

COVID-19 SECURE COLLEGE RISK ASSESSMENT

Curriculum or support Area	Whole college from 4 th Jan 2022	Ref No	COVID-19: 9.	Date of Assessment	04/01/22		
Assessing Team	KW, AF, SS, RB, BH, JN, RC						
Likelihood	5	5	10	15	20	25	
	4	4	8	12	16	20	
	3	3	6	9	12	15	
	2	2	4	6	8	10	
	1	1	2	3	4	5	
		1	2	3	4	5	
	Severity						
	<u>Likelihood (L)</u>			<u>Severity (S)</u>			
	1	Very unlikely to occur				1	Completely free of COVID-19
	2	Not likely to occur				2	Isolated case of COVID-19
	3	May occur at some point				3	COVID-19 in one campus building / more than one case
	4	Expected to occur to some point				4	COVID-19 assumed to be in several campus buildings
	5	Expected to occur regularly under normal circumstances				5	Wide spread COVID-19 across Cornwall College Campuses
	Likelihood x Severity = Risk (R) or (RR)						
			Acceptable				
			Monitor				
					Unacceptable		

This risk assessment is to be supplemented from the guidance found here:

[Actions for FE colleges and providers during the coronavirus pandemic - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/actions-for-fe-colleges-and-providers-during-the-coronavirus-pandemic)

College departments are to follow any relevant guidance for [working safely during coronavirus \(COVID-19\)](https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19) for their specific sector.

Apprenticeship provision is to follow the guidance found here:

[Providing apprenticeships during the coronavirus \(COVID-19\) pandemic - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/providing-apprenticeships-during-the-coronavirus-covid-19-pandemic)

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No	Hazard / Harm	Control Measures	Residual Risk (after controls applied)			Agreed by ELT
			L	S	RR	Y / N
1	Contracting COVID-19	<p>In line with current Government coronavirus guidance the college will be operating a COVID-19 secure college with staff and students on campus as required.</p> <p>COVID-19 testing is now the home testing regime of twice a week at home as set out by Government.</p> <p>College has set up asymptomatic testing for COVID-19 following government procedures and training.</p> <p>College will retain asymptomatic testing facilities on Campus for use if necessary by for example those that cannot test themselves at home.</p> <p>Staff are allowed time off with pay to attend coronavirus vaccination appointments.</p> <p>We will encourage students and staff to take up all offers of vaccinations and boosters as soon as available to them.</p> <p>The college will monitor COVID occurrence and may minimise travel between sites as appropriate. This will be communicated to staff via the Cascade and / or Insights.</p> <p>College is maintaining the COVID-19 secure environment for all on Campus as per the remainder of this risk assessment.</p> <p>The government has confirmed that it is expecting staff to attend work in COVID-19 secure educational establishments as required such that face to face education is not disrupted. We expect all staff to follow the system of controls thereby minimising the risk of transmission.</p>	3	4	12	Y

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		<p>The Executive Leadership Team will determine the staffing levels required to maintain normal college operations such that face to face education and student safety is not disrupted / compromised.</p> <p>The College report absence levels daily as required to the DfE and work on a daily basis with Public Health England and the government framework to determine where classes should go online.</p>				
2	Virus transmission by contact with infectious persons	<p>We will ensure that we minimise contact with individuals who are unwell :</p> <p>Symptoms of COVID 19 include a new continuous cough or a high temperature or a loss of, or change in your normal sense of taste or smell (anosmia). There is also evidence that symptoms of the new Omicron variant may be more like a cold and include sore throat, runny nose and a headache.</p> <p>Anyone who develops one or more of these symptoms should assume that it might be COVID and must not come into the college until they have recorded a negative COVID test.</p> <p>Any individual who has a positive COVID test must not come to the college</p> <p>They must immediately cease to attend and not attend for at least the number of full days set out in current government guidance:</p> <p>Self-isolation period for individuals who test positive for COVID-19</p> <p>‘Since Wednesday 22 December, the 10 day self-isolation period for people who record a positive PCR test result for COVID-19 has been reduced to 7 days, in most circumstances, unless you cannot test for any reason.</p> <p>Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two negative test results are no longer required to complete 10</p>	2	2	4	Y

