



ALBERT PRIMARY RISK ASSESSMENT

Location/Premises/School: Albert Primary School	Date: 12/01/2021
Completed by: Adapted by A Gilbert	Review date: as and when required e.g. issues identified, changes in Welsh Government / Public Health advice etc
<p>Activity/Description/Area:</p> <p style="text-align: center;"><u>COVID-19: Operational Risk Assessment for School & Critical Worker/Vulnerable Provision</u></p> <p>Critical worker / vulnerable childcare provision will be provided, as legislated by WG, from Wednesday 6th January 2021. During closure, pupils will stay at home and undertake remote learning activities.</p> <p>This risk assessment takes into account the following Welsh Government operational guidance: https://gov.wales/keep-education-safe-operational-guidance-schools-and-settings-covid-19</p> <p>Minimising contacts and mixing between people reduces transmission of COVID-19. Maintaining distinct contact groups that do not mix makes it easier, in the event of a positive case, to identify those who may need to self-isolate and to keep that number as low as possible.</p> <p>Learners attending the Critical Workers/Vulnerable Learners' Provision will be grouped in 'year groups'. Contact between groups will be minimised as much as possible. Staff to arrange classrooms/school halls with forward facing desks (where possible), staff maintaining distance from pupils and other staff as much as possible. Children will be kept in year groups for the majority of classroom time but allowed to mix into wider groups for wraparound care and catering operations.</p> <p>Summary of provision accommodation locations / operations:</p> <ol style="list-style-type: none"> 1. Nursery /Reception / Year 1 (situated in Foundation Phase hall / if future increases in capacity requirements of provision accommodation could include Reception classroom) 2. Year 2 (situated in Year 3 classrooms) 3. Year 3 and 6 (Situated in Key Stage 2 hall) 4. Year 5 (situated in Year 5 classrooms) 5. Year 4 (situated in Year 4 classrooms/shared learning area) <p>School teachers and support staff will have the opportunity to work remotely from home, where possible, to undertake on-line learning activities.</p>	

Staff working in school, supporting pupils, will continue to adhere to procedures in this Risk Assessment document.

To support Critical Key worker families and Vulnerable children the school operates a weekly booking system to control numbers attending site.

- Parents / Carers are notified that this is a 'last resort' provision.
- Access to the provision will be from 8:50am – 3:20pm for Early Yrs/Foundation Phase and 3.30 for KS2 pupils.
- Temperature checks will be taken prior to entering the school building for all pupils
- Packed lunch provided from home; Lunches to be eaten in 'bubble groups' / areas cleaned down using cleaning guidance in the Risk Assessment.
- Mid-day supervisors will support staff over the lunch time period – supervising outdoor play [within 'bubbles'] / providing a lunch break opportunity for staff, where appropriate.
- Staff including onsite cleaner to clean down having accessed areas.
- PPE to be worn during the sessions by all staff
- Rota system to assist staffing levels on site.
- Keep 'year group' bubble contact groups apart - strictly no movement around the school.
- Dedicated entrances;
- Staggered breaks / yard timetables;
- Pupils / staff to eat staggered lunch in hall / classrooms [if staff room is at capacity [**4 persons max**] then use classroom - follow additional hygiene procedures after use – tables / handles etc.
- Separate toilets for different contact groups [EYrs/FPhase – Reception Toilet / KS 2 pupils – KS 2 toilets]

Within Provision Learning Areas eg halls / classroom:

- Small adaptations to the learning areas / classroom to support distancing where possible, including sitting side by side and facing forwards;
- Move unnecessary furniture and soft furnishings out of learning areas / classrooms to give more space;
- Maintain a distance & reduce the amount of time they are in face to face contact: reduce activity requiring close collaboration;
- Ideally, adults to maintain a 2 metre distance from each other and from pupils;
- Staff to avoid close face to face contact and minimise time spent within 1 metre of anyone
- Ensure sufficient hand washing / hand gel 'stations'
- As far as possible, staff and pupils have their own individual and very frequently used equipment such as pens and pencils and not shared.
- Classroom based resources such as books and games can be used and shared within a contact group; they should be cleaned regularly.

- Limit set on the amount of equipment pupils bring into school each day to essentials e.g. lunch boxes, drinks bottle, outerwear clothing, medication.

CRITICAL REVIEW [January 2021]

Given the very high number of cases nationally and in order to reduce the risk of infection, all staff who have to come into the workplace, or work with colleagues where a 2 metre cannot be maintained must wear Fluid-resistant (Type IIR) surgical masks, until further notice. The attached guidance which has now been made available applies to all staff (until further notice).

<https://staffnet.valeofglamorgan.gov.uk/Documents/Staff-Central/Coronavirus/PPE-Face-Masks-Indoor-Areas-Guidance.pdf>

- Staff accessing the school – to ensure classroom is well ventilated. Ventilation should be balanced with thermal comfort.
- Cleaners briefed on cleaning regular touch points.
- Staff/pupils not to use shared items that are not cleaned/sanitised.
- Staff rooms occupancy levels should be adhered to / only designated number of staff can use them [furniture has been removed and signage is present]
- Staff should make their refreshments for themselves only and not for friends/colleagues. Staff to ensure kettles are wiped before/after use.
- Staff not to share food – communal biscuits/cakes are not to be supplied/brought into school..
- If visors are worn ensure that they are cleaned regularly and not left where others can touch them.
- Staff to continue to wear PPE in communal areas.
- *Shielding* advice was updated on the 22nd Dec and will be in place until 7th Feb.21. Employees who fall into the clinically extremely vulnerable group need to work from home whilst current regulations apply. <https://gov.wales/guidance-on-shielding-and-protecting-people-defined-on-medical-grounds-as-extremely-vulnerable-from-coronavirus-covid-19-html>
- If any employee is required to self-isolate, they will be asked to undertake suitable work at home for that period (currently 10 days).

