

**The SENAD GROUP Maple View.
Risk Assessment for COVID 19
Date 1st June 2020**

Risk Assessments are a requirement under the Health and Safety at Work Regulations 1999. Dynamic Risk Assessments are a tool used by the Emergency services to assess a situation when control measures are in place but the circumstances requires structured controls which reflect the reality of a developing situation. The Groups approach to protect staff and students from the risk of COVID 19 requires a dynamic approach. But similar to the emergency services, clear protocols that reflect government, specialist advice and guidance should a student or staff member be diagnosed or suspected to have symptoms that may indicate COVID 19.

Group policies and guidance reflect government and PHE/PHW guidance, along with the relevant inspectorate guidance. SENAD schools are quite different and local additional controls reflect the different environments and the nature of the students. Sites will introduce additional controls reflecting the local situation.

Each student within the SENAD Group has an individual Risk Assessment based on their specific physical and mental health conditions and diagnosis.

This Risk assessment outlines generic and local control measures specific to the physical environment of the school. As the situation with COVID-19 evolves additional controls will be added and rolled out to SENAD Sites by Dr Mark Flynn Chief Operations Officer who is the **COVID-19 Director** coordinating SENAD's response to the virus.

The COVID-19 Director will identify new strategies, approaches, updated policies and procedures through each site **COVID 19 Coordinator**. They are responsible for rolling out to staff and stake holders. It is a dynamically developing situation and as such this risk assessment reflects the situation as at **26/5/2020**.

This risk assessment will be reviewed as and when operationally practicable, or as and when the situation changes where the control measures do not reflect the reality of the situation.

Risk Rating Matrix.			
	Likelihood (L)		
Severity (S)	High Probable (3)	Medium Possible (2)	Low Unlikely (1)
High (3) Fatal/Severe	9 High Risk Rating	6 High Risk Rating	3 Medium Risk Rating
Medium(2) Significant Lengthy stay in hospital and lengthy recovery	6 High Risk Rating	4 Medium Risk Rating	2 Low Risk Rating
Low (1) Minor Flu like symptoms which require the individual to stay away from the school in line with government guidelines.	3 Medium Risk Rating	2 Low Risk Rating	1 Low Risk Rating

Risk Rating Guide									
LOW RISK Score 1-2			MEDIUM RISK Score 3 -4			HIGH RISK Score 6-9			
The possibility and nature of an accident occurring are not substantially different to those encountered in every day experience.			The Risk ratings Carry an element of risk. Providing all control measures are identified and in place or catered for, by adopting principals of safe practice should bring them to an acceptable level. FURTHER CONTROL MEASURES MAY NEED TO BE TAKEN.			The hazards encountered are beyond everyday experience. The repercussion of an accident could lead to serious consequences. A Risk Rating of 6 All control measures should be in place and strictly adhered to. A Risk Rating of 9. FURTHER CONTROL MEASURES NEEDED TO REDUCE THE RISK RATING.			
What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures			Severity	Likelihood	Risk rating
Spread of COVID-19 Coronavirus within the school setting. Who may be harmed Students, Staff and visitors	3	3	9	<u>SENAD Shield and Polices</u> Top driven rigorous policies, protocols and procedures which reflect government and Public Health England/Wales guidance in place. To ensure front line staff understand the importance of protecting everyone from COVID-19 <u>COVID-19 Coordinators</u> Appointment of COVID-19 coordinators to ensure policies, protocols and procedures are fully understood by everyone and enforced at the site <u>COVID-19 Resources.</u> Resources available through the SENAD intranet			3	2	6

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
Individuals may be more at risk due to age, physical health or ethnic background.				<p><u>Restricted Access to all sites.</u></p> <p>All SENAD Sites have a strict protocol for visitors.</p> <p><u>Hand Washing</u></p> <ul style="list-style-type: none"> • Hand washing facilities with soap and hot water in place. • Staff reminded constantly to wash their hands • Paper towels/hand dyers for drying of hands • Poster for hand washing guidance. • Hand sanitiser available as an alternative (when hands are not soiled) <p>Staff reminded on a regular basis to wash their hands for 20 seconds with warm water and soap and the importance of proper drying. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands.</p> <p>To help reduce the spread of COVID-19 Posters, leaflets and other materials are displayed around the site.</p> <p>Rigorous checks carried out by line managers to ensure that the necessary procedures are being followed.</p>			