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		<p>full days of self-isolation. The first test must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education setting from day 8. Anyone who is unable to take LFD tests will need to complete the full 10 day period of self-isolation. Further information is available in the stay at home: guidance for households with possible or confirmed COVID-19 infection.</p> <p>Daily testing for close contacts of COVID-19</p> <p>People who are fully vaccinated, or children and young people aged between 5 and 18 years and 6 months, identified as a close contact of someone with COVID-19, should take an LFD test every day for seven days and continue to attend their setting as normal, unless they have a positive test result or develop symptoms at any time.'</p> <p>We will follow this process and ensure everyone onsite is aware of it.</p> <p><u>Staff advised by Insight, students by letter and website, others at invite or sign in.</u></p> <p>The college is working closely the local health protection team, they may contact us directly when they become aware that someone has tested positive for coronavirus (COVID-19) and attended our premises, as identified by NHS Test and Trace.</p> <p>The health protection team, work with us to guide us through the actions we need to take. The local health protection team will provide definitive advice as to who must be sent home. We do not share the names or details of people with coronavirus (COVID-19) unless essential to protect others. Further guidance is available on testing and tracing for coronavirus (COVID-19).</p>				
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		<p><u>Tracing close contacts</u></p> <p>Close contacts will be identified via NHS Test and Trace and education settings are no longer expected to undertake contact tracing.</p> <p>As with positive cases in any other setting, NHS Test and Trace will work with the positive case to identify close contacts. Contacts from a setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact. This is likely to be a small number of individuals who would be most at risk of contracting COVID-19 due to the nature of the close contact. We will assist where required, usually in exceptional cases to help with identifying close contacts, as currently happens in managing other infectious diseases.</p> <p>Staff and students are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <ul style="list-style-type: none">• are fully vaccinated• are below the age of 18 years 6 months• have taken part in or are currently part of an approved COVID-19 vaccine trial• are not able to get vaccinated for medical reasons <p>NHS Test and Trace will contact them to let them know that they have been identified as a contact and check whether they are legally required to self-isolate. If they're not legally required to self-isolate, they will be provided with advice on testing and given guidance on preventing the spread of COVID-19. Even if they do not have symptoms, they will be advised to have a PCR test as soon as possible. If they are symptomatic of COVID-19 they must stay at home.</p>				
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		<p>Adults who do not need to isolate and young people aged under 18 years 6 months who usually attend an education or childcare setting, and who have been identified as a close contact, should continue to attend the setting as normal. They do not need to wear a face covering within the setting, but it is expected and recommended that these are worn when travelling on public or dedicated transport.</p> <p>The College will continue to liaise with health protection teams in the case of a local outbreak and will consider taking extra action if the number of positive cases substantially increases.</p> <p>The thresholds, detailed below, will be used by the college as an indication for when to seek public health advice.</p> <p><i>For most education and childcare settings, whichever of these thresholds is reached first:</i></p> <ul style="list-style-type: none"> • <i>5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period</i> • <i>10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period</i> <p><i>For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time:</i></p> <ul style="list-style-type: none"> • <i>2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period</i> <p>In the event that the college is advised to reintroduce some additional control measures we will apply them.</p>				
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3	Virus transmission from illness on site	<p>Symptoms of COVID 19 include a new continuous cough or a high temperature or a loss of, or change in your normal sense of taste or smell (anosmia). There is also evidence that symptoms of the new Omicron variant may be more like a cold and include sore throat, runny nose and a headache.</p> <p>If any person becomes unwell with symptoms of COVID-19 they must immediately report to their tutor, supervisor or other college host / representative and return home as soon as is reasonably practicable and follow guidance found here: guidance for households with possible coronavirus infection. This advice to be printed out in full for all staff on site to access. Isolation rooms available on every site and unwell person to proceed there immediately.</p> <p>College procedure to follow is found in the document finder in Insight, search for person showing signs of coronavirus.</p> <p>Report a COVID-19 case or isolation: covid19response@cornwall.ac.uk</p> <p>Any person that becomes unwell with symptoms of coronavirus will need to:</p> <ul style="list-style-type: none"> • book a test if they are displaying symptoms – no-one must come to college if they have symptoms, and will be sent home to self-isolate if they develop them at college <p>The college will engage with the local health protection team to manage any outbreak within the college community. Further guidance is available here: https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</p> <p>The college contact will be: Kate Wills.</p>	2	2	4	y
4	Virus transmission by touch	<p>Space Social distancing to be followed.</p> <p>Commercial / vocational / workshop environments will follow sector specific Government guidance: working safely during coronavirus (COVID-19)</p>	3	4	12	Y