Further support can be obtained from the Health & Safety Team on 01446 709361 / skwilliams@valeofglamorgan.gov.uk / lhort@valeofglamorgan.gov.uk

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Date action completed
Spread of Coronavirus	Staff & pupils Not following national guidance	<p>Following National Public Health guidance at all times</p> <p>https://gov.wales/operational-guidance-schools-and-settings-autumn-term-covid-19</p> <p>https://gov.wales/education-coronavirus</p> <p>[Refer to Appendices for additional information]</p> <p>Anybody unwell with symptoms of COVID-19 or living with someone who does, must stay at home:</p> <ul style="list-style-type: none"> • New continuous cough; • High temperature; • Loss of / change in taste or smell <p>No pupils / staff to attend school if they:</p> <ul style="list-style-type: none"> • Feel unwell, have any of the above symptoms or have tested positive to COVID-19 in the past 10 days; • Live in a household with someone who has symptoms of COVID-19 or has tested positive to COVID-19 in the past 14 days <p>Robust hand and respiratory hygiene including ventilation</p> <p>Continue with the increased cleaning arrangements</p> <p>Active engagement with Test, Trace, Protect</p>	Monitor the hygiene practices and social distancing	Staff	Ongoing	

		Consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination.				
Prevention of Coronavirus	Staff & Pupils	<p>Regular communication with staff, parents, guardians etc.</p> <p>Minimise contact between individuals as much as possible:</p> <ul style="list-style-type: none"> • Younger pupils – separating groups; • Older pupils – distancing. <p>There will be some temporary changes to the timings of the school day to ensure our school can safely manage drop off and collection of children.</p> <p>The school entrance gate will be open at 8.45am and children will be able to enter the school building from 8.50am using our current access arrangements.</p> <p>To avoid congestion, at the end of the day, Reception, Years 1 and 2 children are to be collected at 3.20pm. Key stage 2 and Nursery children are to be collected at 3.30pm.</p> <p>Process in place for removing face coverings by those that use them when they arrive at school – don't touch front of mask, place mask in covered bin (reusable masks into a plastic bag that can be taken home with them), wash hands</p> <p>Cleaning hands thoroughly more often than usual with soap & water / hand gel – on arrival at school, returning from breaks, during a change of room and before / after eating</p> <p>Good respiratory hygiene by promoting 'catch it, bin it, kill it'</p> <p>Continuing with enhance cleaning, particularly frequently touched surfaces & outside equipment</p> <p>Wearing appropriate PPE (see below)</p>	<p>Ensure sufficient hand washing / hand gel 'stations'</p> <p>Supplies of tissues & bins to be made available</p> <p>Consider separate toilets for different contact groups; where this is not possible use hand gel before entering the toilet & ensure toilets are</p>	<p>Head Teacher</p> <p>Staff</p>	<p>1/9/20</p> <p>Ongoing</p>	

		<p>Ensure appropriate ventilation</p> <p>Within classroom:</p> <ul style="list-style-type: none"> • Make small adaptations to the classroom to support distancing where possible, including sitting side by side and facing forwards; • Move unnecessary furniture out of classrooms to give more space; • Maintain a distance & reduce the amount of time they are in face-to-face contact; • Ideally, adults to maintain a 2-metre distance from each other and from pupils; • Staff to avoid close face-to-face contact and minimise time spent within 1 metre of anyone <p>Elsewhere:</p> <ul style="list-style-type: none"> • Keep contact groups apart where possible; • Avoid large gatherings such as assemblies or collective worship with more than one group; • Movement around the school to be kept to a minimum; • Avoid creating busy corridors, entrances and exits; • Consider staggered breaks and lunch times (time for cleaning surfaces in dining hall between groups); • Consider shared staff spaces and how set up and used to help with distancing from each other; keep use of staff rooms to a minimum. <p>Limit the amount of equipment pupils bring into school each day to essentials e.g. lunch boxes, bags, hats, coats, books, stationery, mobile phones etc. Books and other shared resources can be taken home, but unnecessary sharing should be avoided; they should be cleaned and rotated.</p> <p>Staff and pupils should have their own individual and very frequently used equipment such as pens and pencils and not shared. Classroom-</p>	<p>cleaned regularly</p> <p>Resources that are shared between contact groups such as sports, art and science equipment should be cleaned frequently and meticulously and always between contact group, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different contact groups</p>			
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		based resources such as books and games can be used and shared within a contact group; they should be cleaned regularly.				
Pupils and staff with underlying health conditions that are at high risk	Staff & pupils	<p>The Welsh Government has reintroduced shielding; the advice is that staff and pupils can work from home where possible.</p> <p>Risk assessment to be completed on those returning from the shielding group</p> <p>Risk assessments already completed on staff in the clinically vulnerable group</p> <p>Staff and pupil well-being is a primary concern for the school.</p> <p>Support mechanisms for staff include:</p> <ul style="list-style-type: none"> • Talking to line manager; • Employee Assistance Programme (Care First) available 24/7 on 0800 174 319; • Occupational Health Service can be contacted on 07894 326948 or 07714 397521. <p>Staff to positively reinforce behaviours around social / physical distancing and hygiene as opposed to stigmatising mistakes</p> <p>Staff to be alert to identify and support learners who exhibit signs of distress</p>	<p>Monitor Welsh Government advice for any additional action to be taken in relation to those that were shielding.</p> <p>Support can be obtained from the H&S Team and / or the OH Service</p> <p>Staff to use the COVID-19 Workforce Risk Assessment (self-assessment) to consider their own health and well-being status to see if they are at higher risk of development more serious symptoms if they come into contact with</p>	<p>Head Teacher</p> <p>Any staff that choose to</p>	Ongoing	

			the COVID-19 virus – result will be either low, high or very high. Result to be discussed with line manager.			
Pupils with symptoms entering the school	Staff & pupils Spreading symptoms to others	All pupils, parents / guardians will be screened on arrival at the school with a standard set of questions. Temperature checks will also be taken. Parents / guardians reminded of their responsibility to abide by current guidelines on hand washing, social distancing & staying safe at home Pupils to use hand gel on entering the school. https://gov.wales/operational-guidance-schools-and-settings-autumn-term-covid-19	Monitor for symptoms developing. Any child showing symptoms on arrival will not be admitted to the school.	Staff	Ongoing	
Transport	Staff & pupils	Staff to avoid car sharing with work colleagues Face coverings to be worn on public transport LA transport provision has been risk assessed by Transport Services				
Antibody testing	Staff & pupils	All schools are currently in a programme of antibody testing			Completed	

