

Risk Assessment for Student Wellbeing

Staff Wellbeing Risk Assessment – COVID-19 Risk assessment

Academy/ School	HPS6F and Harris Aspire			Assessment No.	COVIDRA1
Site	Oliver Grove	Location	South Norwood		
Subject of Assessment	March opening 2021				
Assessed by	A.Barr	Date	1 st March 2021	Review date	15.04.21
Details of workplace/activity	To identify the potential for stress and anxiety of students returning to the Academy following the COVID-19 lockdown. To consider the additional support required for students with medical needs returning to the Academy.			Persons Affected <i>(Who may be harmed)</i>	
				Students, Parents/Carers	

Hazards and Risks		Existing Control Measures	Risk Level (Very High, High, Medium, Low)	Further Actions (If (ref) See Actions)
1.	<p>Hazard COVID-19</p> <p>Risk</p> <ul style="list-style-type: none"> Stress due to recent lockdown period and partial academy closure – causing prolonged period away from the Academy experiencing isolation in their home increased anxiety around leaving their home and returning to the academy 	<ul style="list-style-type: none"> Staff have completed the Judicium stress management training prior to returning to work after lockdown 1. Staff members have increased self-awareness reducing the chance of them projecting negative feelings or personal anxieties onto the students. Staff have completed Trauma Informed Schools UK training Part 1 after lockdown 1. Senior staff have completed 2-day TISUK course, SEND and Inclusion staff completed mindfulness training prior to returning to work after lockdown 1. This has created increased staff awareness and understanding about the students' perspective of the impact of the COVID-19 situation on their holistic health and well-being. Strategies to be used when students experience stress or anxiety for prolonged periods of time have been provided – time to talk to staff from the Inclusion Team, providing a safe and secure environment to students who feel anxious and need to talk in private. Students who access counselling / Life-Coach sessions - discussing returning to the Academy, any concerns shared by students DSL informed and additional support in place – certain key staff available on their timetabled days. Letters sent to student/parent/carer explaining March start, student testing procedures, an induction session to outline the lesson expectations and safety precautions students are required to follow. Information about how the Academy is managing the COVID- 19 situation has been shared with students during student induction. Refer to the COVID-19 Risk Assessment. Information about student wellbeing to support mental health has been shared with students. 	LOW	X

Hazards and Risks		Existing Control Measures	Risk Level (Very High, High, Medium, Low)	Further Actions (If (ref) See Actions)
2.	<p>Hazard:</p> <ul style="list-style-type: none"> COVID-19 <p>Risk</p> <ul style="list-style-type: none"> Increased stress from students who are concerned about the impact on their future caused by the extended time away from the Academy. 	<ul style="list-style-type: none"> Prior to beginning formal lessons, students will have induction sessions to explain: <ul style="list-style-type: none"> how the assessment process will take place; guidance about what tasks they need to complete to show evidence of their working level: controlled assessments; examination questions; extended writing tasks. Subject teachers will analyse the gaps in the students' knowledge and understanding. Students will be provided with additional sessions to support them to close the identified gaps in their learning. Students will be provided with additional learning opportunities to close the gaps in their knowledge and understanding through: <ul style="list-style-type: none"> Access to additional tuition in literacy, numeracy and the GCSE subjects. Attend additional catch-up sessions to support completion of controlled assessments for the Level 2 Cambridge Nationals and the coursework in Level 3 Cambridge Technicals. Careers guidance to support students to make informed decisions for their next steps: <ul style="list-style-type: none"> Students who transitioning are provided with one to one follow up meetings with the Careers Adviser; Provide students with sources of careers guidance and support to access information about their next steps: apprenticeships, level 2, 3 and university courses; Specific TER sessions focused on preparation for their next steps; Support to complete applications for Sixth Form and Colleges; Course discussion and careers guidance with Sixth Form Federation Team. 	LOW	X

Hazards and Risks		Existing Control Measures	Risk Level (Very High, High, Medium, Low)	Further Actions (If (ref) See Actions)
3.	<p>Hazard:</p> <ul style="list-style-type: none"> COVID-19 <p>Risk</p> <p>Students feel anxiety about the testing process</p>	<ul style="list-style-type: none"> Information about the testing process shared with students, parents and carers. Students are informed about when and how they will be tested. Staff from the Inclusion Team are available to provide reassurance to students who experience feelings of anxiety in relation to the testing process. 	LOW	X
4.	<p>Hazard:</p> <ul style="list-style-type: none"> COVID-19 <p>Risk</p> <ul style="list-style-type: none"> Increased stress from students who are clinically/emotionally vulnerable and may feel more at risk of contamination or health impact, causing higher levels of anxiety and risk of illness from COVID 19 	<ul style="list-style-type: none"> Medical register referred to for student needs – parents/carers involved in discussion to ascertain if it is safe for them to attend the Academy. Students who are in the category of clinically vulnerable or clinically extremely vulnerable are required to attend the Academy. Medical team to contact students and parents to explain the preventative measures employed by the Academy. Students are required to follow the safe behaviours: <ul style="list-style-type: none"> Wash hands frequently, for at least 20 seconds. Wear a face covering in enclosed environments. Maintain space with anyone outside your household or bubble. Meet with others outdoors where possible. Minimise the number of different people you meet and the duration of meetings, if possible. Let fresh air in. Download the NHS Test & Trace app. Get a test immediately if you have symptoms. Self isolate if you have symptoms, have tested positive, or had contact with someone with COVID-19. follow good respiratory hygiene including ‘catch it, bin it, kill it’ approach in lessons and around the Academy. 	LOW	X