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	<p><u>Hands</u></p> <p>Everyone must clean hands thoroughly more often than usual. Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitiser.</p> <p>Learners are required to clean their hands regularly, including when they arrive at our settings, when they return from breaks, when they change rooms and before and after eating. Hand sanitise at the start of every lesson, sanitiser provided in every classroom and further installed at regular intervals throughout.</p> <p>Regular and thorough hand cleaning is going to be needed for the foreseeable future.</p> <p>Reminder signage is displayed throughout premises and Staff remind each other and students.</p> <p>College provides and maintains hygiene systems at entrances, exits, toilets, kitchens and periodically in long corridors.</p> <p>Cleaning</p> <p>The college premises are kept clean by specialist cleaning teams and technical staff. Staff cleaners have access to appropriate materials and are aware of sanitisation techniques.</p> <p>Staff and students to clean own areas with hand washing available to all. Shared equipment should be cleaned before and after use thoroughly by the user and time allowed for this.</p> <p>Work stations / computer spaces are only shared where there is a strict cleaning regime in place both before and after use. Users should clean before and after use. Standard cleaning materials such as detergents and bleach will be used.</p> <p>Each campus produce specific risk assessments following FE specific guidance in addition to sector specific guidance found here: working safely during coronavirus (COVID-19)</p>				
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5	Virus transmission by air	<p><u>Space</u></p> <p>Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. College has signage in place, staff remind each other and students regularly.</p> <p>Promotion of adequate ventilation, with doors and windows to be open where possible and not causing significant fire risk. Ventilating using higher level / fan lights can reduce draughts. Ventilating spaces when rooms are unoccupied can also help balance heating and ventilation requirements. People dress accordingly. Poorly ventilated spaces are not in use for multiple occupation.</p> <p>Mechanical ventilation is in operation in where installed</p> <p><u>Face</u></p> <p>Face coverings required throughout college unless outside, or delivering lessons or have an exemption.</p> <p>Face coverings required in classrooms unless exemptions apply, teachers will not be expected to wear them if teaching at the front of the class and socially distanced. Close contact teaching will require the use of face coverings.</p> <p>Face coverings required in crowded and enclosed spaces where people come into contact with those they don’t normally meet. This includes public transport and dedicated transport to school or college.</p> <p>Face coverings may be worn by anyone anywhere if they so wish.</p> <p>Safe wearing of face coverings requires the:</p> <ol style="list-style-type: none"> 1. Cleaning of hands before and after touching – including to remove or put them on. 	2	2	4	y
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		<ol style="list-style-type: none"> 2. Safe storage of them in individual, sealable plastic bags between use. Where a face covering becomes damp, it should not be worn, and the face covering should be replaced carefully. 3. Staff and students should bring a spare face covering to wear if their face covering becomes damp during the day. 4. We will instruct students to: <ul style="list-style-type: none"> • Not touch the front of their face covering during use or when removing it. • Dispose of temporary face coverings in a 'black bag' waste bin (not recycling bin). • Place reusable face coverings in a plastic bag they can take home with them. • Wash their hands again. 5. Further guidance is available here: Safe working in education, childcare and children's social care - GOV.UK (www.gov.uk) 				
6	Risk to those who might be at higher risk contracting COVID-19	<p><u>Clinically Extremely Vulnerable (CEV)</u></p> <p>Clinically extremely vulnerable (CEV) people are no longer advised to shield, but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus.</p> <p>Staff previously classified as CEV and staff having chemotherapy who may not have been receiving treatment during the previous shielding and staff in their third trimester of pregnancy should have their individual risk assessment reviewed, (form available from intranet).</p> <p>There are a very small number of student exceptions who should not attend as they are under paediatric or other specialist care and have been advised by their GP or clinician not to attend.</p>	2	3	6	Y