Pupils / staff developing symptoms whilst at the school	Staff & pupils Spreading symptoms to others	<p>If anyone becomes unwell with (NHS Guidance) either:</p> <ul style="list-style-type: none"> • A new continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual) • A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature). However, a non-contact thermometer can be found in each building. • loss of smell or taste (anosmia) <p>They should be sent home and advised to follow the Self-isolation guidance & Staying at Home Guidance.</p> <p>Pupil numbers in any ‘class contact group’ restricted by staffing levels and the social distancing protocol.</p> <p>If any person displays the above symptoms of coronavirus, follow the guidance https://gov.wales/education-coronavirus</p> <p>National guidance on: https://gov.wales/education-coronavirus and more general guidance on social distancing to be observed when entering / leaving school and throughout the day wherever possible to reduce the risk of spreading infection.</p> <p>All persons to wash hands upon entry, regularly throughout the day and follow good hygiene practices when not in the school. <i>N.B. - soap and water is the preferred means of washing but sanitiser is also provided.</i></p> <p>Pupils in the care of the school that feel unwell or who may start displaying symptoms must be isolated into a separate room [Albert Primary's Nurture/ALN Room] in line with current guidance. Their parent / guardian must be contacted using the emergency contact numbers provided at registration.</p>	Monitoring Ensure surfaces that symptomatic pupils / staff have come into contact with are carefully and thoroughly cleaned	Staff	Ongoing	
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		<p>Arrangements must be made for the pupil to be collected and taken home into isolation. Additionally, parents / guardians should be reminded to follow current national advice in relation to self-isolation / staying at home. The pupil should be excluded from that point and observe national guidance. Parent/Guardian to be advised to arrange for pupil(s) to be tested.</p> <p>Current guidance advises that if a member of staff has helped someone who was taken unwell with a new, continuous cough and / or a high temperature do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.</p> <p>Staff developing symptoms at school must go directly home and follow the stay at home and social distancing guidance. Staff member should also arrange to be tested. If testing positive an AC1 (Accident form) form should be completed and returned to the Health and Safety department.</p> <p>Any equipment used by a person with symptoms must be removed from use immediately and thoroughly cleaned and disinfected.</p> <p>Following national Cleaning Guidance of areas where a person is suspected of having coronavirus.</p>	<p>If test is negative, they can return to school when they feel well enough to do so</p> <p>Advise H&S Team as soon as anybody in the school tests positive</p>			
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Person to person transmission	<p>All staff & pupils</p> <p>Lack of social distancing, sharing equipment, not washing hands properly</p>	<p>As above PLUS: Parents & pupils to be encouraged to maintain social distancing on arrival.</p> <p>Activities developed and coordinated to minimise close contact (see link above).</p> <p>Social hygiene skills e.g. using / disposal of tissues, face touching etc. to be reinforced throughout the day.</p> <p>Class groups should be segregated wherever possible including break and or lunch times (eat in classrooms) and outdoor play by appropriate means.</p> <p>All persons to wash hands upon entry, regularly throughout the day, on departure and follow good hygiene practices when not in school.</p> <p><i>N.B. - soap and water is the preferred means of washing but sanitiser is also provided.</i></p>	Staff to remain alert for symptoms in others		Ongoing	
Transmission via inanimate objects	<p>All staff & pupils</p> <p>Sharing equipment, insufficient cleaning</p>	<p>Sharing objects to be minimised wherever possible.</p> <p>Communal objects / surfaces to be cleaned using standard cleaning methods but on a more frequent basis (determined by number of persons present, frequency of use etc.). NB this also applies to more infrequent tasks such as removing depleted toilet roll cardboards.</p> <p>Specific areas / equipment used by persons who have been excluded (due to developing symptoms) must be cleaned before reuse in line with guidance (see link above).</p> <p>If required, contact AR Contract Cleaning Co. for specific cleaning related issues</p> <p>Consideration must be given to prohibiting personal belongings being brought into school unless justifiable and control measures introduced to prevent cross contamination.</p>	Staff to remain alert for symptoms in others		Ongoing	

Personal Protective Equipment (PPE)		<p>Physical distancing, hand hygiene and respiratory hygiene (catching a cough or sneeze in a tissue or covering the mouth and nose with an elbow or sleeve) remain strongly evidenced to be the most effective ways to prevent the spread of coronavirus. There is therefore no need to use personal protective equipment (PPE) when undertaking routine educational activities in classroom/school settings.</p> <p>PPE is only needed in a very small number of cases including:</p> <ul style="list-style-type: none"> • Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way. • If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. • A risk assessment has determined that PPE must be worn in a particular situation. <p>A supply of PPE is provided by the Council.</p> <p>Routine Activities No PPE is required when undertaking routine educational activities in classroom or school settings.</p> <p>Suspected COVID-19</p> <ul style="list-style-type: none"> • Gloves, aprons and a fluid-resistant surgical mask should be worn 	<p>All staff to be trained in putting on and removing PPE in the right order, safety dispose of the waste and use correct hand hygiene steps to reduce the risk of onward transmission of the infection</p> <p>Consider the well-being of pupils before considering whether staff or older pupils</p>	<p>Line managers</p> <p>Head Teacher</p>	1/09/20	
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		<p>if a child or young person becomes unwell with symptoms of COVID-19 and needs direct personal care.</p> <ul style="list-style-type: none"> • Eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting. • Gloves and aprons should be used when cleaning the areas where a person suspected of having COVID-19 has been. <p>Intimate Care</p> <ul style="list-style-type: none"> • Gloves and aprons should be used when providing intimate care to a child or young person. This can include personal, hands-on care such as washing, toileting, or first aid and certain clinical procedures such as assisted feeding. • Fluid-resistant surgical mask and eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes such as from coughing, spitting, or vomiting. • Gloves, fluid repellent gown, mask and eye protection are indicated when undertaking aerosol generating procedures such as suction. • Gloves and aprons should be used when cleaning equipment or surfaces that might be contaminated with body fluids such as saliva or respiratory secretions. <p>Social / physical distancing, hand hygiene and respiratory hygiene remain the most effective ways to prevent the spread of coronavirus</p> <p>No PPE is required when undertaking routine educational activities in the classroom / school setting</p>	<p>wear face coverings. No one who may not be able to handle face coverings (young pupils, SEN or disabilities) should wear them as it may inadvertently increase the risk of transmission</p>			
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Use of face coverings for health purposes		<p>If a pupil becomes unwell with symptoms of COVID-19 and needs direct personal care, staff should wear disposable gloves, apron and fluid-resistant (type IIR) surgical mask; eye protection should also be worn if a risk assessment determines that there is a risk of splashing to the eyes from coughing, spitting or vomiting; gloves and aprons to be worn when cleaning areas where a symptomatic person has been</p> <p>All the above PPE to be worn if providing intimate care</p> <p>Non-medical face coverings are not PPE and are recommending in the community where social distancing cannot be maintained.</p> <p>School environment to be organised so they operate with social distancing maintained throughout a routine day.</p> <p>The Local Authority now strongly recommends the use of face coverings by staff in communal areas in primary schools. Effective from Monday 5th October all staff wear face coverings in communal areas of the school and when working in close proximity to children.</p> <p>The Governors of Albert Primary School recommends and encourages all adults to wear face masks/coverings at drop off and collection times. <i>The school understands that a number of parents/carers are medically exempt and acknowledge that these individuals would not wear them.</i></p> <p>Please refer to video link below to show donning and doffing PPE – the link below refers to health / social care and patients, the order the PPE is donned and doffed is exactly the same.</p> <p>https://www.youtube.com/watch?v=-GncQ_ed-9w&feature=youtu.be</p>				

