



Sexey's Boarding Full Reopening Risk Assessment - Boarding

Risk Assessment Completed by	TA	
Date Initial RA Completed	10 th August 2020	
Date of new Risk Assessment Completed	3 rd September 2021	

RAG rating used:

Red: this measure cannot be put in place in our Boarding

Amber: this measure isn't in place yet, but can be in place for the autumn term

Green: this measure is already in place

HAZARD	WHO MIGHT BE HARMED	CONTROLS TO BE PUT IN PLACE	WHO WILL BE RESPONSIBLE	WHEN THE CONTROLS NEED TO BE IN PLACE BY	ADDITIONAL NOTES	RAG
Contact with someone suffering from coronavirus in Boarding	<ul style="list-style-type: none"> • Staff • Boarders • Contractors • Visitors 	Everyone will be asked not to come into boarding I if they need to self-isolate under current guidance . Regular reminders will be given about this.	HC	6 th September	Letter to be sent to Parents and staff before the start of term	Green



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		Anyone self-isolating with symptoms will be encouraged to access testing and engage with the NHS Test and Trace process.	All staff	6 th September	To be included in letter issued before 6 th September	Green
		If a symptomatic person comes into Boarding, they will be sent home immediately or isolated until they can be picked up.	Health Centre / Boarding staff	6 th September	staff and students are aware of what to do. Staff briefing on INSET Days and Student briefing on first day back. Parents will be aware of the measure in place through a letter.	Green
		If a student test positive those students who shared a bedroom with them will undertake daily lateral flow tests for 10 days.	Health Centre staff	6 th September		Green
		Health Centre will have 2 dedicated isolation rooms for boarders.	Health Centre / Boarding staff	6 th September		Green
		999 will be called if they are seriously ill or injured or their life is at risk.	Health Centre / Boarding staff	6 th September		Green
		In the case of a symptomatic boarder who needs to be supervised (either before being picked up or as they are completing their isolation at Boarding):		6 th September		Green
		If a distance of 2m can't be maintained, supervising staff will wear a fluid-resistant surgical mask	Health Centre / Boarding staff	6 th September		Green



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		<p>If contact is necessary, supervising staff will also wear disposable gloves and a disposable apron</p>	<p>Health Centre / Boarding staff</p>	<p>6th September</p>		<p>Green</p>
		<p>If there is a risk of splashing to the eyes, such as from coughing, spitting or vomiting, supervising staff will also wear eye protection</p>	<p>Health Centre / Boarding staff</p>	<p>6th September</p>		<p>Green</p>
		<p>Supervising staff will wash their hands thoroughly for 20 seconds after being near the boarder</p>	<p>Health Centre / Boarding staff</p>	<p>6th September</p>		<p>Green</p>
		<p>If there are home testing kits available in Boarding, these will be given to parents/carers collecting symptomatic children, and to staff who have developed symptoms at Boarding, if providing one will increase the likelihood of them getting tested.</p>	<p>Health Centre staff</p>	<p>6th September</p>		<p>Green</p>
		<p>A deep clean will take place in the areas that the symptomatic person has been in, and PPE will be disposed of properly, following decontamination guidance.</p>	<p>Health Centre / Boarding staff and Domestic Team</p>	<p>6th September</p>		<p>Green</p>



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		<p>If there are 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the Boarding will work with the local health protection team to decide if additional action is needed. Any advice given by the team will be followed.</p> <p>Lateral Flow testing All Boarders will undertake twice weekly lateral flow tests.</p>	NB / HC	6 th September		Green
			TAMS	8 th September		Green
Contact with coronavirus when getting to and from Boarding	<ul style="list-style-type: none"> • Staff • Boarders • Contractors • Visitors 	<p>For boarders this is applicable for the start and ends of each half term and exeat weekends.</p> <ol style="list-style-type: none"> 1. (1a) Everyone will be encouraged to avoid taking public transport during peak times if possible. 2. Anyone who needs to take public transport will be referred to government guidance. 	HC	6 th September	Letter to go to Parents plus each week a reminder in the end of week bulletin and boarding newsletters	Green
			PC	6 th September		Green



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		<p>Boarders wearing any sort of face covering when arriving to Boarding will wash their hands on arrival (as all boarders will), dispose of/store the covering, and wash their hands again before going to their classroom.</p> <p>Boarders will be made aware that they must not touch the front of the covering during use or removal.</p> <p>Trips Boarding activities and trips will run as PreCOVID but with consideration taken to COVID, Government policy and the R rate when planning activities and trips. Trip risk assessments will include COVID related measures in place.</p>	<p>All staff</p> <p>All staff</p> <p>TA and Staff</p>	<p>6th September</p> <p>6th September</p> <p>8th September</p>		<p>Green</p> <p>Green</p>
<p>Spreading infection due to touch, sneezes and coughs</p>	<ul style="list-style-type: none"> • Staff • Boarders • Contractor • Visitors 	<p>Handwashing Handwashing facilities will be provided in the toilets as well as Hand sanitiser being available at key points around the boarding houses</p> <p>Everyone in Boarding will be encouraged to:</p>	<p>NB</p>	<p>6th September</p> <p>6th September</p>	<p>Included in staff / student briefing</p>	<p>Green</p> <p>Green</p>