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	<p>Risk to those who are pregnant catching COVID-19</p>	<p>Further information found here: guidance for everyone in this group. It provides advice on what additional measures clinically extremely vulnerable individuals can take.</p> <p><u>Staff who live with someone who is Clinically Extremely Vulnerable</u> The government advice is that staff can continue to come to work in a COVID-19 secure workplace where they themselves are not CEV. For staff in this category who remain in work they should request an individual risk assessment to ensure that we minimise risk with reasonable adjustments.</p> <p><u>Clinically Vulnerable</u> Clinically vulnerable staff should attend work. While in the workplace, they should follow the system of controls to minimise the risks of transmission. If clinically vulnerable staff have concerns around their individual circumstances they should speak with their line manager and complete an individual risk assessment which considers reasonable adjustments to support onsite working</p> <p><u>Pregnancy</u> Those whom are pregnant are considered ‘clinically vulnerable’ or in some cases ‘clinically extremely vulnerable’ to coronavirus (COVID-19) and therefore require special consideration as set out in the guidance for pregnant employees. We apply similar and appropriate principles for pregnant students.</p> <p>We carry out a risk assessment following the Management of Health and Safety at Work Regulations 1999 (MHSW). More information is available on workplace risk assessment for vulnerable people vulnerable people working in other industries. Information contained in the Royal College of Obstetricians and Gynaecologists, Royal College of Midwives guidance on coronavirus (COVID-19) in pregnancy is used as the basis for a risk assessment.</p> <p>Pregnant women of any gestation will not be required to continue working if this is not supported by the risk assessment.</p>				
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		<p>Women who are 28 weeks pregnant and beyond, or are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from COVID-19 at any gestation, will be advised to review their risk assessment as per CEV above and to take a more precautionary approach. We will ensure pregnant women are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable (this group may previously have been advised to shield).</p> <p>COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding contains vaccination advice.</p>				
7	Anxiety felt by relative of vulnerable person child or one with pre-existing condition	<p>We have completed extensive risk assessments and implemented significant risk control measures to make the College a COVID-19 secure workplace.</p> <p>Managers will discuss any concerns or where staff feel anxious and assess any reasonable adjustments that may be practicable.</p>	2	2	4	y
8	Mental health / wellbeing affected by COVID-19 related anxiety.	<p>Managers will maintain an awareness and focus on the importance of mental health at times of uncertainty.</p> <p>Sector specific guidance found here: extra mental health support for pupils and teachers and here: Mental health and behaviour in schools - GOV.UK (www.gov.uk)</p> <p>The college has an online mental health and wellbeing course available to all employees here: https://cam-ads.cornwall.ac.uk/ads/ls/idpinitiatedsignon.aspx?loginToRp=https://uk2secure.cardinus.com/SSO/SAML2/Cornw65858PACE/csh</p> <p>Other resources include:</p> <ul style="list-style-type: none"> • MindEd, which includes e-learning modules about young people's mental health 	2	2	4	Y

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		<ul style="list-style-type: none"> the Every Mind Matters platform, which has specific advice for adults and young people on maintaining good mental wellbeing during the coronavirus (COVID-19) pandemic the Education and Training Foundation's mental health and emotional wellbeing advice for FE staff the Digital Wellbeing of Students guide from Jisc, which curates a number of resources and guides the Samaritans' website which provides guidance on how to prepare for and respond to a suspected suicide in FE colleges resources to support student and staff mental health and wellbeing produced by college partnerships funded through the college collaboration fund 				
9	Catering & vending	Catering facilities have carried out COVID-19 specific risk assessment for the facility using the relevant parts of the government guidance found here: Guidance for food businesses on coronavirus (COVID-19) - GOV.UK (www.gov.uk) specific food standards agency guidance.	2	2	4	y
10	Risk posed by shared equipment	Sharing of equipment (such as tools, cars, minibuses etc...) is to be minimised. Wherever equipment has to be shared then <i>it must be cleaned before and after use.</i> Hot desking is to be avoided where possible, where this is not possible then cleaning before and after use is required. If you are hot desking then it is the <i>responsibility of the user to clean before and after use.</i>	2	2	4	Y
11	Risk posed by shared areas: toilets	Toilets are cleaned daily by specialist cleaning staff utilising appropriate cleaning materials. All toilets are equipped with appropriate hand washing facilities The toilets are not social spaces and time should be limited.	3	4	12	Y
12	Risk posed by shared areas: reception / entrance / exit /	Hand sanitising / washing stations at entrance to building, cleaning inside and strategically where necessary, clear signage in every entrance.	3	4	12	Y