Hazards and Risks		Existing Control Measures	Risk Level (Very High, High, Medium, Low)	Further Actions (If (ref) See Actions)
5.	<p>Hazard:</p> <ul style="list-style-type: none"> COVID-19 <p>Risk</p> <ul style="list-style-type: none"> Stress from students on site as others may not follow to the 1-metre plus distance rule/ or be unaware of the appropriate distance 	<ul style="list-style-type: none"> Students and staff will adhere to the 1-metre plus social distancing rule – clear markings displayed around the Academy. 	LOW	X
6.	<p>Hazard:</p> <ul style="list-style-type: none"> COVID-19 <p>Risk</p> <ul style="list-style-type: none"> Stress from students that others may bring virus on to academy site on arrival – causing cross contamination 	<ul style="list-style-type: none"> Students are advised to walk or cycle to the Academy, students who use public transport have been the guidance about wearing a face covering. There are posters explaining how to safely wear and remove a face mask. Students will follow the appropriate procedure for putting on and using a plastic bag for removing the face mask. Students who are unwell or who are isolating will not attend the academy – attendance and isolation log is kept. No students will be allowed on site if they display COVID 19 symptoms. Parent/carer will be contacted to inform them about the symptoms. The student will be kept in isolation until they are able to go home. Staff wear a face masks in classrooms and communal areas. Isolation period implemented once student is identified to have been or in company of a person showing symptoms of COVID 19. COVID-19 symptoms shared with students and staff during the COVID-19 Induction training. The symptoms included in Medical Risk Assessment and shared with staff. 	LOW	X
7.	<p>Hazard:</p> <ul style="list-style-type: none"> COVID-19 	<ul style="list-style-type: none"> Hand washing stations fitted outside the main reception area and at the recreation student entrance students are expected to hand wash and sanitise frequently. 	LOW	X

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	Risk Students feeling stressed with not having access to handwashing before immediately attending the Academy, causing possible contamination	<ul style="list-style-type: none"> Contamination from hands when on site – Hand sanitiser available at reception points and in every classroom – Insistence for students to use sanitiser at the start and end of a lesson. 		
8.	Hazard: <ul style="list-style-type: none"> COVID-19 Risk <ul style="list-style-type: none"> Students who are extremely clinically vulnerable feeling more stress and anxieties 	<ul style="list-style-type: none"> Students who are extremely clinically vulnerable will attend the academy. They will be reassured by staff explaining the hygiene procedures used at the academy including: <ul style="list-style-type: none"> wear face coverings in communal areas, follow the guidance about wearing and removing a face covering safely. maintain a '1 metre plus' distance when possible. avoid face to face contact and conversations with other students or staff. follow the one-way system sanitise on arrival to the academy and throughout the day. 	LOW	X
9.	Hazard: <ul style="list-style-type: none"> COVID-19 Risk <ul style="list-style-type: none"> Increased anxiety from students who live with a household member who is extremely clinically vulnerable or who may have experienced bereavement 	<ul style="list-style-type: none"> They are advised to follow stringent social distancing rules. Students will receive information and guidance about coping with challenging situations, developing resilience and using mindfulness to allow them to manage their mental wellbeing. 	LOW	X
10.	Hazard: <ul style="list-style-type: none"> COVID-19 Risk <ul style="list-style-type: none"> Student exhibiting different stresses or anxieties including bereavement 	<ul style="list-style-type: none"> Individual student approach – parent/carer informed of any concerning behaviours regarding stress/anxiety. Supporting parent/carer in attending A&E or mental health support where appropriate; crisis counselling slots and Life-Coach sessions when needed; referrals to appropriate services for emotional and wellbeing support. Mental health lead to ensure that students can access the required support. 	LOW	X