Test, Trace, Protect		<p>Welsh Government's Test, Trace, Protect strategy was implemented from 1 June.</p> <p>COVID-19 testing is available to anyone who has one of the following symptoms:</p> <ul style="list-style-type: none"> • A new continuous cough • A fever (above 37°C) • Loss of smell or taste <p>You can apply for a test online.</p> <p>If anybody tests positive a Contact Tracer will contact them (parent of a pupil) to help identify potential contacts. A second contact tracer will then get in touch with those contacts and advise them to self-isolate for 14 days from their last contact with the positive person. These people will only be required to take a test if they develop symptoms.</p> <p>People are considered as potential contacts if they were in contact with the person who has tested positive during a period beginning up to 2 days before symptoms started and ending when the case entered home isolation.</p> <p>A positive test on site does not require closure of the school</p> <p>Where staff have maintained social / physical distancing rules and adhered to hygiene measures during work and where required have used PPE, they would not be regarded as part of a contact tracing exercise</p> <p>If school identifies a potential cluster or outbreak, they will contact the regional multi-agency TTP Team immediately</p>	<p>Monitoring</p> <p>School will be contacted by the TTP team to assist in tracing contacts</p> <p>School to maintain records of all staff / pupils on site, where, when etc.</p> <p>School to note that a contact is defined as someone who has had close contact:</p> <p>Within 1 metre of the person who has tested positive and has been coughed on, had a face-to-face conversation, had skin-to-skin physical contact, or been in other</p>	Headteacher / Staff	Ongoing	
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			<p>forms of contact within 1 metre for 1 minute or longer;</p> <p>Within 2 metres of the person testing positive for more than 15 minutes</p> <p>Having travelled in a vehicle with the person who has tested positive.</p>			
Identifying clusters and outbreaks	Staff & pupils	<p>A cluster is defined as 2 or more cases of COVID-19 among pupils or staff within 14 days or an increased rate of absence due to suspected or confirmed cases of COVID-19</p> <p>An outbreak is defined as 2 or more confirmed cases of COVID-19 among pupils or staff who are direct close contacts, proximity contacts or in the same 'bubble' in the school, within 14 days.</p> <p>An outbreak is declared over when there has been 28 days since the onset of the last confirmed case in the school and the results of any possible cases in pupils and staff in that time have tested negative</p>	<p>Outbreak Control Team will consider:</p> <p>Adjustments to how the school is operating to facilitate infection & control measures and social distancing;</p> <p>If further groups need to be asked to</p>			

			<p>self-isolate e.g. class groups, other functional groups or year groups;</p> <p>Whether to undertake an enhanced investigation including testing of a wider group.</p>			
Dermatitis (staff)	<p>All staff</p> <p>Washing hands excessively</p>	Moisturising creams can be used periodically if required.	Monitoring	Staff	Ongoing	

Lack of First Aid provision	All staff & Pupils	<p>Low risk environment.</p> <p>Supervision rations to be adhered to (minimum of emergency first aid staff on site at all times).</p> <p>First aid equipment available and adequately stocked.</p> <p>Corporate accident / incident form to be completed where appropriate.</p>	Monitoring	Staff	Ongoing	
Administering prescription medication	<p>Pupils</p> <p>Incorrect medication or dosage given; medication not available</p>	Staff from each individual school to liaise with parent / guardian / pupil to ensure availability at the school.	Follow procedures at all times	Staff	Ongoing	

Fire	<p>All staff & pupils</p> <p>Burns, smoke inhalation, asphyxiation</p>	<p>Inspection undertaken by Council Fire Safety Officer and advice sheet provided.</p> <p>Isolate areas of the school that are not required to be used within the school activities to prevent unauthorised access – without compromising emergency evacuation routes.</p> <p>Fire alarm checks to be carried out as normal.</p> <p>All staff and pupils to be given induction (including tour of exits, assembly point etc.); fire wardens to be agreed including means of contacting emergency services.</p> <p>Fire doors should not be wedged open unless done so with an appropriate hold open device that is connected to the fire alarm system.</p>	<p>Follow advice provided</p> <p>Further advice from Andrew Gwatkin, Fire Safety Officer 01446 709150</p>	Staff	Ongoing	
Use of play activities	<p>Pupils</p> <p>Infection, bumps, fractures</p>	<p>Do not use play equipment that required high levels of shared use.</p> <p>Suitable control measures in place as per guidance including age segregation.</p> <p>Play equipment to be cleaned throughout the day.</p> <p>Contact activities minimised to prevent cross contamination.</p> <p>Social distancing guidelines observed as far as practicable.</p>	Monitoring	Staff	Ongoing	
Child Protection	<p>Pupils</p> <p>Abduction etc.</p>	<p>Standard procedures to be observed including consideration of older age groups.</p> <p>Appropriate site security arrangements in place.</p> <p>All staff aware of their safeguarding duties</p> <p>All staff and pupils should know how to contact the Designated</p>	<p>Follow procedures at all times</p>	Ongoing		

		<p>Safeguarding Person (DSP) and consider how pupils can talk privately.</p> <p>Standard procedures to be observed including consideration of older age groups.</p> <p>Appropriate site security arrangements in place</p>				
Building & property maintenance	<p>All staff & pupils</p> <p>Legionella, defects in property, faults, electric shock etc.</p>	<p>All routine inspections & tests must be maintained e.g. legionella water monitoring, hand wash water temperatures.</p> <p>Statutory inspections & servicing to continue.</p> <p>Defects to be reported for remedial action.</p> <p>Any areas presenting increased risk to pupils to be isolated e.g. D&T rooms.</p> <p>All doors to chemical / cleaning storage, electrical distribution cupboards, high risk areas etc. to be kept locked.</p> <p>Good housekeeping to be maintained.</p> <p>All outdoor building maintenance must be coordinated with the Head.</p> <p>All contractors to report to School Reception prior to the start of any work.</p>	Monitoring	Staff/ C-taker	Ongoing	

