

Risk Assessment (returning to work during the outbreak of Covid-19)

This risk assessment applies to employees who are not displaying any symptoms such as a cough, fever or flu symptoms.

Employee name Joe Bloggs

Role Teacher

Risk assessment completed on the basis of;

Own Health Health of family member

Medical condition Diabetes

High Risk – Staff member should work from home if possible and/or practice social distancing / good hygiene.

Medium Risk – Staff member who lives with a high-risk adult or child can attend work but should practice social distancing / good hygiene. Additional support measures* should be agreed between employee and employer.

Low Risk – Employee who is not high risk and does not live with someone who is high risk. Can attend work and should practice social distancing / good hygiene.

Good hygiene advice for all employees

- Wash your hands often with soap and warm water
- Use tissues to wipe your nose or catch a sneeze, and then put them in the bin straight away
- Don't touch your eyes, nose or mouth if your hands aren't clean

Social distancing advice for all employees

- Try to cut down the number of people you meet with on a daily basis
- Keep your distance from people when you see them (2 metres suggested)
- Avoid busy public venues like bars, restaurants and cinemas

Additional support measures may include but are not limited to;

- limit number of students' staff member comes in to contact with
- limit the time spent with students and staff members (restricted hours on schedule)
- increased time on outdoor activities
- hand washing built in to activities for staff member and students who are participating
- consider keeping 'work clothes at work' / changing and using shower facilities before leaving work
- clear succession (on call person) to cover in case of any symptoms.

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Additional support measures

Advice	Agreed control measures	Further action required to further reduce risk	Risk (after control measures) H/M/L
Social Distancing	<ul style="list-style-type: none"> - Maximum of 6 students in classes - Ensure that rooms are large enough to space students out - Use outdoor spaces where possible - Stagger lunch/breaks 	<p><i>Class list allocation to be maintained including this information.</i></p> <p><i>Employee to notify xx if</i></p>	<i>L</i>
Reduce face to face contact	<ul style="list-style-type: none"> - Timetabled to 75% of the full allocation, additional times to assist with maintaining facilities, cleaning, admin 	<p><i>Timetabling</i></p> <p><i>Line manager to support 25%</i></p>	<i>L</i>
Stringent hygiene	<ul style="list-style-type: none"> - Based in art room or outdoors where hand washing can form part of the lesson 	<p><i>Timetabling and room bookings</i></p>	<i>L</i>
Potential for illness	<ul style="list-style-type: none"> - 'on call' rota to be developed - Employee get in touch with xx if any symptoms develop 	<p><i>Employee action</i></p>	<i>L</i>
Other specific	<ul style="list-style-type: none"> - Agreed use of changing facilities 		<i>L</i>

Headteacher/SLT link

Employee

Signature _____

Signature _____

Date _____

Date _____