

Boarding Risk Assessment August 2021

Low... 1
2 3 4 5
...High

1-10 Low
11-15
Medium 16-
25 High Risk

Initial risk assessment

Risk **Severity** **Likelihood** **Outcome** **Guidance** **Protective Measures**

Low... 1 2
3 4 5
...High

1-10 Low
11-15
Medium 16-
25 High Risk

Assessment following review

Severity **Likelihood** **Outcome**

How do we limit the spread of COVID 19 through safe practices?	4	5	20	If any person who has possible symptoms of COVID-19 must not attend the school but must remain home and self-isolate, arrange a COVID-19 test and notify the school of this. We ask that all persons clean their hands thoroughly more often than usual and ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach	all persons will be informed in writing of the requirement and expectations of the college		2	1	2
How do we help our boarding staff understand how to deal with COVID 19	4	5	20	Our boarding staff will undertake specific training for COVID 19					
How do we limit the spread of COVID 19 through physical distancing	4	5	20	Encourage the boarders to wear masks when appropriate and to distance themselves.	Hold open all non essential doors, limit gathering places/ seating/ drinks stations. When walking along corridors, all must keep to left.	Pupils and staff bring in water bottles/ flasks	2	1	2
How do we deal with extended households and boarding staff.	4	5	20	Try to limit the amount of time spent between the VI Form and younger years	Masks and distancing.		2	2	4

How do we limit the spread of COVID 19 through Hand washing	4	5	20	Hand washing stations will be set up and signed all around the building with maps indicating the closest station	All are asked to clean and sanitise hands regularly. Minimum between lessons/ breaks	Teachers to remind pupils at the end of each lesson to wash hands	2	1	2
How do we limit the spread of COVID 19 through cleaning	4	5	20	Multiple touch points are to be cleaned where they cannot be removed. Use Government COVID Cleaning Guidance.	Cleaning of common areas multiple touch points (door handles, hand rails taps etc.) shall be sanitised twice a day by the college housekeeping staff	Teachers are asked to sanitise their classrooms between lessons	2	1	2
How will we limit the spread of COVID 19 through boarding pupil monitoring?	4	5	20	We will take regular note of covid symptoms of pupils and record it and take action where appropriate	we will act promptly and if needed isolate the relevant pupils in our isolation suites		2	1	2
Pupils age 12 and below will contract COVID 19	4	1	4	Current guidance suggests that the risk to children themselves of becoming severely ill from COVID-19 is very low.	Limit to year group 'bubbles' and limit social interaction.	all class seating to face forwards	2	1	2
Pupils over age 12 and over may contract COVID 19	4	3	12	Reduce overall daily contacts by 40-60% to maintain Covid-19 security7 .	This could be achieved by 2m social distancing and/ or maintaining class/year 'Covid Secure groups' with avoidance of mixing to reduce overall daily close contacts (face to face conversation of at least 3 words, or physical contact) by half. Research indicates8 that in this 11-20 age group, there are on average approx. 20 daily contacts, so a 50% reduction would mean a reduction of all daily close contacts to approx. 10.. "	all class seating to face forwards	2	2	4
How do we limit spread of covid during meal times and recreation times?	4	3	12	Students will wear Masks, unless they are eating or drinking. They will wear masks in corridors and communal areas while in school.			2	3	6
How do we prevent language translation being a barrier to preventing spread of COVID 19?	4	3	12	Test, track and trace will be used within the school setting for visitors. This will be activated if any persons are found to have COVID 19.			2	3	6

				PPE will not generally be worn in the household if a social distance of 2 meters can be maintained. If it cannot then face coverings shall be worn. If a case of COVID 19 is found the escalation policy shall be followed by boarding staff members.. We will regularly monitor and record our boarding students for COVID 19 symptoms as stated in the guidance						
How to limit spread of COVID 19 through food preparation and consumption at lunch time	4	3	12	see 14				3	2	6
How do we learn from 'near misses'	5	2	10	we need feedback from all involved in the school and regular reviews	We will start an online form to advise of issues and positive measures to help with the issues and issue it to all staff, pupils and parents.			3	2	6
What do we do if there is a COVID 19 Outbreak?	5	3	15	Where a staff member or learner becomes unwell at school with possible symptoms of COVID-19 they should self-isolate and arrange a COVID-19 test. Until they leave the school (in the case of a learner waiting to be collected by a parent/carer) their contact with all other individuals at the setting should be minimised.	St Andrews Boarding House and/or St Patricks Boarding house is ready and available for isolation of any suspected cases of persons with COVID 19. Boarding staff members Kerry, Ian Chan, Sam Farquhar Ian Lloyd or Andy Allman will take control of the pupil and clean any areas until the person leaves the school site. Red List Countries will also self isolate in Andrews House. Q will be added to the doors and seperate bathrooms made available.	We will keep a COVID bag in front reception which will contain PPE, cleaning materials and Covid information paperwork		3	2	6
What do we do if the person with suspected COVID 19 needs medical assistance?	5	4	20	Boarding staff will assist the patient into our isolation bays and/or support staff will If they need clinical advice, they (or a member of staff or their parent/carer) should go online to				3	3	9