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	corridors to/ within / from buildings					
13	Risk posed of increased transmission in student social spaces	<p>Open for learners and separate risk assessments in place.</p> <p>Cleaning and provision of hand sanitiser.</p> <p>Appropriate signage and clear behavioural expectations communicated and added to the Learner Code of Conduct.</p> <p>Should there be a COVID-19 outbreak then deep cleaning will be carried out.</p> <p>Students required to wear face coverings</p>	3	4	12	Y
14	Risk posed of increased transmission in LRCs	<p>Cleaning of workstations / laptops and associated equipment before and after use.</p> <p>Ventilate areas.</p> <p>Detailed individual site risk assessments for LRCs.</p> <p>Use of laptops and laptop trollies – use of wipes before and after use.</p> <p>PCs and desk area – <i>user to clean before and after use.</i></p> <p>Class groups need booked prior to use.</p>	2	3	6	y
15	Risk of transmission in vehicles	<p>Where travel in vehicles is needed for the colleges to continue to operate we:</p> <ul style="list-style-type: none"> • Ensure those who are travelling are necessary for the work to be carried out. • Consider if vehicle windows can be kept open. • Ensure that people practice good hygiene before and after using the vehicle. Provide hand sanitiser where necessary. • <i>Ensure vehicles are <u>cleaned</u> regularly, in particular between different users.</i> <p><i>Clean commonly touched areas in vehicles including:</i></p> <ul style="list-style-type: none"> ○ handles (inside and out) ○ steering wheel and starter button ○ centre touchscreen and stereo ○ handbrake and gearstick ○ keys and key fob 	3	3	9	y

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		<ul style="list-style-type: none"> ○ indicators and wiper stalks ○ windows, mirrors and mirror switches, seat adjusters any other controls ● sitting side-by-side not face-to-face ● wear face coverings when with people whom with we do not normally mix 				
16	Risk of transmission in transport including minibuses.	<p>Encourage walking, cycling and other forms of active exercise where appropriate.</p> <p>Transport providers will determine what appropriate protective measures will be put in place on transport and learners must comply with any requirements set.</p> <p>We will remind learners and staff that they must wear a face covering when travelling in England on a public bus, coach, train, tram, or other forms of public transport, the government recommends and expects their use in crowded enclosed spaces as per the safer travel guidance for passengers. This approach will apply to college transport.</p> <p>Maintain robust cleaning regimes.</p> <p>Use hand sanitiser upon boarding and again upon disembarking.</p> <p>Organised queueing and boarding.</p> <p>Transport to be well ventilated, open windows, open roof vents and vehicle ventilation system.</p> <p>Vehicles cleaned before and after each use.</p> <p><u>Educational Visits</u></p> <p>Cornwall College transport and student educational day visits / field trips are currently permitted where required for the qualification, insured and risk assessed.</p> <p>Overnight educational visits are permitted.</p>	3	4	12	Y

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17	Risk of transmission whilst administering First Aid	<p>In an emergency ring 999 where an ambulance is required.</p> <p>Emergency treatment, for example, provision of first aid, should be prioritised and given promptly in the event of an emergency. This means that people do not have to stay 2 metres apart if emergency assistance is required.</p> <p>People involved in the provision of assistance of others should pay particular attention to hygiene measures immediately afterwards, including washing hands.</p> <p>First aid staff must take all reasonable precautions following the updated COVID-19 advice.</p> <p>https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</p> <p>Advice has been sent to all first aiders and via Insight and will be available at first aid stations / bags.</p> <p>COVID-19 secure first aid training is permitted.</p>	2	2	4	y
18	Risk of transmission whilst cleaning	<p>Gloves and aprons available for cleaners as required in higher risk areas.</p> <p>Where possible cleaners are advised of COVID outbreaks and use “sanitising bombs” to remotely treat contaminated areas.</p> <p>Arrangements for cleaning of vehicles and shared equipment organised by individual sites and departments.</p> <p>Fabric seating will be cleaned as other furniture using standard sanitising products.</p> <p>Deep cleaning where required will be organised through site services. Guidance found here: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p> <p>Bins provided for waste e.g. paper towels and face masks.</p>	3	4	12	Y