Ventilation	All staff & pupils	<p>Maintaining good levels of ventilation remains the key focus even in colder weather conditions, whilst minimising occupant discomfort due to draughts and lower indoor temperatures.</p> <p>Ventilation should commence ahead of school day and continue after classes have finished.</p> <p>Provide natural ventilation by opening windows and doors to provide a supply of fresh air. It is however recognised that there will be a need to optimise the amount of fresh air entering a classroom whilst balancing this with thermal comfort (maintaining a reasonable temperature) and the risks associated with open windows. The Fire Safety Risk Assessment should always be reviewed before any internal doors are held open.</p> <p>Windows and doors do not have to remain fully open to obtain the levels of fresh air required to provide good ventilation, they can be partially opened.</p> <p>Additional ventilation can be achieved by ventilating classrooms more fully between classes and uses.</p> <p>Whilst improving ventilation is a key control schools should continue to ensure that the wider controls of social distancing, personal hygiene and enhanced cleaning are implemented and maintained.</p> <p>Please make reference to the Guidance released on 23rd October 2020 (attached) by CIBSE (Chartered Institute of Building Service Engineers) below:</p> 	Monitoring	Staff	Ongoing	
			<p>Staff may need to be advised how to achieve the most appropriate ventilation in any setting and should start by consulting the HSE guidance.</p> <p>Further advice from Andrew Gwatkin, Fire Safety Officer 01446 709150</p>			

Pupils singing	All staff & pupils	<p>Pupils can sing in their bubbles provided the room is ventilated and adults wear face coverings.</p> <p>Staff should not form choirs and/or sing together given the advice on social distancing and transmission for adults.</p>	Monitoring	Staff	Ongoing	
Slips, Trips & Falls	<p>All staff & pupils</p> <p>Poor housekeeping</p>	<p>Appropriate footwear to be worn.</p> <p>Emergency cleaning (spills) procedures in place.</p> <p>Good housekeeping to be maintained.</p>	Monitoring	Staff	Ongoing	
Cleaning activities	All staff & pupils	<p>Ensure robust cleaning arrangements are in place.</p> <p>Enhanced cleaning of high contact areas must be arranged throughout the day.</p> <p>Wash hands following any cleaning activity.</p> <p>Cleaners to wear appropriate PPE in line with current arrangements e.g. gloves, apron etc.</p> <p>Wear goggles if decanting chemicals where there is a risk of splashing in the eyes.</p> <p>Guidance on cleaning areas where a suspected COVID-19 case has been, is available by following the link below.</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p>	<p>Monitoring</p> <p>Follow current risk assessment / procedures for cleaning spillages</p>	Staff	Ongoing	

		<p><u>Handwashing</u></p> <p>Encourage pupils to wash their hands more often than usual. Hands should be washed thoroughly for 20 seconds with running water and soap and dried thoroughly. Alternatively, alcohol hand rub or sanitiser could be used.</p> <p>Regular handwashing should be undertaken including:</p> <ul style="list-style-type: none"> • on arrival at and when leaving the school or setting • before and after handling food • before and after handling objects and equipment that may have been used by others • where there has been any physical contact • after people blow their nose, sneeze or cough. <p>The Council will provide portable hand washing stations where required. Hand washing facilities should be available at the following key areas:</p> <ul style="list-style-type: none"> • Entrance(s) to the site and buildings • Classrooms • Toilets • Lunch areas <p>ARCS Cleaning [Contract Cleaners] will operate a mid-week biomass of site.</p> <p>☎ 01656713950 07780495443</p> <p>✉ Manager@arcs-cleaning.co.uk</p> <p>🌐 www.arcs-cleaning.co.uk / www.ar-security.co.uk</p> <p>📍 Unit 49 Bryn Road, Tondy Enterprise Park, Bridgend, CF32 9BS</p>				
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Lack of staff, reduction in supervision	Staff & pupils Lack of supervision, increase in accidents, increase contact	Maintain supervision levels as far as practicable at all times. Identify back-up staff. Utilise rotas to cover access times including premises staff / cleaners. Consider redeploying staff where necessary.	Monitoring	Staff	Ongoing	
Verbal / physical abuse Loss of control	Staff & pupils Physical / psychological injury	Maintain adequate staff supervision. Staff familiar with children to be present. Staff with additional training employed where appropriate.	Monitoring	Staff	Ongoing	

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Action by whom	Action by when	Date action completed
Travel to and from School		<p>Parents to be reminded what children need for the school day. This could include:</p> <ul style="list-style-type: none"> • Mid-morning snack, packed lunch & water, if required • All necessary school equipment • Hand sanitiser, if appropriate • Tissues • Any required medication <p>Pupils should be encouraged to walk or cycle to school and avoid public transport where possible.</p>	Monitoring	Staff	Ongoing	

		<ul style="list-style-type: none"> • Repurpose drop off/pick up facilities to encourage active travel, where possible. • Ensure there is sufficient cycle/scooter storage on site and ensure this is communicated to parents. • Staff to monitor entrances and exits to the school. • Car sharing to be discouraged in line with guidance. 				
Pick up/Drop off		<p>Pick up and drop off will need to be planned carefully and clearly communicated to parents to avoid large groups congregating around the school site.</p> <ul style="list-style-type: none"> • Staggering start and finish times for each group (NB will need to consider parents with children in more than one-year group to avoid parent waiting between start times) • Use all available entrances and exits to the school and ensure parents are made aware in advance which entrance/exit to use and ensure clear signage. • Staff to be available at the entrances to guide parents/pupils. • Pupils should be guided straight to their classroom to avoid congregating in the playground. • Hygiene stations to be made available at the entrances for hand washing. • Floor markings at the entrances to encourage queueing at 2m intervals whilst awaiting admittance. • Implement a one-way system in areas around the school in order to assist with social distancing protocols. 	Monitoring	Staff	Ongoing	

Staff and Parent Meetings		<p>Meetings should be kept to a minimum and, where possible, undertaken online.</p> <ul style="list-style-type: none"> • All meetings to be arranged in advance with clear guidance on the method of communication that will be used. • Social distancing must be followed at all meetings, so a suitable location should be found. For example, staff meetings could take place in the main hall rather than in the staffroom. • Staggered arrival times along with meeting invites to limit the number of attendees arriving at any given time. • Meetings with parents should be conducted remotely either over the phone or using conferencing tools such as Microsoft Teams. 	Monitoring	Staff	Ongoing	
School Visitors		<p>Schools should limit the number of people on site at any given time and should only allow essential visitors to access the premises.</p> <ul style="list-style-type: none"> • Visitors should be permitted on an appointment only basis. • Ensure signage is clearly displayed at entrances to notify visitors of the entrance procedure. • Avoid appointments or deliveries during drop-off and pick-up times. • Ensure hygiene facilities are available for visitors arriving on site i.e. hand sanitiser. • Avoid use of electronic sign-in systems unless they are cleaned after every use. Could maintain a list of visitors compiled by administration team. 	Monitoring	Staff	Ongoing	

