



Little Tanks COVID-19 – Risk Assessment

What are the hazards?	Who might be harmed	Controls Required	Additional Controls	Action by who?	Action by when?	Done
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> Little Tanks Staff Pupils Staff on school premises Anyone else who physically comes in contact with you in relation to your business 	<p>Hand Washing</p> <ul style="list-style-type: none"> Hand washing facilities with soap and water available onsite. Stringent hand washing taking place. See hand washing guidance. Drying of hands with disposable paper towels. Staff encouraged to protect the skin by applying emollient cream regularly Gel sanitisers provided to each member of staff where washing facilities not readily available 	<ul style="list-style-type: none"> Employees to be reminded on a regular basis to wash their hands for 20 seconds with water and soap and the importance of proper drying with disposable towels. Also reminded to catch coughs and sneezes in tissues – Follow Catch it, Bin it, Kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace. To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice 	All staff	From now on March 2021	Continuous
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> Little Tanks Staff Pupils Staff on school premises Anyone else who physically comes in contact with you in relation to your business 	<p>Cleaning</p> <ul style="list-style-type: none"> Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles & light switches. 	<ul style="list-style-type: none"> Checks will be carried out to ensure that the necessary procedures are being followed. 	All staff	From now on March 2021	Continuous
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> Little Tanks Staff Pupils 	<p>Social Distancing</p> <ul style="list-style-type: none"> Social Distancing - Reducing the number of persons in any work area to comply 	<ul style="list-style-type: none"> Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. 	All staff	From now on	Continuous

	<ul style="list-style-type: none"> ● Staff on school premises ● Anyone else who physically comes in contact with you in relation to your business 	<p>with the 2-metre gap recommended by the Public Health Agency</p> <ul style="list-style-type: none"> ● Taking steps to review session start & finish times ● Redesigning lesson plans including games and activities to ensure social distancing is in place between the staff and the pupils ● Create a working space to adhere to school's class/year group bubbles. For example marking out the floor of the hall as below <table border="1" data-bbox="629 608 904 727"> <tr> <td>Y1</td> <td>Y6</td> <td>Y4</td> </tr> <tr> <td>Y5</td> <td>Y3</td> <td>Y2</td> </tr> </table> <ul style="list-style-type: none"> ● Conference calls to be used instead of face-to-face meetings. ● Parent collection to be safely altered and communicated to suit each venue 	Y1	Y6	Y4	Y5	Y3	Y2	<ul style="list-style-type: none"> ● Company Director checks to ensure this is adhered to. 		March 2021	
Y1	Y6	Y4										
Y5	Y3	Y2										
Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> ● Little Tanks Staff ● Pupils ● Staff on school premises ● Anyone else who physically comes in contact with you in relation to your business 	<p><u>Symptoms of Covid-19</u></p> <ul style="list-style-type: none"> ● If anyone becomes unwell with a new continuous cough or a high temperature in the workplace, they will be sent home and advised to follow the stay at home guidance. ● The Company Director will maintain regular contact with staff members during this time. ● If advised that a member of staff or public has developed Covid-19 the Company Director identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. 	<ul style="list-style-type: none"> ● Communication will be carried out regularly to reassure and support employees in a fast-changing situation. ● The Company Director will offer support to staff who are affected by Coronavirus or has a family member affected. 	All staff	From now on March 2021	Continuous						

		<ul style="list-style-type: none"> Where possible regular testing to be carried out and reported to the company director 				
Mental Wellbeing	<ul style="list-style-type: none"> Little Tanks Staff Pupils 	<p><u>Mental Health</u></p> <ul style="list-style-type: none"> We will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help 	<ul style="list-style-type: none"> Regular communication of mental health information and open-door policy for those who need additional support. 	All staff	From now on March 2021	Continuous