

## SCHOOL VISIT - COVID-19 RISK ASSESSMENT

What are the hazards?	Who might be harmed?	Controls Required?	Additional Controls?	Action by who?	Action by when?
GSC staff awareness of Coronavirus (COVID-19) specifically in the prevention / control measures required.	Staff Pupils Family Members General Public	Provision of online training for ALL staff prior to visiting schools  Training programme will provide an overview of Coronavirus (COVID-19) and the measures of how to prevent and control the virus in school.	Regular contact with staff	AS	05-May-21
Understanding of risks within school locations	Staff Pupils Family Members General Public	Where available GSC will obtain copies of each schools Risk Assessment.  When taking details of a new assignment with a school, GSC will gain relevant information to support a staff in relation to a school's Coronavirus (COVID-19) controls and measures. This may include:  Specific point of contact and escalation process for any Coronavirus (COVID-19) related issues such as outbreak management. Staff arrival and reporting process Student arrival process Schools or Class start and finish times Amended school operations such as one-way travel routes, facilities, and communal areas etc Schools Behaviour Policy Where this information is unavailable to GSC the staff will be asked to gain this on arrival from the key contact.	Revised booking slip to include questions regarding any specific measures/controls relating to the assignment.  Assignment confirmations are adaptable to ensure specific measures can be passed to the staff	AS	05-May-21

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<p>GSC staff assigned across multiple locations (Schools)</p>	<p>Staff Pupils Family Members General Public</p>	<p>Where available GSC to obtain copies of each schools Risk Assessment.</p> <p>GSC will gain relevant information to support a staff in relation to a school's Coronavirus (COVID-19) controls and measures. This may include:</p> <p>Specific point of contact and escalation process for any Coronavirus (COVID-19) related issues such as outbreak management.</p> <p>Staff arrival and reporting process</p> <p>Student arrival process</p> <p>School or Class start and finish times</p> <p>Amended school operations such as one-way travel routes, facilities, and communal areas etc</p> <p>Schools Behaviour Policy</p>	<p>GSC records will enable easy tracking of where staff have been placed</p>	<p>AS</p>	<p>05-May-21</p>
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<p>GSC staff contracts or shows symptoms of Coronavirus (COVID-19) outside of the GSC programme</p>	<p>Staff Pupils Family Members General Public</p>	<p>Staff to contact GSC immediately to inform them of their situation.</p> <p>GSC will immediately make the staff 'unavailable' until further notice</p> <p>GSC will notify any schools where the staff has been placed within the last 14 days</p> <p>GSC will review future assignments and arrange for replacement staff where available.</p>	<p>Staff will self-isolate and engage with the NHS Test and Trace process</p> <p>Staff will take an NHS covid test.</p> <p>Staff will confirm to GSC the outcome of their test.</p> <p>If negative it means the staff is at low risk of having coronavirus. If they feel well and no longer have symptoms like coronavirus, they can stop self-isolating.</p> <p>If positive this means that when the staff took the test, they had coronavirus. They and other members of their household must continue to self-isolate and will be contacted by NHS Test and Trace.</p> <p>Refer to NHS Test and Trace Guidance</p>	<p>AS</p>	<p>Ongoing</p>
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<p>GSC staff contracts or shows symptoms of Coronavirus (COVID-19) prior to OR whilst on assignment within a school environment</p>	<p>Staff Pupils Family Members General Public</p>	<p>Staff to contact GSC immediately to inform them of their situation.</p> <p>Staff will immediately leave site and isolate at home.</p> <p>GSC will immediately make the staff 'unavailable' until further notice</p> <p>GSC will review future assignments and arrange for replacement staff where available.</p>	<p>Staff will self-isolate and engage with the NHS Test and Trace process</p> <p>Staff will take an NHS covid test.</p> <p>Staff will confirm to GSC the outcome of their test.</p> <p>If negative it means the staff is at low risk of having coronavirus. If they feel well and no longer have symptoms like coronavirus, they can stop self-isolating.</p> <p>If positive this means that when the staff took the test, they had coronavirus. They and other members of their household must continue to self-isolate and will be contacted by NHS Test and Trace.</p> <p>Refer to NHS Test and Trace Guidance</p>	<p>AS</p>	<p>Ongoing</p>
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<p>School notifies GSC that they have an outbreak of Coronavirus (COVID-19) on site</p>	<p>Staff Pupils Family Members General Public</p>	<p>School to notify GSC immediately of any outbreak where staff are currently onsite or has been onsite within the last 14 days</p> <p>GSC will notify any staff that are or have been assigned to that school within the last 14 days and recommend that they are tested</p> <p>GSC will make any affected staff unavailable until further notice of individual situation.</p>	<p>Staff will self-isolate and engage with the NHS Test and Trace process</p> <p>Staff will take an NHS covid test.</p> <p>Staff will confirm to GSC the outcome of their test.</p> <p>If negative it means the staff is at low risk of having coronavirus. If they feel well and no longer have symptoms like coronavirus, they can stop self-isolating.</p> <p>If positive this means that when the staff took the test, they had coronavirus. They and other members of their household must continue to self-isolate and will be contacted by NHS Test and Trace.</p> <p>Refer to NHS Test and Trace Guidance</p>	<p>AS</p>	<p>Ongoing</p>
<p>Where there is a local outbreak of Coronavirus (COVID-19) and a localised lockdown is implemented</p>	<p>Staff Pupils Family Members General Public</p>	<p>GSC will continue to follow government guidance and adhere to any localised lockdown requirements in relation to the operation of schools.</p> <p>Where a localised lockdown is implemented GSC will liaise directly with Schools affected and take relevant actions in respect of any staff being supplied.</p>	<p>GSC will continue to deploy staff into Schools in line with current government guidance.</p>	<p>AS</p>	<p>Ongoing</p>