				111 Wales (or call 111 if they don't have internet access).					
How do we quickly test if there is an outbreak	5	4	20	The advice of the TTP will be sought and students will be separated.	Staff should be trained to ensure that their role and/or the procedure is known in the event of an outbreak to limit further exposure See escalation policy.	All staff to be sent risk assessment and expectations for rapid escalation policy.	3	3	9
How do we protect boarding staff when assisting with possible COVID case?	5	4	20	We need to train and ensure they understand how to keep themselves safe when waiting for the person to leave site	We need to ensure they have the correct equipment and knowledge (information) to hand during the escalation	We need to ensure they have read and understood the information	3	3	9
Risk of spread of COVID 19 through College equipment	4	5	20	Each staff and pupil will have their own 'equipment' which will not be shared with others			2	2	4
Risk of spread of COVID 19 through clothing (uniforms) not being washed daily	4	5	20	Staff and pupils will wear their own clothes and wash daily.	Clean clothes are to be worn daily.		2	2	4
Risk of spread of COVID 19 through shared bathrooms	4	5	20	Bathroom usage has been designated in groups as follows: Prep use basement toilets, Sixth form use the first floor toilets, Years 7-11 use their own, Staff use two toilets in Green Pastures. General use are 1 in Reception, 1 by Gardeners Door and 1 additional in Sixth Form	Multiple touch areas in bathrooms are to be cleaned twice a day by Housekeeping staff		2	2	4
How to limit the congregation of pupils	4	5	20	all pupils shall maintain social distancing and social times shall be staggered. Break times, food preparation times and bathroom showering times shall be allotted.	The corridor doors between Drapers Wing and Main school ('death trap') doors will be opened up at the beginning and end of the school day to limit the congregation of pupils. All should follow the one way system.	Inform parents, staff and pupils of drop off and collection plans.	2	2	4
Do we have any staff who have relevant health issues or would be at an increased risk. Any persons over age 70 years or pregnant?	4	4	16	Confirm in writing who risk persons may be and write a specific risk assessment for them and act accordingly.			3	1	3

Do we have any pupils who have relevant health issues or would be at an increased risk. Any pupils who are pregnant?	4	4	16	Confirm in writing who risk persons may be and write a specific risk assessment for them and act accordingly.			3	1	3
How do teachers teach pupils and limit spread of covid?	4	4	16	Staff will be asked to socially distance from adults and pupils over age of 12 or wear a mask and take suitable COVID 19 recommended precautions. We will implement a one way system around the College at peak times.	specific risk assessments shall be undertaken for high risk persons.		3	2	6
When should we wear masks. What is a safe method of removal?	5	3	15	we should wear masks in communal areas for ages 12 years and over. Also must be worn on the school transport.	We would request that you provide a non-disposable face covering during for use at school where needed. We would request that when removing them the fronts are not touched and you must wash their hands immediately on arrival. Should it be essential to use a dispose of temporary face coverings please provide a plastic bag and it will be brought home with them at then end of the day.	Process is sent to parents and pupils.	2	2	4
How do we deal with pupils who have additional needs? SEN?	5	5	25	Nikki Prichard to be involved with persons who have additional needs	specific risk assessments shall be undertaken for high risk persons.		2	1	2
How do we stop cross spread of COVID 19 through supply staff/ teachers who have been in other school settings?	4	4	16	we would ask them to confirm they don't have any symptoms of COVID 19. We would ask them to enter into the track and trace system	We would ask them to read all policies and procedures for COVID 19. A record shall be kept of all visitors.		2	2	4
			0						0
			0						0

Covid-19 (Coronavirus) Absence Procedures

What to do if...	Action needed	Return to school when...
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<p>The student/staff member has a high temperature (feel hot to touch on your chest or back)</p>	<ul style="list-style-type: none"> • Do not attend school • Keep school updated • Self-isolate – follow guidance • Book a Covid-19 PCR test • Inform school immediately about test results 	<p>The PCR test result is negative.</p>
<p>The student/staff member has a new, continuous cough (coughing for more than an hour, or 3 or more coughing episodes in 24 hours)</p>	<ul style="list-style-type: none"> • Do not attend school • Keep school updated • Self-isolate – follow guidance • Book a Covid-19 PCR test • Inform school immediately about test results 	<p>The PCR test result is negative.</p>
<p>The student/staff member has a loss or change to their sense of smell or taste</p>	<ul style="list-style-type: none"> • Do not attend school • Keep school updated • Self-isolate – follow guidance • Book a Covid-19 PCR test • Inform school immediately about test results 	<p>The PCR test result is negative.</p>
<p>The student/staff member receives a positive lateral flow device test result</p>	<ul style="list-style-type: none"> • Do not attend school • Report test result online • Keep school updated • Self-isolate – follow guidance • Book a Covid-19 PCR test • Inform school immediately about test results 	<p>The PCR test result is negative.</p>
<p>The student/staff member receives a positive PCR test result for Covid-19</p>	<ul style="list-style-type: none"> • Do not attend school • Keep school updated • Self-isolate for at least 10 days • Inform school immediately about test results • Follow guidance from TTP 	<p>They can return to school after 10 days even if they have a cough or loss of taste/smell. These symptoms can last for several weeks once the infection is gone.</p>