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		Frequently wash their hands with soap and water for 20 seconds and dry thoroughly using NHS guidelines , or use alcohol-based hand sanitiser to cover all parts of their hands	All staff and students	6 th September		Green
		Clean their hands on entry to boarding houses, if they use shared spaces, before and after eating, and after sneezing or coughing	All staff and students	6 th September		Green
		Be encouraged not to touch their mouth, eyes and nose	All staff and students	6 th September		Green
		Coughs and sneezes Everyone will be encouraged to use a tissue or elbow to cough or sneeze, and use bins for tissue waste	All staff and students	6 th September	Included in staff / student briefing	Green
		Education Boarders will be encouraged to learn and practise these habits in lessons and by posters put up across the boarding houses.	Posters – NB Education – All staff	6 th September	Included in staff / student briefing	Green
		Resources and bins Supplies for soap, hand sanitiser and disposable paper towels and tissues will be topped up regularly and monitored to make sure they are not close to running out.	LH and Domestic team	6 th September		Green



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		Toilets will be deep cleaned daily, with additional wiping of contact points such as taps by HPs in the evening	LH and Domestic team	6 th September		Green
		Dorms will be deep cleaned twice a week	LH and Domestic team	6 th September		Green
		Shared spaces such as common rooms will be deep cleaned daily	LH and Domestic team	6 th September		Green
		Fogging will be used on a cyclic basis across all areas at least fortnightly.	NB	6 th September		Green
		Areas of boarding houses not in use will be shut off to make cleaning more manageable	TA / SHPs	6 th September		Green
		Any resources shared between groups, such as sports, art and music equipment, will be either: <ul style="list-style-type: none"> Cleaned frequently and meticulously, and always between groups using them; or Rotated so they can be unused and out of reach for 48 hours (72 hours for plastics) between use by different groups 	TA / SHPs	6 th September		Green

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Spreading infection due to excessive contact and mixing between boarders and staff		<p>1. Staffing (7a) Staff can work across different houses/bubbles in order to deliver a safe and high-quality boarding experience</p>	All boarding staff	4 th September	Include in staff / student briefing	Green
		<p>(7b) Staff will keep their distance from boarders and other staff as much as they can (ideally 2 metres apart). This will not always be possible, particularly when working with younger children.</p>	All boarding staff	4 th September		Green
		<p>(7c) Close face-to-face contact will be avoided, and time spent within 1 metre will be minimised.</p>	All boarding staff	4 th September		Green
		<p>2. Supporting students with SEND or specific social / emotional needs (8a) Any boarders with complex needs or who need close contact care will have the same support as normal as distancing is not possible here.</p>	SHPs	4 th September		



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		(8b) Staff will be rigorous about hand washing and respiratory hygiene.	All staff	4 th September		Green
		(8c) Specialists, therapists, clinicians and other support staff for boarders with SEND should provide interventions as usual.	TA / AC / SHPs	4 th September		Green
		(8d) Any visiting staff will be advised to be rigorous about hand washing and respiratory hygiene.	TA / SHPs	4 th September		Green
		4. Visitors to the site				
		(4a) All visitors such as contractors, will have guidance on physical distancing and hygiene explained to them on or before arrival.	TA / SHPs	4 th September	Visitors Policy to be in place including COVID Guidance (AC)	Green
		(4b) Visits will happen outside of boarding hours wherever possible.	TA / SHPs	4 th September		Green
		(4c) A record will be kept of all visitors.	TA / SHPs	4 th September		Green

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		4. Evening and Weekend Trips can take place, but only subject to a risk assessment that considers the coronavirus measures in place during travel and at the destination	TA / SHPs	4 th September		Green
Spreading infection due to the Boarding environment	<ul style="list-style-type: none"> • Staff • Boarders • Contractor • Visitors 	1. Checks to the premises will be done to make sure the Boarding is up to health and safety standards before opening in September.	NB / TA	1 st September	DfE Guidance online to be used plus HSE advice	Green
		2. Procedures. Fire, first aid and emergency procedures will be reviewed to make sure they can still be followed with limited staff and changes to how the Boarding space is being used.	NB / TA	1 st September	Include in staff and student briefings	Green
		3. Ventilation Areas in use will be well ventilated by opening windows or using ventilation units. Doors will be propped open, where fire safety and safeguarding wouldn't be compromised	TA / SHPs	4 th September	Include in staff briefing	Green
		4. Lifts The use of lifts will be avoided unless essential.	TA / SHPs	4 th September	Include in staff briefing	Green

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		<p>5. Bins Lidded bins will be provided in shared areas and other key locations to dispose of tissues and any other waste.</p> <p>6. Outside Space Outdoor space will be used for exercise and breaks, and for education where possible.</p>	<p>TA / LH</p> <p>TA / SHPs</p>	<p>4th September</p> <p>4th September</p>	<p>Include in staff briefing</p>	<p>Green</p> <p>Green</p>
Spreading infection due to excessive contact and mixing in meetings	<ul style="list-style-type: none"> • Staff • Boarders • Contractor • Visitors 	<p>1. Meetings Where possible, all meetings will be conducted by telephone or using video conferencing. This includes meetings with staff, parents/carers, visitors and governors. Where this is not possible, essential meetings will be conducted outside, or in a room large enough to allow for social distancing.</p>	All staff	1 st September	Visitors Policy (AC) and set out in guidance to staff and parents at start of term	Green