

Burghill Community Academy



Risk Assessment Form

Assessor: Nick O'Sullivan Alex Davies	Date: 31 August 2020	Activity: COVID19 General cleaning of School areas – NO symptoms or confirmed infections	Location: Burghill Community Academy		
Standard of dress for activity (if relevant): Secured footwear with good grip.		PPE required: Disposable gloves, disposable apron. Face Mask if person wants.	Other equipment used during activity: Cleaning equipment.		
Persons exposed (please tick):	Employees <input checked="" type="checkbox"/>	Pupils <input checked="" type="checkbox"/>	Public <input type="checkbox"/>		
			Others <input type="checkbox"/>		
			Expectant Mothers <input type="checkbox"/>		
<p>Hazards Identified – Guidance Note: Look at the activity and identify hazard(s), tick if present and significant. If unsure, class as significant. Remember, whenever possible assessments should be carried out as a GROUP activity. The assessment should ignore trivia and everyday hazards. Blank/empty boxes should be used when hazards not mentioned are present.</p>					
Physical Injury Hazards		Physical Agents and Hazardous Substances		Miscellaneous	
Hit by moving vehicles		Hazardous substances	<input checked="" type="checkbox"/>	Display Screen Equipment	
Contact with moving part of a machine		Micro organisms		Hot work/fire hazards	
Hit by moving materials/substances i.e. water		Ionising radiation		Vibration	
Fall(s) from height		Noise		Restricted access	
Slips, trips and falls from the same level		Pressure systems		Manual handling	
Contact with/ use of live electrical equipment		Ultraviolet light		Lone working	
Contact with cold objects		Lasers		Confined spaces	
Contact with hot objects		Flammable liquid/solids		Waste produced by activity	<input checked="" type="checkbox"/>
Contact with sharp objects		Extremes of Temperature		Stress	
Impact with objects				Posture	
Physical attack					
Finger "nips"					



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Activity/Task/ Risk From	Hazard	Persons at Risk	Existing Control Measures	S	L	R	Res	Further Control Measures required	Date further measures completed by
Caretaking & cleaning duties	Cleaning in non- healthcare settings during COVID19 pandemic.	Staff/ Pupils	<ol style="list-style-type: none"> 1. Risk from residual infectious virus significantly reduces after 48 hours. Continue to store personal waste from symptomatic persons for 72 hours to elapse before disposal after symptomatic person has vacated site; 2. Strict compliance with use of PPE. Hands must be washed with soap & hot water for 20 seconds minimum after PPE has been removed; 3. As a minimum, <u>frequently touched surfaces</u> should be wiped down at <u>the beginning and at the end of each day</u> using standard cleaning products such as detergents and bleach, paying attention to all surfaces but especially ones that are touched frequently, such as <u>door handles, light switches, work surfaces, remote controls and electronic devices</u>; 4. COSHH RA's in place for cleaning materials; 5. Avoid creating splashes and spray when cleaning; 	4	2	8	M	<ol style="list-style-type: none"> 1. *If there is visible contamination with body fluids, then the need for additional PPE to protect the cleaner's eyes, mouth and nose might be necessary. The local Public Health England (PHE) Health Protection Team (HPT) can give guidance on required standards; 2. For Kitchen & Dining areas the cleaning products must comply & display either of these codes: BS EN 1276 or BS EN 13697 	



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			<p>6. It is very unlikely that COVID-19 is transmitted through food. However, anyone handling food should wash their hands often with soap and water for at least 20 seconds before doing so. Crockery and eating utensils should not be shared. Clean frequently touched surfaces regularly;</p> <p>7. Laundry - Wash items in accordance with the manufacturer's instructions;</p> <p>8. Waste does not need to be segregated unless an individual in the setting shows symptoms of or tests positive for COVID-19. Routine waste can be disposed of as normal, placing any used cloths or wipes in 'black bag' waste bins. They do not need to put in an extra bag or store them for a time before throwing them away.</p>					
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Reference point: <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings> Updated 15th July 2020



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S (Severity of accident/ exposure) x L (Likelihood of that accident/exposure happening) = R (Result). Res = Risk Rating Score - L, M or H

Assessment authorised by Headteacher/ School Business Manager			
Alex Davies			31/08/2021
RISK RATING SCORE	RESIDUAL RISK LEVEL	MANAGERIAL ACTION	RISK RESULT
1 - 5	L - LOW	Monitor, no action normally required	Acceptable = Risk Level & Controls Acceptable
6 - 10	M - MEDIUM	Attempt to improve controls so far as is reasonably practicable	
11 - 25	H - HIGH	Priority action to be taken to apply control measures	Not Acceptable = Risk Level & Controls Not Acceptable – Further Action Required
The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.			
Assessment Review			
Reviewed by:		Review date: Monthly	Existing risk assessment valid? (Y/N):
Has the activity changed? (Y/N):	How:	New controls:	
Have new equipment or materials been introduced? (Y/N):	What:	New controls:	