If you are identified as a close contact of a person with a confirmed Covid-19 case, or you live with someone who has developed symptoms/tested positive:

Under 18	Continue attending school	TTP will contact and give instructions which must be followed, including PCR tests on Days 2 and 8. Depending on the individual circumstances, TTP may require immediate self-isolation. School recommends daily lateral flow tests to identify asymptomatic infection. If positive, self-isolate immediately and book PCR test.
18 or over and fully vaccinated*	Continue attending school	TTP will contact and give instructions which must be followed, including PCR tests on Days 2 and 8. Depending on the individual circumstances, TTP may require immediate self-isolation. School recommends daily lateral flow tests to identify asymptomatic infection. If positive, self-isolate immediately and book PCR test.
18 or over and not fully vaccinated*	Do not attend school	TTP will contact and instruct to self-isolate immediately for 10 days, including PCR tests on Days 2 and 8.

* **Fully vaccinated** means you have received the full course of an approved vaccine within the UK and it has been at least 14 days since the full course was completed.

If you are unsure or have any questions regarding sending your child to school, please contact the office before sending them in to ensure the safety of all staff and students.

Strategic Approach to Return to School – Michaelmas Term 2021

The Myddelton College 8 point plan to minimise the spread of Covid-19.

1. Minimise contact with individuals who are unwell.
2. Reinforcement of robust hand hygiene – cleaning hands thoroughly and more often, continued use of hand sanitiser upon entry and exit from rooms.
3. Reinforcement of robust respiratory hygiene – ‘Catch it, bin it, kill it!’
4. Enhanced, regular cleaning of primary contact points, door handles, work surfaces, etc. with appropriate detergents and disinfectants.
5. Use of face coverings (Years 7 and above) when in communal indoor areas.
6. Encouraging social distancing whenever possible.
7. Ensuring adequate ventilation where possible and use of outdoor spaces.
8. Encouraging twice weekly lateral flow device testing (Years 7 and above).

Key changes from Lent Term 2021:

- **Face Coverings**

Face coverings are no longer a requirement in the classroom for students in Years 7 and above. However, they will be required to be worn at all other times, except when outside, unless the student or staff member is medically exempt. This includes on transport (travel to/from school and Learning through the Outdoors), Assembly in the Great Hall, Dining Hall (except when actually eating and drinking), common rooms and corridors.

Face coverings should be recyclable high quality three layered multi-use face coverings and must be worn to cover both the nose and mouth. Users should ensure they have clean hands before putting on and following removal.

Preparatory School students are not required to wear face coverings at any time, but are welcome to do so if they wish.

All staff and students are welcome to wear face coverings at any time whilst on the campus.

Visitors must wear a face covering at all times whilst on the campus, unless medically exempt, including when dropping off and collecting students.

- **Uniform**

All students are expected to be in full uniform at all times during the College day.

Preparatory School students are permitted to attend in Myddelton College PE Kit every Friday, ready for their afternoon PE lesson. Students in all other year groups are expected to use the changing rooms for their PE/Sport lessons. All students engaging in co-curricular sports after school will also be expected to change (including Preparatory School students).

When students have their Learning through the Outdoors (LTTO) lesson, they may attend in their LTTO kit for the full day.

- **'Bubbles'**

During the last academic year, students were grouped into 'bubbles' in order to minimise the number of close contacts. The latest Welsh Government operational guidance suggests that 'bubbles', on occasions, resulted in a disproportionate number of students being required to self-isolate. There is now a greater emphasis on contact tracing, in line with the general population, and so 'bubbles' will no longer be required.

This means that, from September 2021, registration groups from Years 7 and above will return to house-based registration groups, rather than lesson-based.

- **Activities**

The activity programme for the Michaelmas Term will include cross-year activities where appropriate. Previously, these were restricted to 'bubble' groups, or year groups. This should enable us to offer a wider range of activities for all students to enjoy.

- **VI Form Lunch**

VI Form have previously been afforded the privilege to leave the campus at lunchtime. This was curtailed last year, but will be reintroduced from September 2021. VI Form students are reminded that they must continue to follow the Welsh Government guidance whilst off campus.

- **Staggered Break/Lunchtime**

With the exception of the Preparatory School, students will no longer have staggered break/lunchtimes. Preparatory School lunch will commence at 12:30pm instead of 12:40pm, and break for all students will commence at 10:35am.