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19	Risk of transmission singing, music and performing arts.	<p>There is an additional risk in activities such as singing and/or playing instruments. We will carry out these activities outside or in large well ventilated rooms, use microphones to encourage quieter singing or talking, discourage shouting and avoid sharing equipment but where this is unavoidable ensuring proper cleaning of any shared equipment before and after use.</p> <p>When planning indoor or outdoor face-to-face performance in front of a live audience we will follow the latest advice in the DCMS performing arts guidance, which provides details of how to manage audiences as well as carry out performing arts safely. When planning outdoor performances we will give particular consideration to the guidance on delivering outdoor events.</p> <p>We will continue to consider alternatives such as live streaming and recording performances, subject to the usual safeguarding considerations and permission.</p> <p>Each activity will be risk assessed with controls put in place and following relevant guidance found here: working safely during coronavirus (COVID-19) in the performing arts.</p>	2	3	6	N
20	Risk of transmission for SEND and EHC learners	<p>Special arrangements are put in place for those with SEND and EHC plans to keep them and others involved safe from coronavirus and to provide a suitable and sufficient experience. These students' educational and care support should be provided as normal. Appropriate PPE to be worn where risk assessments require them.</p>	3	3	9	Y
21	Risk of transmission in Hair and Beauty	<p>Hair and beauty provision is now open in line with government guidance for the sector.</p> <p>Face All hair and beauty practical sessions require type 2 medical grade face coverings and face visor to be worn by the practitioner. Where possible, dependent upon the treatment, the person receiving treatment is also to wear a face covering or a medical grade face covering where available.</p>	2	3	6	Y

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		<p>Face coverings to be worn in all communal areas and at all other times. Keep well hydrated when wearing face coverings.</p> <p>Space Social distancing wherever possible. All areas kept well ventilated.</p> <p>Hygiene All areas regularly cleaned both before and after treatments. All participants hand sanitise upon arrival. All staff and students hand sanitise at start of day, before and after treatments and regularly throughout the day.</p>				
22	Risk of transmission Physical Activity	<p>Indoor sports facilities such as Gyms / leisure facilities etc. are open to staff / students / public c/w application of COVID-19 secure controls.</p> <p>Organised outdoor sports and leisure facilities are now open with COVID-19 secure arrangements in place with inter college competitions permitted.</p> <p>Indoor inter college competitions permitted.</p> <p>All students may now participate in any formally organised sports and extra-curricular activity including with other organisations where safe to do so.</p> <p>Organised indoor and outdoor sport permitted.</p> <p>Students are kept in consistent groups, socially distanced where practicable and sports equipment thoroughly cleaned between each use by different individual groups.</p> <p>Wherever practicable sessions will be outside as we understand that this is particularly important in a sports setting because of the way in which people breathe during exercise.</p>	2	3	6	Y

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		<p>Use of face coverings will not apply where wearing a face covering would impact on the ability to take part in the activity such as exercise or strenuous activity such as sports. In these cases a specific risk assessment adhering to current sector specific guidance will apply.</p> <p>Organised indoor sport is permitted where it is part of education or training provision for students eligible to attend. https://www.gov.uk/guidance/coronavirus-covid-19-grassroots-sports-guidance-for-the-public-and-sport-providers</p>				
23	Risk of transmission in residential	<p>Each residential section has risk assessed its location and provision using guidance available here:</p> <ul style="list-style-type: none"> • actions for schools during the coronavirus outbreak • actions for FE colleges and providers during the coronavirus outbreak • guidance for special schools and other specialist settings • guidance for children’s social care services • safe working in education, childcare and children’s social care. <p>This applies to Stoke Climsland and Bicton. It contains advice on how to manage self-isolation in such settings in the event of a confirmed or possible case.</p> <p>If a student in a residential setting develops symptoms of coronavirus (COVID-19):</p> <ul style="list-style-type: none"> • a test will be booked immediately to confirm whether they have coronavirus (COVID-19) • we will ensure they and their residential group self-isolate <p>We will apply as practicable the NHS guidance on how to prevent germs from spreading.</p>	3	3	9	Y

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		<p>We will need put in place arrangements to bring meals and other essential commodities to the areas where students are self-isolating.</p> <p>Where a student with symptoms gets a test and the result is positive:</p> <ul style="list-style-type: none">• we will contact the PHE advice service immediately and follow their advice, this can be reached via the DfE coronavirus helpline on 0800 046 8687 and selecting option 1• staff will wear PPE for activities requiring close contact <p>In the case of any localised outbreaks, we will keep our residential provision open where reasonably practicable assessing on a case-by-case basis.</p> <p>We will remain open to those who:</p> <ul style="list-style-type: none">• have particular needs that cannot be accommodated safely at home• do not have suitable alternative accommodation <p>Where students normally travel between their FE education setting and home during term time for the purpose of education this can continue but students should minimise travel wherever possible.</p> <p>Where we have students travelling from or through a red list country we will follow the quarantine arrangements for boarding school students from red list countries which also covers FE residential providers.</p> <p>Where non-residential staff need to leave and enter the residential facility, the manager of the accommodation should operate a staff rota that minimises the risk of transmission by keeping the same staff together with the same students as far as that is possible.</p>			
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COVID-19 SECURE COLLEGE RISK ASSESSMENT