		<ul style="list-style-type: none"> • Ensure visitors are made aware of social distancing requirements e.g. clear signage in reception. • Ensure room is available where 2m social distance can be maintained, if required. • Members of the catering team may require access to the kitchen but will ensure social distancing is maintained' 				
Social Distancing		<p><u>Classrooms/Teaching Areas</u></p> <p>The Vale of Glamorgan Council has provided guidance on the maximum capacity of each classroom based on each pupil accommodating 3.14m².</p> <ul style="list-style-type: none"> • Consider markings on tables to identify which side pupils should be sitting. • Consider numbering desks and devise an entrance strategy. Pupils should be directed to a table when arriving to ensure 2m distancing can be maintained as pupils travel to their seat (i.e. table furthest from the entrance should be filled first). • When devising entrance strategy, consider hand washing arrangements. i.e. is it possible to wash hands on the way to their seat, whilst maintaining social distancing? If not, consider temporary hygiene station at classroom entrance. • If classroom has direct access to the outside, consider using this access to avoid queueing in the corridor. • 2m markings for those queueing outside awaiting access. • Remove unnecessary items from the classroom to create additional space and reduce cleaning. 	Monitoring	Staff	Ongoing	

- Remove toys/equipment that cannot be cleaned easily between uses.
- Open windows to improve ventilation where possible.
- Utilise outdoor learning where possible.

Corridors

Movement between rooms should be kept to a minimum. Ideally, when indoors, staff and learners should use the same room. This avoids risk of transmission from room to room and keeps the number of people each person comes into contact with to a minimum.

One-Way Systems

Schools should consider one-way systems where possible. These should be clearly signposted and communicated to staff and pupils. Floor markings should also be used to identify where pupils should stop and give way. Complex junctions should be monitored by staff where possible.

Two-way corridors

Where corridors are wide enough to allow two-way travel, floor markings and signage should be clearly displayed. It is suggested pupils are encouraged to walk on the left-hand side of corridors with give way markings displayed at corridor junctions. (See picture in app)

If large movements is required, (i.e. whole classes) ensure these are planned in advance to limit meeting in narrow corridors. For example, movements could be managed by a designated person using walkie talkies to monitor and approve movements

Toilets		<p>Ensure toilets do not become crowded by limiting the number of pupils using the facilities at a single time.</p> <ul style="list-style-type: none"> • Limit the number of pupils who can access toilet facilities at any time. Consider how many could walk around the facilities whilst maintaining a 2m distance. This could be a one-in one-out system. • Lock toilet cubicles that are not required to reduce amount of cleaning required. • Cover adjoining sinks and urinals to avoid use. • Display signage and floor markings where appropriate. • Turn off hand dryers and provide hand towels and/or hand sanitiser. • Staff to monitor toilets at busy times. • Assign toilets to nearby classes or year groups where possible. • Number of toilets. [1 toilet for every 20 pupils over 5 yrs] <ul style="list-style-type: none"> ✓ Infant block = 8 cubicles ✓ Nursery = 3 cubicles ✓ Boys (KS2) = 5 cubicles ✓ Girls (KS2) = 8 cubicles ✓ One disabled toilet 	Monitoring	Staff	Ongoing	
Breaks and Lunch		<p>Kitchens will be fully opened from the start of the Autumn term</p> <p>Lunch and break times usually result in large gatherings of pupils. These will need to be carefully managed to ensure social distancing guidelines are applied.</p>	Further information and guidance provided by Welsh Government to cover any			

		<p>Break Times:</p> <ul style="list-style-type: none"> • Break times should be staggered to limit the number of pupils. • External areas should be utilised wherever possible. • Playground could be divided by floor markings to accommodate different groups. • A plan should be developed for access to external areas. Classrooms should utilise direct access to external areas where available. • Prepare games that incorporate the principles of social distancing. • Remove equipment that would be shared between pupils, such as footballs. • Ensure regular handwashing before and after break times. <p>Lunch Times:</p> <ul style="list-style-type: none"> • Pupils should bring a packed lunch and water, if required until the option of having cooked meals has been reinstated • Stagger lunch breaks to ensure the dining hall can accommodate the relevant number of pupils. Other halls may be used to accommodate older children eating school dinners. • Tables and chairs should be cleaned between sittings. • Pupils should be encouraged to wash their hands before and after eating food. • Provisional arrangements of all children bringing in a packed 	potential issues with the provision of free school meals, if the need arises			
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		<p>lunch for the first two weeks of term and for Reception children to bring in a packed lunch for the first half term; pupils eat own lunches in classrooms / outdoor spaces.</p> <ul style="list-style-type: none"> • Emphasis that packed lunch food cannot be shared. 				
Staff areas		<p>Staff areas are organised to ensure social distancing can be incorporated. This includes separating chairs, removing small tables, separating lockers/in-trays, installing dividers etc.</p> <ul style="list-style-type: none"> • Stagger breaks to limit the number of staff using certain areas. • Consider location of often used equipment such as printers to allow easy access. 	Monitoring	Staff	Ongoing	
<p>Educational visits</p> <p>School uniform</p> <p>Breakfast Clubs & after school provision</p>	Pupils	<p>Welsh Government supports the guidance produced by a partnership of experts to help ensure that educational visits and activities are safe: https://oeapng.info/</p> <p>All pupils to wear school uniform from the Autumn term.</p> <p>Breakfast and after school provision will resume from the Autumn term</p>				

Contingency planning	Staff and pupils	Plan in place for the possibility of a further lockdown	Welsh Government will work closely with Public Health Wales and Councils, in the case of potential localised outbreaks			
Handling cash	<p>Staff, PTA volunteers</p> <ul style="list-style-type: none"> • Spread of Covid19 • Cross-contamination • Lack of understanding 	<p>Disposable gloves will be available for handling cash if/when needed.</p> <p>After handling cash, staff will be expected to wash their hands.</p> <p>Clean down work surfaces using sanitiser spray after contact with cash.</p> <p>Encourage the use of envelopes when cash is brought in to school.</p> <p>Provide adequate PPE for staff and volunteers.</p> <p>Nominated responsibility for cash handling limiting contact with cash.</p> <p>Use the minimum number of staff and volunteers to operate safely.</p> <p>Stay in designated work areas when handling cash</p> <p>Guidance states that handwashing after handling items will help prevent spread of Covid-19.</p>	<p>Ensure sufficient hand washing / hand gel / PPE gloves / Sanitiser spray for surfaces</p> <p>Staff to remain alert for symptoms in others</p>	Staff PTA	Ongoing	

Policies and Key Documents		<p><u>Apply for a Test</u></p> <p><u>https://gov.wales/operational-guidance-schools-and-settings-autumn-term-covid-19</u></p> <p><u>https://gov.wales/guidance-learning-schools-and-settings-autumn-term-covid-19</u></p> <p><u>https://gov.wales/education-coronavirus</u></p> <p><u>Welsh Government Childcare Settings</u></p> <p><u>Welsh Government - FAQs</u></p> <p>Spring Updates:</p> <p><u>https://gov.wales/technical-advisory-group-variant-concern-and-education-wales</u></p>				
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PROTECTIVE MEASURES

Prevention

- Minimise contact between individuals wherever possible. For younger learners the emphasis will be on separating groups, and for older learners it will be on distancing.
- Minimise contact with individuals who are unwell by ensuring that those who have COVID-19 symptoms, or who have someone in their household who does, do not attend school.
- Clean hands thoroughly more often than usual.
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- Continue enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- Where necessary, in specific circumstances (set out later in the guidance), wear appropriate personal protective equipment (PPE).
- Where possible ensure appropriate ventilation.

