


Activity	Boarding during COVID-19 Spring Term 2022		 The Royal School <small>1870-2022</small>	
Establishment	The Royal School			
	Name	Position	Signature	Date
Risk Assessor	Alex Large	Head of Boarding	A Large	07/02/22
Manager approval	Louise Blewitt	Health and Safety Officer	L Blewitt	08/02/22

Hazards	Who is at risk?	How can the hazard cause harm?	Existing control measures	Risk Rating
<p>Students arriving/returning to the house/site</p> <p>Staff / children living in the boarding house</p> <p>Students classed as extremely clinically vulnerable/clinically vulnerable or that have been shielding.</p>	Existing boarders, new boarders and boarding staff	Students returning could be carrying the virus	<p>All boarders are expected to do a lateral flow test on return to the boarding house.</p> <p>“From 4am on 11 February all testing requirements will be removed for eligible fully vaccinated arrivals, with only a Passenger Locator Form (PLF) now required.</p> <p>From 11 February, individuals who are not fully vaccinated will only need to take a pre-departure test and a PCR test on or before day 2 after they arrive in the UK , as well as filling out the simplified PLF . They will not need to self-isolate on arrival, and will only need to do so on receipt of a positive result.” (www.gov.uk)</p> <p>All boarders will have their temperatures checked on a daily basis. Any high temperatures will be recorded and further monitoring will take place (see Medical Monitoring section).</p> <p>Staff and students encouraged to frequently wash hands and sanitise surfaces and equipment. Full PPE provided for when serving meals and completing checks.</p> <p>Boarders and staff encouraged to wear masks in corridor and in the common room especially during house meetings.</p>	L

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			<p>Estates and housekeeping staff will be made aware of timings they are permitted to enter each building so contact is kept to a minimum.</p> <p>Signage displayed reminding people to wash hands, wear masks and socially distance.</p> <p>Prospective boarders will need to complete a lateral flow device test before being allowed to stay for any taster nights. A room will be deep cleaned before and after the visit and they will join the corridor bubble for their time in the house.</p>	
Students and staff leaving the house/site	Existing boarders, boarding staff, returning students, other staff on site.	Anyone who leaves the site and returns could be carrying the virus	<p>Where possible staff and boarders should limit their time offsite during term time. There may be a number of reasons to leave site including:</p> <ul style="list-style-type: none"> • Shopping • Exercise/walk • Trips • Visiting family/staying at another home (approved exeats) • Medical appointments/ to pick up medication <p>As restrictions ease we ask boarders and staff when going off site to use their own judgement and take precautions where necessary.</p> <p>Masks should still be worn in public buildings and on public transport (see the latest government guidance where applicable).</p> <p>On return to site staff and boarders may be required shower and wash the clothes they have worn depending on the activity.</p> <p>Additional boarding staff are allowed into the house so long as they following hand washing and social distancing guidelines. Housekeeping and estates will be made aware of hours they are permitted into</p>	L

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			<p>buildings where staff and students remaining on site are living and working.</p> <p>Students will have access to washing machines in the boarding houses to wash clothes in between usual laundry collection.</p> <p>If returning from an exeat boarders will be asked to do a lateral flow device test.</p>	
Social distancing measures	Students, boarding staff and all support staff	Those who are not socially distancing increase the likelihood of the virus spreading.	<p>Staff should follow social distancing guidelines at all times.</p> <p>Students should try to maintain social distancing measures where possible as long as it does not detract from the activity being done. Where this is not possible masks can be worn. This will be relaxed when it comes to those within their corridor bubble or year group bubble.</p> <p>Support staff who may leave site such as catering, housekeeping and estates directed not to come into contact with students or staff where possible.</p> <p>Staff and students still encouraged to frequently wash hands and follow sensible measures for protection such a mask wearing.</p> <p>Where possible boarders are asked to minimise contact with others.</p> <p>Students should limit visits to other boarder's rooms and where possible should either be part of the same corridor or yeargroup bubble. If a student has a visitor, they must keep their door and window open.</p> <p>Students must walk in single file along corridors and in stairwells in the boarding houses and not use these areas to stop or gather to meet.</p> <p>All communal areas will be managed to abide by a maximum occupancy and ensure social distancing is</p>	L

