

## **Greek School of St. Athanasios, Cambridge**

**Assessment carried out by: Evangelos Giannoudis**

**Risk Assessment was updated: 08/03/2021**

As a school, we must protect people from harm. This includes taking reasonable steps to protect our workers and others from coronavirus. This is called a COVID-19 risk assessment and it'll help us manage risk and protect people. We must:

- identify what work activity or situations might cause transmission of the virus
- think about who could be at risk
- decide how likely it is that someone could be exposed
- act to remove the activity or situation, or if this isn't possible, control the risk

In the UK some rules such as social distancing may be different in each of the devolved nations. However, HSE regulates in all of these countries. For our school we should check the public health guidance for the country you are in:

- [England](#)

The school's classes which are populated with young children from 4 years of age up to 11/12 years of age.

We follow strict guidelines. Parents are not allowed in the school premises or its car park and we sterilize rooms and toilets at every interval and change of class, also the windows are open during the whole day to provide adequate ventilation to the classes. Also, we have established a staggering start and finish schedule of the classes in order to avoid gathering of pupils and we are using three separate doors for access to the school property. In addition, we are measuring the temperature all the pupils one by one before they enter the school with electronic contactless thermometers.

The majority of our teachers work at primary English schools and therefore they are having Covid tests twice a week. For those who are not, they are using rapid Covid tests to comply with the regulations. As we believe that the Health and Safety of our pupils and Teaching staff is of a paramount importance especially now.

Older children and adults have classes during the week. We continue with online classes with the adult classes and with older children who do not take any exam. Only classes with students that need to be assessed or take mock exams will attend in person.

What are the hazards?	Who might be harmed and how?	Controls	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Getting or spreading coronavirus by not washing hands or not washing them adequately	Teachers Students	<p>Follow our guidance on <a href="#">cleaning, hygiene and hand sanitiser</a></p> <ul style="list-style-type: none"> <li>- Provide water, soap and drying facilities at wash stations</li> <li>- Provide information on how to wash hands properly and display posters</li> <li>- Based on the number of workers and the number of people who come into school decide: <ul style="list-style-type: none"> <li>➤ how many wash stations are needed</li> <li>➤ where wash stations need to be located</li> </ul> You may already have enough facilities</li> <li>- Provide hand sanitizer for the occasions when people can't wash their hands</li> </ul>	<ul style="list-style-type: none"> <li>- Put in place monitoring and supervision to make sure people are following controls</li> <li>- Put signs up to remind people to wash their hands</li> </ul>	Committee members, teachers Staff	On going Following government guidelines

What are the hazards?	Who might be harmed and how?	Controls	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Getting or spreading coronavirus in common use high traffic areas such as playground and classrooms	Teachers  Students	Identify: <ul style="list-style-type: none"> <li>➤ areas where students and staff will congregate, eg classrooms, playground, toilets</li> <li>➤ Only maximum room capacity will be allowed in the classroom at one time.</li> </ul>	<ul style="list-style-type: none"> <li>- Put in place monitoring and supervision to make sure people are following controls put in place, eg following hygiene procedures, washing hands, following one-way systems</li> <li>- High levels of supervision by experienced members of staff.</li> <li>- Training in the use of all correct PPE in accordance to Government guidelines.</li> <li>- masks must be provided for everyone that enters the classroom.</li> <li>•All children use their own equipment (textbooks, pencils, etc)</li> <li>•Everyone must have a temperature check before they enter the classroom and wash their hands.</li> <li>•Hand sanitisers and wipes must be available for all to use. All students must be fully trained on how to sanitise their work area</li> <li>- Computer, chairs and desks need to be wiped down regularly</li> </ul>	Teachers, staff and committee members	On going  Following government guidelines

<p>Covid rapid tests</p>	<p>Teachers</p>       <p>Students</p>	<p>The majority of our teachers work at primary English schools and therefore they are having Covid tests twice a week. For those who are not, they are using rapid covid tests to comply with the regulations.</p> <p>Pupils and households are having Covid tests in a weekly basis (provided by their English school)</p>	<p>Follow government guidelines</p>		<p>On going</p> <p>Following government guidelines</p>
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What are the hazards?	Who might be harmed and how?	Controls	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
Introduction of virus from symptomatic or asymptomatic individuals	All	<ul style="list-style-type: none"> <li>- Advice on website</li> <li>- Reminders on emails</li> </ul>	<p>Regular hand sanitizing of everyone in school</p> <p>No entry to pupils displaying symptoms</p> <p>No Adults/Parents in the school that are not staff or without prior permission</p> <p>Temperature scanner at entrance</p>	<p>Staff</p> <p>Pupils</p> <p>Parents/Carers</p> <p>All</p>	<p>On going</p> <p>Following government guidelines</p>