Hazards and Risks		Existing Control Measures	Risk Level (Very High, High, Medium, Low)	Further Actions (If (ref) See Actions)
11.	<p>Hazard:</p> <ul style="list-style-type: none"> • COVID-19 <p>Risk</p> <p>Students who are vulnerable</p>	<ul style="list-style-type: none"> • Vulnerable students receive remote pastoral support from the inclusion team if they are required to quarantine due to exposure. • Vulnerable students receive ongoing remote support through the life coaching sessions, welfare checks from the inclusion team and counselling support. • DSL and AWO work with social services and external agencies to ensure that student contact is maintained in the event of a local lockdown and their well-being is closely monitored. • Social worker will be notified if a vulnerable student does not attend the Academy. • Refer to the Safeguarding Policy in light of COVID19 and reopening schools safely, add addendums as required. • Refer to the SEND policy in light of COVID19 and reopening schools safely, add addendums as required. 	LOW	X
12.	<p>Hazard:</p> <ul style="list-style-type: none"> • COVID 19. <p>Risk:</p> <ul style="list-style-type: none"> • Students not returning to school due to other reasons. • Other reasons they or their families feel they must stay at home. 	<ul style="list-style-type: none"> • Carefully consider concerns of parents who may be fearful in sending their children back to school, including: <ul style="list-style-type: none"> - students with shielded family members in same household, e.g. siblings; - students who are very anxious and not coping with a return to school; and - students who think they have some symptoms of COVID 19. • Secure medical profiles, including any anxiety concerns, to support students with the September return to the Academy. • Students who say they have symptoms to stay at home, siblings should also stay home if COVID-19 likely. • To follow a safe sending home process if a student presents with COVID -19 symptoms, including safe isolation while waiting to be sent home. 	LOW	X

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		<ul style="list-style-type: none"> To follow this process if students arrive and are found to have a high temperature or symptoms (parents must give permission). Check all contact information is correct in the event contact is required. Medical isolation room is set up, additional spaces can be used if required. Additional Life Coach sessions arranged to support students who are experiencing increased levels of anxiety and stress following lockdown 3. To establish tracker to be in place held by SLT lead for mental health in the same way as SEND registers and safeguarding lists 		
13.	<p>Hazard: COVID 19.</p> <p>Risk: Children and young people who have an education, health and care plan (EHCP)</p>	<ul style="list-style-type: none"> Students have access to members of the Inclusion team if they require support due to feelings of anxiety. A risk assessment has been completed for students who have EHCP plan. The risk assessment takes into consideration student welfare and how remote SEND provision will function in the event of a local lockdown. Students with EHCP were able to borrow Academy laptops to allow them to engage in online learning if they are required to self-isolate due to being exposed to COVID 19. 	LOW	X
14.	<p>Hazard: COVID 19.</p> <p>Risk: Challenging socioeconomic circumstances</p>	<ul style="list-style-type: none"> Students who do not have access to IT equipment due to economic or social circumstances will be provided with an Academy laptop to support them if remote learning is required in the event of a local lockdown or given one through the government scheme. Students who cannot access online learning in their home environment have been allowed to come into the Academy. Students are provided with clean clothing when required to reduce the risk of contamination. 	LOW	X

Hazards and Risks		Existing Control Measures	Risk Level (Very High, High, Medium, Low)	Further Actions (If (ref) See Actions)
15.	<p>Hazard: COVID 19.</p> <p>Risk: Visitors entering school premises spreading the virus to students.</p>	<ul style="list-style-type: none"> • Critical for the Academy to ensure good communication with families - phone calls to be returned promptly and notes recorded on Bromcom. • Tutor and student contact is reviewed weekly by the SLT to ensure that welfare checks are made if students are not attending the Academy. 	LOW	X
16.	<p>Hazard:</p> <ul style="list-style-type: none"> • COVID 19. <p>Risk:</p> <ul style="list-style-type: none"> • Contact with virus during the working day, balanced with the need for students to have some down time from teaching and use toilets. 	<ul style="list-style-type: none"> • The students have staggered start, finish, break and lunch times assigned to the course pathway to reduce contact between students in different bubbles. • Students can access the recreation area for fresh air, during break and lunch time sessions. The break and lunch sessions are staggered and supervised. • Students will be encouraged to use toilets during their allocated break and lunchtime in accordance with the 'bubble'. • Students should maintain social distance when using toilet facilities and stay on the teaching floors assigned to their 'bubble'. • Teachers can alert the duty principal by email if a student requires support. • Students are provided with access to handwashing facilities: soap paper hand towels and sanitiser. • Increased hygiene and cleaning regime employed in these areas. • All students are required to stay on site during school day, the staggered start and end times will help to reduce congestion on public transport and reduce the risk of COVID 19 transmission at the Academy. • Additional cleaning in toilets, dining, classrooms and other areas required during the day. • Tape has been used to mark out areas where social distancing is required, including waiting areas where one student is permitted at a time e.g. attendance office. 	LOW	X

Hazards and Risks	Existing Control Measures	Risk Level <i>(Very High, High, Medium, Low)</i>	Further Actions <i>(If (ref) See Actions)</i>
	<ul style="list-style-type: none"> • Clear signage on the walls and floors to remind students about one system on floors B-E and to keep distance on floor A. 		

Version 3 01.03.21
Next Review: 15.4.21
Mr A Barr