		<p>Where this is not possible, and non-residential staff need to leave and enter the residential facility, the manager of the accommodation will operate a staff rota that minimises the risk of transmission by keeping the same staff together with the same students as far as that is possible.</p> <p>The college will ensure that the arrangements for oversight of students in isolation protects the safety and welfare of all students and staff.</p> <p>We will put in place arrangements to bring meals and other essential commodities to the areas where self-isolation is occurring.</p> <p>If a resident of an HMO has coronavirus symptoms, all residents must isolate for 7 days, and follow the COVID-19: guidance for households with possible coronavirus infection guidance.</p> <p>Residential students who stay in residential accommodation provided by the College overnight, during the week and at weekends, may whilst staying in their education accommodation use on-site indoor and outdoor facilities and amenities (for example film rooms, gyms, 3G pitches etc.) outside of timetabled lessons.</p>				
24	Risk of transmission in off-site provision and work placements	<p>Students will participate in industry placements in line with government guidelines. We will involve staff, students and the organisations who provide work placements and check that COVID controls are in place.</p> <p>We are committed to ensuring that all young people undertaking a traineeship can spend time on a work placement with an employer. The work placement is fundamental to a traineeship, which is a work-focused route.</p>	3	2	6	Y

Monitoring

COVID-19 SECURE COLLEGE RISK ASSESSMENT

Senior manager, COVID-19 response officers and health and safety officers / reps to periodically walk sites and follow instructions to test. Monitoring walks to be undertaken to ensure all have understood rules and are following as intended. Any breaches to be addressed and advised of rules immediately. Any second breach to view as misconduct. Serious breach is potential gross misconduct. Staff to be made aware of who duty manager is and any concerns to be made known to the duty manager. Near misses to be recorded by site using incident report form:

<https://insight.cornwall.ac.uk/Interact/Pages/Content/Document.aspx?id=2276>

Communication

Staff	<p>All staff to be regularly informed of whole college risk assessment and risk assessment specific to their area. <i>Line manager cascade to ensure all staff are briefed about risk assessment and rules for working from sites.</i> Adequate signage along with briefings via Insight to keep staff informed of arrangements.</p> <p>General information - Available on the college website https://www.cornwall.ac.uk/ and Insight.</p>
Learners	<p>Letters – general letter to all learners and specific letters where required due to special considerations to all learners.</p> <p>General information - Available on the college website https://www.cornwall.ac.uk/</p>
Visitors	<p>Visitors are permitted on site. Any visitors / contractors allowed on site will need to follow COVID college / government COVID safety procedures e.g wearing face coverings. General information is included on the college website.</p> <p>Managers will need to individually risks assess events where there may be a larger number of external visitors.</p> <p>COVID-19 (Coronavirus) Information - Cornwall College</p>

COVID-19 SECURE COLLEGE RISK ASSESSMENT

Additional Actions Required

Item	Required Action	By Who	When	Date Complete	Signature
Ventilation	<p>Review ventilation system operations referring to updated Government COVID 19 (see page 14 section3)</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1044978/FE_COVID</p>	Estates / Site Services	14 th Jan 2022		
Poorly Ventilated Spaces	<p>Confirm that poorly ventilated areas have been risk assessed referring to updated Government COVID 19 (see page 14 section3).</p> <p>Implement CO2 monitoring of poorly ventilated areas.</p> <p>Where required apply for clean air filters for teaching areas through Government scheme</p>	Estates	28 th Jan 2022		
Cleaning	<p>Review cleaning regimes referring updated Government COVID 19 guidance (see page 14 section2)</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1044978/FE_COVID</p> <p>Link to UK COVID 19 cleaning guidance: cleaning in non-healthcare settings</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p>	Site Services Managers	28 th Jan 2022		

COVID-19 SECURE COLLEGE RISK ASSESSMENT

Staffing	Given the prevalence of the new COVID variant and reported impacts elsewhere, consider plans for mitigating increasing staff absence and impact on critical functions	AF			
Site / department risk assessments	Review site / department risk assessments Note <ul style="list-style-type: none"> • changes to management of Bicton / Stoke catering areas • Site procedures for cleaning vehicles 	Campus Heads / College Managers	1 st Feb 2022		

Signature: Executive Leadership Team

Date: 04/ 01 /2022