Response to any infection

- Engage with the [Test, Trace, Protect strategy](#).
- Manage confirmed cases of COVID-19 among the school community and contain any outbreak by following local health protection team advice

Measures within the classroom

Maintaining a distance between people while inside and reducing the amount of time they are in face-to-face to contact lowers the risk of transmission. Ideally, adults should maintain a 2 metre distance from each other, and from learners. We know that this is not always possible, particularly when working with younger learners, but if adults can do this when circumstances allow that will help. In particular, they should avoid close face-to-face contact and minimise time spent within 1 metre of anyone. Similarly, it will not be possible when working with many learners who have complex needs or who need close contact care. These learners' educational and care support should be provided as normal.

For learners old enough, they should also be supported to maintain distance and not touch staff and their peers where possible. This will not be possible for the youngest learners and some learners with complex needs and it is not feasible in some schools where space does not allow.

When staff or learners cannot maintain distancing, particularly with younger learners in primary schools, the risk can also be reduced by keeping learners in the smaller, class-sized groups described above.

Schools should make small adaptations to the classroom to support distancing where possible.

[Refer to <https://gov.wales/operational-guidance-schools-and-settings-autumn-term-covid-19> <https://gov.wales/guidance-learning-schools-and-settings-autumn-term-covid-19>]

Best Practice: Appendix 6 - Putting on and removing PPE

Use safe work practices to protect yourself and limit the spread of infection

- Keep hands away from face and PPE being worn.
- Change gloves when torn or heavily contaminated.
- Limit surfaces touched in the patient environment.
- Regularly perform hand hygiene.
- Always clean hands after removing gloves.

NB Masks and goggles are not routinely recommended for contact precautions. Consider the use of these under standard infection control precautions or if there are other routes of transmission.

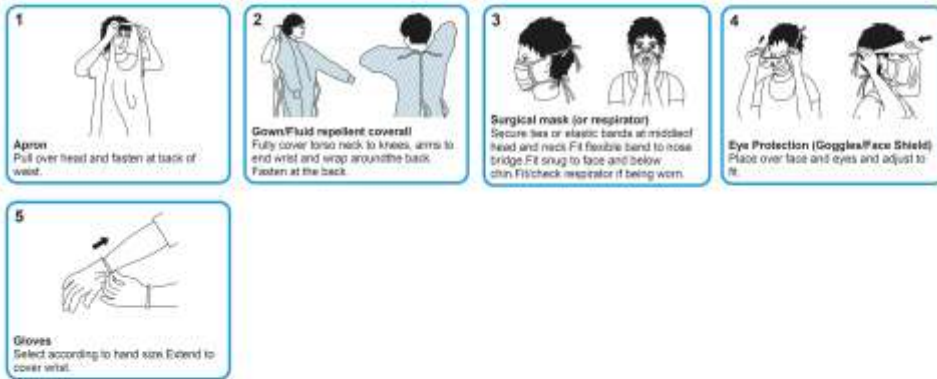
The type of PPE used will vary based on the type of exposure anticipated, and not all items of PPE will be required.

The order for putting on PPE is Apron or Gown, Surgical Mask, Eye Protection (where required) and Gloves.

The order for removing PPE is Gloves, Apron or Gown, Eye Protection, Surgical Mask.

1. Putting on Personal Protective Equipment (PPE).

- Perform hand hygiene before putting on PPE



2. Removing Personal Protective Equipment (PPE)



- Perform hand hygiene immediately on removal.
- All PPE should be removed before leaving the area and disposed of as healthcare waste.



QR Code to access APP


Please refer to video link below to show donning and doffing PPE – the link below refers to health / social care and patients, the order the PPE is donned and doffed is exactly the same.

https://www.youtube.com/watch?v=-GncQ_ed-9w&feature=youtu.be

COVID-19 GUIDANCE**PERSONAL PROTECTIVE EQUIPMENT (PPE)**

**All General Indoor Areas or Where a 2 Metre Cannot be Maintained
and Where Direct Care Is Not Being Provided.** 06/01/2021



Disposable Gloves	No	
Disposable Plastic Apron	No	
Disposable Gown	No	
Fluid-resistant (Type IIR) surgical masks (FRSM)	Yes	
Reusable Face Covering	No – until further notice	
Eye / face protection	Risk Assess	

**Fluid-resistant (Type IIR) surgical
masks (FRSM)**

**CAN BE WORN UNTIL FEELING
MOIST**



Given the very high number of cases currently in the area and in order to reduce the risk of infection, **all** staff who have to come into the workplace, or work with colleagues where a 2 metre cannot be maintained must wear Fluid-resistant (Type IIR) surgical masks, until further notice.

If you need a supply of the Type IIR masks for your team/place of work, managers are asked to use one of the links below to place your order

To place an order for your team or building please use:	PPE Form Premises
To place an order for your school please use:	PPE Form Schools

If you have any queries, please contact:

PPE@valeofglamorgan.gov.uk / Sharon Miller 01446 704 606 / 07580 741 904

or Sue Williams Health, Safety & Wellbeing Manager skwilliams@valeofglamorgan.gov.uk / 01446 709361

