



# Risk Assessment Form

Name of assessor	Terry Onions	Date	01/09/2020
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Time	N/A	Work area	The Canterbury Academy
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What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating			Action/monitored by whom?
				L	C	R		L	C	R	
<b>Covid-19 (Coronavirus)</b>	Staff, students, visitors and anyone else who comes into physical contact with an infected person or with infected surfaces	<p>People can catch COVID-19 from others who have the virus. The disease can spread from person to person through small droplets from the nose or mouth which are spread when a person with COVID-19 coughs or exhales</p> <p>People then catch COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth</p>	<p><b>Social Distancing</b> Ensuring a gap of 1+ metres is kept between people within the school - as recommended by the Public Health England and UK Government</p> <p><b>Hand Washing</b> Hand washing facilities provided for staff, students and visitors to use which include soap and fresh water</p> <p>Disposable paper towels or electric hand dryers used to dry hands</p> <p>Alcohol based hand sanitising stations positioned at key locations and every classroom</p>	4	5	20	<p><b>Social Distancing</b> Review school layout to ensure 1+ meter distancing is maintained and monitored</p> <p>Regular briefings to remind staff of the importance of adhering to the 1+-meter distance</p> <p>Perspex screens installed to avoid contamination where face to face communication is required but a 1+ meter distance is unlikely to be kept to</p> <p><b>Hand Washing</b> Staff and students to be reminded to wash hands for 20</p>	2	5	10	<p>Senior staff to monitor that procedures laid out in this risk assessment are taking place</p> <p>Control measures are to be assessed each week at the Trust Executive meeting with changes to procedures to be enacted as required</p>



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			<p>within the premises to act as a bridge between frequent washing of hands with soap and water</p> <p><b><u>Traffic flow system</u></b> Each building will have a one-way system introduced to avoid face to face incidents and therefore increased risk of Covid-19 infection</p> <p><b><u>First Aid</u></b> A separate first aid room (with a separate toilet) is available for anyone that becomes unwell with symptoms of Covid-19</p> <p><b><u>Day cleaner</u></b> A day cleaner is employed to ensure continuous sanitisation of toilets and major touch points</p>		<p>seconds with soap and water before thoroughly drying with a paper towel</p> <p>Posters to be displayed at cleaning stations on how to effectively wash and dry hands</p> <p><b><u>Traffic flow system</u></b> Staff and students to be reminded to follow the one way systems</p> <p><b><u>First Aid</u></b> The first aid room will be deep cleaned after each time the room is used by a person with Covid-19 symptoms. First aiders will wear PPE such as gloves, aprons and face visors when attending to a person with Covid-19 symptoms</p> <p><b><u>Cleaning</u></b> All rooms, corridors and social areas will be deep cleaned using Virucidal disinfectant each evening</p> <p><b><u>Additional cleaner</u></b> An additional day cleaner has been employed to increase the cleaning capacity of the school</p>				
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