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
				<p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Management checks to ensure this is adhered to.</p> <p>Cleaning Frequently cleaning and disinfecting 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.</p> <p>PPE PPE defined by PHE/W is used and reflects the hierarchy of controls following HSE best practice, government guidelines for Care Homes & Schools Follow PPE Policy and supporting protocols.</p> <p>MAPLE VIEW SITE SPECIFIC – CONSIDERATIONS</p> <ul style="list-style-type: none"> • In the reception area, a one-way system is in operation and 2 metre distancing is marked on the floor, also in the dining room for queueing. • Classrooms and class sizes allow for at least 2 metres space between seats at all times 			

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				<ul style="list-style-type: none"> All on-site lessons will be delivered. Equipment and resources will be wiped down after each use, stationery items will not be shared. Outdoor learning opportunities are encouraged. A key aspect of the Maple View Curriculum is community, therefore the children will 'mix', however this will be carefully managed with social distancing and thorough hygiene. Group activities and arrival and departure times will not need to be staggered due to small numbers. Unnecessary items, including soft toys and equipment that are difficult to clean are removed from classrooms and other learning environments where there is space to store elsewhere 			
Spread of COVID-19 Coronavirus – When a student or staff member	3	3	9	<p><u>Self-Isolation</u></p> <p>When a day student or staff member develops symptoms compatible with coronavirus.</p>	3	2	6

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
<p>develops symptoms compatible with coronavirus.</p> <p>Who may be harmed Students, Staff and visitors</p>				<p>Follow COVID 19 Infection control policy and supporting SENAD Shield Protocols.</p> <p>Where the child or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.</p> <p>Where a residential student tests positive they should self-isolate for 7 days within their residential home.</p> <p>Follow COVID 19 infection control policy and supporting SENAD Shield protocols.</p> <p><u>Temperatures at the start of each day .</u></p> <p>Routine testing of an individual's temperature is not a reliable method for identifying coronavirus. However it may give an indication of the possibility of COVID 19 health concerns, therefore:-</p> <p>All visitors' temperatures are taken on arrival.</p> <p>Staff members' temperatures are taken regularly.</p> <p>Day students' temperatures are taken daily.</p>			

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
				<p><u>Raised Level of Protection</u> In addition to the control measures defined above the following Control measures are in place.</p> <p><u>SENAD Shield and Polices</u> Top driven rigorous policies, protocols and procedures which reflect government and Public Health England guidance in place. To ensure front line staff understand the importance of protecting everyone from COVID-19 when working with students who have been diagnosed with COVID-19 or who are suspected of having COVID-19</p> <p><u>Training</u> Infection control training completed by all front line staff</p> <p><u>Restricted Access to Isolation rooms.</u> In line with PHE and government guidelines students who have been diagnosed with COVID-19 or who are suspected of having COVID-19 are isolated from the rest of the home users. Strict protocols in place to ensure they are cared for, whilst keeping staff safe. All SENAD Sites have a strict protocol for visitors – Only critical visits to students.</p> <p><u>COVID-19 Coordinators</u></p>			

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				<p>COVID coordinators ensure protocols for working with students who have been diagnosed with COVID or who are suspected of having COVID 19 are strictly followed COVID Coordinators ensure that storage of clinical waste is securely stored.</p> <p><u>COVID-19 Resources.</u> Resources available through the SENAD intranet</p> <p><u>Training</u> Virtual College training module completed by all front line staff</p> <p><u>PPE</u> PPE defined by PHE/W and government guidelines for Care Homes is used. Which reflects the hierarchy of controls. All Care staff to complete the PPE training and understand the protocols identified for treatment of someone diagnosed with COVID 19.</p> <p><u>Established supply chain for supply of PPE.</u> The SENAD Group have established an effective supply chain for PPE which is assessed and refreshed on a weekly basis. (defined in policy).</p>			
<p>Stress / anxiety</p> <p>Who may be harmed</p>	<u>3</u>	<u>2</u>	<u>6</u>	<p><u>Raised Level of Protection</u> In addition to the control measures defined above the following Control measures are in place.</p> <p><u>Policies and Procedures</u></p>	<u>3</u>	<u>1</u>	<u>3</u>

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
Students, Staff and visitors				<p>Robust policies including a Stress Policy, which identifies a tiered approach to reduce stress and anxiety.</p> <p>Employee Support Employee support through supervisions, open door policy, and confidential Help line.</p>			