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<p>Older children/Adult classes</p> <p>Delivering and collecting children</p>	<p>Parents</p> <p>Carers, children</p>	<p>Older children who do not take any exam this academic year and adults have classes during the week continue with online classes</p> <p>Parents/Carers to drop and collect outside the building. Parents should be socially distanced when dropping and collecting and should not mingle and gather with other households</p>	<p>for pupils below the age of 11 as they fall under low risk group - Only maximum classroom capacity will be allowed at one time and not to be exceed</p> <p>Parents/Carers will be asked to follow social distancing outside of the building for collection and drop off.</p> <p>A staggering start and finish schedule of the classes has been established in order to avoid gathering of pupils and we are using three separate doors for access to the school property.</p> <p>Access to school by using 3 different entrance doors</p>	<p>Parents Carers Children</p> <p>Committee</p>	<p>On going</p>
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<p>Breaks, Food &amp; Snacks</p>	<p>Participants</p>	<p>All breaks and refreshments to be taken within the classroom.</p> <p>Attendees should bring their own food, snack and water bottles</p>	<p>Children to wash hands before and after snack (classroom). Avoid sharing food.</p> <p>Break time for pupils will remain within classroom to minimize movement of pupils across the school. They will remain in allocated seats for the duration of their break</p>	<p>All</p>	<p>On going</p> <p>Following government guidelines</p>
<p>Use of shared equipment</p>	<p>Participants</p>	<p>Sharing equipment to be avoided completely where possible or cleaned between users</p>	<p>Pupils are using their own books and bring their pencil cases etc. They are advised not to share personal equipment</p>		
<p>Toilets</p>		<p>Manage use of toilets to limit the number of children at any one time</p>	<p>Toilets to be cleaned frequently. At least 3x per day and between use by different slots.</p>		
<p>Staff with health issues</p>	<p>Teachers</p>	<p>Ask them to contact their consultants to seek advice on their condition</p> <p>Stay at home; follow NHS 111 advice;</p>		<p>Committee</p>	



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Staff and pupils with symptoms	All	If a participant develops symptoms of Covid-19 while in attendance, they will need to leave the site immediately if well enough to do so.		Teachers, Committee members, Staff	
Symptomatic Individual	All	<p>Any individual showing symptoms and unable to leave immediately, to be kept in an allocated room awaiting collection, with a Supervisor if a child</p> <p>Supervisor to wear PPE mask and gloves</p>	<p>-Parent/Carers will be called to collect symptomatic pupil and told to self-isolate.</p> <p>- Attendees within bubble of infected individual will be contacted and advised to self-isolate and follow the government guidance that is relevant on date of infection.</p> <p>Supervisor dealing with symptomatic individual to be wearing full PPE.</p> <p>All government guidance regarding test and trace to be adhered.</p>		
Individual participants not aware of requirements	All	Communicate policies and risk assessment with all participants	<p>Risk assessment to be checked regularly to compliant with government guidelines.</p> <p>Risk assessment to be available on school website</p>	Committee members	

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<p>Review the risk assessment</p>	<p>Committee members</p>	<p>Covid measures assessments are standing item in the agenda of every committee meeting, following Government's guidelines.</p>		<p>Committee members</p>	
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Author	Reviewer	Approved (Date)
Dimitra Parisi	Evangelos Giannoudis	08/03/2021

We currently increased precautions in place to ensure effective the prevention of the spread of illness.  
All users of the building are asked to follow the following guidance:

## Do

- wash your hands with soap and water often – do this for at least 20 seconds
- always wash your hands when you get home or into work
- use hand sanitiser gel if soap and water are not available
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin straight away and wash your hands afterwards
- try to avoid close contact with people who are unwell



## Don't

- do not touch your eyes, nose or mouth if your hands are not clean

If you think you might have coronavirus, have been to a country or area with a high risk of coronavirus in the last 14 days or you've been in close contact with someone with coronavirus ring NHS 111. Visit <https://www.nhs.uk/conditions/coronavirus-covid-19/> for further details.

*Information for staff, visitors and building users*

## Further information

HSE's [latest advice on coronavirus](#)

For information about health and safety, or to report inconsistencies or inaccuracies in this guidance, visit [www.hse.gov.uk](http://www.hse.gov.uk)

You can [order HSE priced publications](#). HSE priced publications are also available from bookshops.

This document is available at: [www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf](http://www.hse.gov.uk/coronavirus/assets/docs/risk-assessment.pdf)

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Published by the Health and Safety Executive 10/20