	H	

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		<ul style="list-style-type: none"> • All staff and pupils returning from countries requiring quarantine will need to do so in good time before returning to school. Staff must pay attention to this to ensure they are available to return to school at the beginning of terms (and for GCSE and A level results days if relevant) 				
Covid Testing in School		<ul style="list-style-type: none"> • PPE, and sufficient cleaning equipment, together with sufficient staff to clean testing area between tests, has been made available. • All staff, teaching and non-teaching, should test twice weekly at home, as per guidelines, until notified otherwise. • All staff have completed online training and testing to ensure correct procedure is followed. • Any testing which is necessary in school and the recording of results is overseen by our school nurse to ensure correct procedure is followed • Staff to self- register. Support offered for those who require it. Staff advised to report any positive results confidentially for school RA • Sufficient bins and correct methods of disposal of waste are employed for safety. Staff informed of this. 				

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Work Equipment Provided		Are any training needs identified?	Is there a need to provide any further Personal Protective Equipment?
<p>Hand gel Gloves Aprons Masks for cleaning staff Disinfectant gel at 3 main entrances Disinfectant wipes LFT Testing Kits</p>		No – however, relevant staff continue to follow updated Government/NHS/local guidelines and all staff will be updated as required	PPE is in place and staff should seek this out in school as appropriate.
Frequency of Reviewing (please tick)			
Each individual event	3 months	6 months	Annually
Assessment Prepared By:	Name: VHS	Signature:	Date:29/11/21
Read and adopted by:	Names: All Staff	Signatures:	Date:
Date for Risk Assessment Review:	Ongoing	Person Responsible for Review:	SMT

For Office Follow Up Use:

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Training needs identified have been booked/planned for (enter date and employee attending):	
Personnel Protective Equipment needs have been ordered (enter date, person ordering and company)	