

**The SENAD GROUP Rowden House School
Risk Assessment for COVID 19 (to be read in conjunction with 'Young Person Covid-19 Risk
Assessment')
Date 10th 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 **08.06.20**

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	SENAD Shield and Polices 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. <i>Ensure their awareness of government advice in relation to staying safe and recognising symptoms through regular communication.</i> COVID-19 Coordinators Appointment of COVID-19 coordinators to ensure policies, protocols			3	2	6

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
<p>Individuals may be more at risk due to age, physical health or ethnic background.</p>				<p>and procedures are fully understood by everyone and enforced at the site</p> <p>COVID-19 Resources Resources available through the SENAD intranet</p> <p><i>Young people have individual health/hospital passports in place. These have been shared with local hospitals. No shielding letters currently apply to any of our young people but if this was received immediate contact with GP would be made and shield measures reviewed and put in place for this particular individual. YP with shielding letters must not access school.</i></p> <p>Restricted Access to all sites</p> <p>All SENAD Sites have a strict protocol for visitors. <i>All new staff and visitors to be briefed in full regarding social distancing and Health and Safety practices in advance, where possible and on arrival on site.</i></p> <p>Hand Washing</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 			

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
				<ul style="list-style-type: none"> Poster for hand washing guidance. Hand sanitiser available as an alternative (when hands are not soiled) <p><i>Staff should supervise children and young people to ensure they wash their hands more often than usual and /or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.</i></p> <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> <p><i>Young people have individual health/hospital passports in place. These have been shared with local hospitals. No shielding letters currently apply to any of our young people but if this was received immediate contact with GP would be made and shield measures reviewed and put in place for this particular individual. YP with shielding letters must not access school.</i></p>			

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				<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</p> <p>PPE defined by PHE/W is used and reflects the hierarchy of controls following HSE best practice, government guidelines for Care Homes & Schools</p> <p>Follow PPE Policy and supporting protocols.</p> <ul style="list-style-type: none"> • <i>Class sizes maximum of 5</i> • <i>Alteration in timetable to enable outdoor learning as much as possible</i> • <i>All non-essential furniture and soft furnishings removed</i> • <i>Specific seating arrangements for students</i> • <i>No transfer of equipment from home to school or vice versa</i> 			

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				<ul style="list-style-type: none"> • <i>No sharing of stationary</i> • <i>Specific class bubbles allocated with no cross-bubble working unless emergency situations arise</i> • <i>Temperature of all staff and students taken each morning and any temperature above 37.7C will result in removal from site</i> • <i>Deep clean rota in place</i> • <i>Young people who present a greater contamination risk have individual risk assessments and appropriate PPE and guidance is provided to staff involved</i> • <i>Lunchtime staggers. Lunches offered in classroom. One person collects lunch for their class group</i> • <i>Communal areas such as leisure room, quiet room, white room, ball pit, water room, dark room are closed</i> • <i>Key children have access to specific facilities linked to their sensory profile</i> 			
Spread of COVID-19 Coronavirus When a student or staff member	3	3	9	Self-Isolation When a day student or staff member develops symptoms compatible with coronavirus.	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 <i>and DFE procedures. The child or staff member should also be sent home.</i></p> <p><i>A day student with symptoms would be removed from that classroom to the welfare room and isolated until collection by parents/transport. Staff to follow social distancing rules. Staff to wear PPE whilst supervising. Use of toilet for YP restricted to toilet next to AP office on second floor of main house. Domestic team to be advised for cleaning regime.</i></p> <p>Where the child, young person 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>Temperatures at the start of each day</p>			

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				<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.</p> <p>Raised Level of Protection In addition to the control measures defined above the following Control measures are in place.</p> <p>SENAD Shield and Polices 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>Training Infection control training completed by all front line staff</p> <p>Restricted Access to Isolation rooms 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.</p>			

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				<p>All SENAD Sites have a strict protocol for visitors – Only critical visits to students.</p> <p>COVID-19 Coordinators 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>COVID-19 Resources Resources available through the SENAD intranet</p> <p>Training Virtual College training module completed by all front line staff</p> <p>PPE 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>Established supply chain for supply of PPE The SENAD Group have established an effective supply chain for PPE which is assessed and refreshed on a weekly basis. (defined in policy.</p>			

What are the hazards?	Severity	Likelihood	Risk rating	Controls Measures	Severity	Likelihood	Risk rating
<p>Stress / anxiety</p> <p>Who may be harmed Students, Staff and visitors</p>	3	2	6	<p>Raised Level of Protection In addition to the control measures defined above the following Control measures are in place.</p> <p>Policies and Procedures 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>	3	1	3