COSHH/SAFETY INFORMATION

SAFETY DATA SHEET ACCORDING TO 1907/2006/EC, ARTICLE 31	
Section 1. Identification of the substance or mixture and of the supplier	
1.1 Product name	Alcohol Hand Sanitizer
Other means of identification	Hand Gel Santizing Hand Rub LH No. 9024-00026-00026 11/17
1.2 Relevant identified uses of the substance or mixture and uses advised against	
1.3 Uses not recommended	Alcohol Hand Rub
Supplier	Boehringer Manufacturing Pvt. Ltd.
Address	Unit 1A-02 Lajpata Business Park Block 10/11, 1st flr Lajpata 617 6040
Web	www.boehringer.co.uk
Telephone	020 8263 0040
Fax	020 8262 7054
Email	enquiries@boehringer.co.uk
Email address of the contact person	SDS@boehringer.co.uk
1.4 Emergency telephone number	
Emergency telephone number	0300 8530 3000 or 01454 4349 (Int'l)
Further information	<p>Off of Office hours (Emergency phone information)</p> <p>For assistance and updates involving this product that pose a threat to the environment or human health, no regular telephone line and internet e-mail shall - 0203 832 2000</p> <p>Note this number will provide technical details of the product, its clear and concise general enquiries regarding application and use of the product.</p>
Use advised against	

 	
SAFETY DATA SHEET 750ML SUPER PROFESSIONAL ANTIVIRAL DISINFECTANT Commission Regulation (EC) No 2015/830 of 28 May 2015	
SECTION 1: Identification of the substance/mixture and of the company/undertaking	
1.1. Product identifier:	
Product name:	750ML SUPER PROFESSIONAL ANTIVIRAL DISINFECTANT
Product number:	066-211-0000 V.1
Contact name:	750ML
1.2. Potentially identified uses of the substance or mixture and uses advised against use: Disinfectant, Cleaning and cleaning	
1.3. Details of the supplier of the safety data sheet: Supplier: Mirius™ A Country: Mirius Pharmaceuticals Mirius™ Inc. Boston, Ohio America 44135-4612 Tel: +1 800 824 7476, 800 824 7476 Fax: +1 800 824 7476, 800 824 7476 Email: sales@mirius.com	
Current version: For product of safety data sheet: sales@mirius.com	
1.4. Emergency telephone number: Emergency telephone: 1-800-824-7476 (24 hours for emergency use only, incidents involving damage to human health and/or the environment)	
National emergency telephone in case of a medical emergency following exposure to a chemical not listed in Europe: number: 01-800-824 7476 or 01-800-824 7476 (Business: 06404 28 24 24)	
SECTION 2: Hazards identification	
2.1. Classification of the substance or mixture: Classification (GHS 07/03/06): (Physical hazard): Not Classified (Health hazard): Not Classified (Environmental hazard): Not Classified 2.2. Label elements: Hazard statements: Not Classified	

 	
SAFETY DATA SHEET 750ML SUPER PROFESSIONAL ANTIVIRAL DISINFECTANT Commission Regulation (EC) No 2008/2007 of 29 May 2007	
SECTION 1: Identification of the substance/information and of the company/manufacturing	
1.1. Product identifier	
Product name	750ML SUPER PROFESSIONAL ANTIVIRAL DISINFECTANT
Product number	060-211-0000 V.1
Contact name	Follows
1.2. Hazard identified uses of the substance in relation to uses advised against	
Identified uses	Chemical Cleaning and disinfecting
1.3. Details of the supplier of the safety data sheet	
Supplier	Mirus™
	A County Group Enterprise
	Midlands Road
	Stoke-on-Trent
	Staffordshire
	ST2 4RT
	Tel: +44 (0) 1827 636 190
	Fax: +44 (0) 1827 636 171
	Email: sales@mirus.co.uk
Current version	For product of safety data sheet: sales@mirus.co.uk
1.4. Emergency telephone number	
Emergency telephone	248 254 0000/0001 (24 hours for emergencies only, incidents involving damage to health or safety and/or the environment)
National emergency telephone number	In case of a medical emergency following exposure to a chemical call NHS Direct in England or Wales 0800 40 41 41 or 0845 24 24 24 in Scotland 0845 25 24 24
SECTION 2: Hazards identification	
2.1. Classification of the substance or mixture Classification (GHS-07/000006)	
Physical hazards	Not Classified
Health hazards	Not Classified
Environmental hazards	Not Classified
2.2. Label elements	
Hazard statements	NC Not Classified

COSH H RISK ASSESSMENT FORM

Substance Description: Gildes Hub Surface Cleaning & Disinfection Alcohol & Chlorine Free Wipes		Assessor: Anisha Davies				
Assessment Completion Date: 08/05/2020		Review Date: 08/05/2021				
Activity Description	Hazard	Risk	Preventative Measures	PPE and Measures	Storage/Handling	Training
Cleaning & disinfecting hard surfaces with Gildes Hub Surface Cleaning & Disinfection Alcohol & Chlorine Free Wipes	Harms in relation to Regulation (EC) No. 1272/2008 (CLP) Follow the risk measures as required	Wipe down hard surface and dispose of wipe in black bag waste bin. If any irritation experienced, stop using wipes immediately and advise healthcare	no PPE required remove products with a skin condition should wear disposable gloves Can be used by children under supervision	Wipe contact - wear full length of coat and suit Eye contact - wipe (cautiously) with water then remove contact areas if present If eye irritation persists get medical advice / attention	Stable product Draughts (if) vented in respect after use to prevent vapour rising out Avoid contact with eyes	Police contact in this assessment at all times

[illegible]

COSHH RISK ASSESSMENT FORM

Substance Description: Vinylid Chloride Max Vinylid Cleaner		Assessing: Andrea Davis				
Assessment Completion Date: 08/05/2020		Review Date: 08/05/2021				
Activity Description	Hazard	Risk	Preventative Measures	First Aid Measures	Storage/Handling	Labeling
Cleaning / disinfecting hard surfaces with Vinylid Chloride Max Vinylid Cleaner	<p>Harmful to aquatic life (Regulation (EC) no. 1272/2008 (CLP))</p> <p>Poisonous for fish (checked as required)</p>	<p>Ready mixed product (no re-diluting required)</p> <p>Sealed surface, used 30 seconds before wiping</p> <p>If any liquid splattered, wipe immediately with hot and cold water</p>	<p>No PPE required but advised to wear gloves and mask (due to 0.0005 LSL)</p> <p>Wash hands thoroughly with soap and water after use</p>	<p>Spilled – gas released when you first smell it Inhalation – remove person to fresh air</p>	<p>Stable product</p> <p>Keep container closed when not in use. Keep substance in original container</p> <p>Do not store, drink or smoke when using this product</p>	<p>Follow content of this assessment at all times</p>
			<p>Eye contact – rinse thoroughly with water for several minutes remove contact lenses if present if you rub your eyes you may get medical advice if irritation</p> <p>Ingestion – nothing or a little water to clear your mouth advise a medical advice if you feel unwell</p>			



ARCS Cleaning [Contract Cleaners] will operate a mid-week biomit of site.



0229
BioMister_STERI-7_v.



Working Safely
During Covid 19- Flr