

Risk Assessment: Covid-19 Autumn term 2021

Company Name: Breakthrough Transformation Trust

Assessment carried out by: Sam Gilbert

Date assessment was carried out: 6/9/2021

Date of next review: October half-term (unless government guidance changes)



Breakthrough Transformation Trust

Hazard Category and Hazard	Who might be harmed and How?	What are you already doing?	What further controls/actions are required?	Timescales for further actions to be completed (within...)	Responsible person's job title
Spread of Covid-19	All staff, students, visitors, contractors and drivers. May spread or contract the virus causing anything from mild symptoms to death.	Hand washing <ul style="list-style-type: none">• Hand washing facilities with soap and water are in place.• See hand washing guidance. https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/• Drying of hands with disposable paper towels.• Gel sanitizers in any areas where washing facilities are not readily available. Cleaning <ul style="list-style-type: none">• Frequently clean and disinfect objects and surfaces that are touched regularly, particularly in areas of high use such as door handles, light switches, reception area, using appropriate cleaning products and methods.• Internal doors to be left open where possible.			Head of centre Health and Safety Representative.



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		<p><u>Social distancing</u> Breakthrough expects staff and students to social distance where possible.</p> <p><u>Face Coverings</u></p> <ul style="list-style-type: none"> • Breakthrough expects staff, students and visitors to continue wearing a face covering when in communal areas. i.e corridors etc. • Extra breaks are encouraged, going outside for walks to help break up the session and allow time to remove the face covering. <p><u>Ventilation</u> Windows and doors are to be left open in all classrooms and communal areas that are in use where possible.</p> <p><u>Transport</u></p> <ul style="list-style-type: none"> • Essential journeys only • Face coverings are advised to be worn and windows to be opened to allow good ventilation. • Cars must be cleaned down internally after each use, using provided cleaning wipes. <p><u>Learning spaces</u> Learning spaces to be rearranged to provide the best social distancing layout possible.</p> <p><u>Lunch</u> Lunch to be staggered on collection to avoid queues and congregating.</p> <p><u>Refreshments</u> No congregating around the tea and coffee station. Kettle to be cleaned and wiped down after each use.</p>			
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		<p>on our safeguarding policy and sent out to all staff. Also updated on website.</p> <p><u>Home Visits</u></p> <ul style="list-style-type: none"> • Family workers are to contact the family before their arrival to check for any Covid-19 symptoms within the household. • Family workers are expected to continue wearing a face covering when doing a home visit, and we encourage families to also wear a face covering whilst the family worker is present. 			
Symptoms of Covid-19		<p><u>Symptoms</u></p> <p>These are some of the main symptoms of Covid-19:</p> <ul style="list-style-type: none"> • High temperature • A new, continuous cough. • A loss or change in your sense of smell or taste. <p>If anyone becomes unwell with any covid-19 symptom, they will be sent home and asked to take a covid-19 test.</p> <p>If the test comes back negative, send a photograph proving the negative test to your head of centre before returning to work</p> <p>If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic</p>			



		<p>premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.</p>			
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