

**Sport Stars Ltd t/a Superstars**

Sony Technology Park, Pencoed, Bridgend, CF35 5HZ

**Location: Various Customer Sites**

<b>Title :</b> Coronavirus - Education and Childcare	<b>Date of Assessment :</b> 12/06/2020	<b>Risk Assessor :</b> James Taylor
<b>Risk Assessment Reference :</b>	<b>People involved in making this assessment :</b> James Taylor	
<b>Task/ Process :</b> Risk Assessment	<b>People at Risk :</b> Employees, Contractors, Members of the Public, Children & Young Persons	

**Hazard : Communication & Training** Staff who are not fully aware and understanding of the procedures and arrangements we have put in place to work within Government Policy on essential working could compromise our arrangements and jeopardise the health of others.

**Control Measures:**

1. The policy states that those who have coronavirus symptoms, or who have someone in their household who does, do not attend the premises.
2. Meetings will be held between management and key members of staff to discuss effective procedures and procedural changes when required.
3. Employees are provided with our COVID-19 Policy and the relevant government guidance publications, they must sign to state they have read, understood the content and agree to abide by the policy.
4. All staff are required to undertake the COVID-19 - Return to Business for employees e-learning.
5. As part of the policy, staff are not allowed to proceed with duties in a school until they have had a full induction in the schools individual COVID-19 Policies and precautionary measures.
6. Employees are instructed to promote good respiratory hygiene by educating the 'catch it, bin it, kill it' approach.
7. The policy dictates that employees developing new symptoms are reminded to follow the government guidelines of self-isolation.

**Hazard : Personal Protective Equipment (PPE)** Incorrect use of PPE resulting in risk or transfer of virus.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Cleaning and Hygiene** Inadequate cleaning & hygiene standards pose a risk of spreading infection by way of cross-contamination from surfaces contaminated with the coronavirus.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.
2. Employees are instructed to promote good respiratory hygiene by educating the 'catch it, bin it, kill it' approach.

**Hazard : Classroom layout arrangements and group sizes** Overcrowding of classrooms leading to higher risk of outbreak.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Communal halls and shared rooms** Overcrowding of communal areas leading to higher risk of outbreak.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Use of shared resources** Potential risk or transfer of virus through cross contamination.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

2. If a school request a member of staff who works at another school too, the school are sent the staff members weekly schedule and are able to decide whether they are comfortable with the staff member entering their school, as per their own individual policies and precautionary measures.

**Hazard : Outside areas** Not implementing the use of outdoor areas may result in higher capacity indoors leading to higher risk or transfer of the virus.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Contractor control and third parties e.g. parents** Inadequate communication with third parties.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Transport arrangements** Inadequate transport arrangements leading to close contact and overcrowding.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

2. Our policy states that staff members must follow the governments Coronavirus safer travel guidance for passengers.

**Hazard : Waste** Ill-health as a result of the transfer of coronavirus and other pathogens through cross contamination after contact with waste (accidental or otherwise).

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Close contact** Staff working on the premises may be at risk of exposure to other members of staff or visitors who are carrying coronavirus, knowingly or unknowingly.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

**Hazard : Communal facilities, entrance, toilets, stairs.** Risk of cross contamination from equipment, surfaces etc. that may have been touched or otherwise contaminated by coronavirus and create a risk to health.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

2. Staff instructed to clean their hands after using the toilet, by washing their hands with soap and water for at least 20 seconds.

**Hazard : Vulnerable employees or children** Vulnerable employees or children with existing health conditions are at a higher risk of contracting COVID-19, which may have a significant increased adverse affect on their health and wellbeing.

**Control Measures:**

1. As per the policy, staff members are to abide by the precautionary measures and policies of each individual school. They are not to commence duties until they have received a full induction in the schools individual COVID-19 policies and precautionary measures.

2. In accordance with Govt. policy staff who are in the vulnerable and high risk categories are not allowed on to go to work.

<b>Documents Associated with this Risk Assessment:</b>	Coronavirus COVID-19 SuperStars Policy_.docx(Policy) Request to Return Form.doc(Form)
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<b>Review Date :</b> 24/06/2021	<b>Reviewer :</b> James Taylor
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