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			<p>adhered to. Where possible windows and doors can be opened to allow for the flow of fresh air. The kitchens in both houses will be subject to an occupancy limit of 2 people at a time and have signs up to let students know.</p>	
Medical monitoring	Students, boarding staff and all support staff	<ul style="list-style-type: none"> • Students and staff becoming unwell and potentially contracting Covid-19 virus. • Staff or students becoming unwell with other illness with reduced access to usual medical provisions. 	<p>Staff and students encouraged to frequently wash hands and sanitise surfaces and equipment during basic medical treatment. Students temperatures' will continue to be taken every morning and evening. Any temperatures above 37.6 are then retaken every 30 minutes and students put into isolation where necessary. In addition a lateral flow test will be taken and PCR test will be booked.</p> <p>Students and staff health monitored and any symptoms of Covid-19 are closely watched for. Students and staff usual health and wellbeing monitored and cared for where appropriate. Staff to be aware of usual information and any additional medical needs.</p> <p>Availability and provision of PPE for all students and staff where required.</p> <p>Separate bedrooms and washrooms are available in order to isolate those with symptoms.</p>	L
Cleanliness and hygiene	Students, boarding staff and all support staff	<p>Students and staff passing on illness and disease including COVID-19 virus.</p> <p>General hygiene standards slipping.</p>	<p>Staff and students encouraged to frequently wash hands and sanitise surfaces and equipment. Staff to have access to PPE where appropriate and required.</p> <p>Staff to have access to sufficient cleaning materials to ensure that all areas are frequently cleaned and disinfected. Including but not limited to dining facilities, boarding houses, common spaces and study spaces.</p>	L

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			<p>Domestic staff given access to areas separate from students and staff isolated on site to ensure areas are clean to professional standards.</p> <p>Students educated and encouraged to follow good hygiene practice.</p> <p>All students will be shown how to use cleaning products to disinfect areas or objects they wish to use.</p> <p>On arrival all boarders will be given a small portable hand sanitiser bottle that they can fill and carry with them.</p>	
In house activities	Boarders and duty staff	Accident or misuse of equipment. Rough play accidental injury.	<p>Staff and Students encouraged to frequently wash hands and sanitise surfaces and equipment.</p> <p>The activity leader ensures that activities are suitable for the ages and experience of children under his/her care.</p> <p>All activities are the responsibility of the supervising staff. It is their responsibility to ensure the equipment is suitable and safe to use.</p> <p>The staff member must remain accessible to students throughout the activity</p> <p>Staff to ensure students are engaging in activities which are suitable for their age and ability</p> <p>Staff to ensure supervision levels are appropriate for the age and activity of each student</p> <p>Reduce/remove items which may not be easily to clean/sanitise.</p> <p>The gym in Dartmouth also has a maximum occupancy of 2 people, additional cleaning products will be made available.</p> <p>Shared equipment such as gym equipment will be sanitised in between different users.</p>	L
Outdoor activities	Boarders and duty staff	Accident or misuse of equipment. Rough play accidental injury.	<p>Staff and Students encouraged to frequently wash hands and sanitise surfaces and equipment.</p> <p>Sports equipment</p>	L

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			<p>Specific equipment kept in the boarding houses only to be used by boarders and boarding staff. Regular checks for defects and reporting of these. Inspections of play and sports equipment. Sanitising spray or cloths available to use.</p> <p>Security Points of access onto the site for visitors minimised with clearly signed routes to the reception Where possible, avoid boarders playing in areas out of sight of supervisors Areas of site deemed high risk identified as out of bounds, this to be identified on site plan. Both staff and students to be made aware of these areas Supervision levels appropriate for the layout of the site and the play areas</p>	
Social events	Staff, boarders, all support staff	Students and staff passing on illness and disease including COVID-19 virus.	<p>All boarders and staff attending to have a lateral flow test the day before. Temperatures will be checked on leaving the house on the day of the dance. All staff and boarders informed of the risk and how to minimise risk during the dance. Staff must socially distance and wear masks when not dining. Students may dance together so long as they have had a negative result from their latest lateral flow test. All then become part of one temporary bubble for the next 72 hours if need for isolation is necessary.</p>	L
Access to local park	Staff, boarders, all support staff	Boarders bringing virus back in to houses	<p>For their mental health and wellbeing boarders will be allowed to go to the local parks (Bantock and West Parks) at weekends. Staff can drive boarders in small groups (max 3) if necessary. Staff and boarders to wear masks in vehicles. Staff member will need to isolate if positive results/symptoms in the following 72 hours.</p>	L

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			Boarders must be contactable at all times and abide by lockdown rules.	
Access to local shops and city centre	Staff, boarders, all support staff	Boarders bringing virus back in to houses	Boarders will be allowed to the local shops and to the city centre. Boarders must be contactable at all times and abide by lockdown rules. They must also take a mask with them. If challenged by a member of the public boarders must contact duty member of staff immediately. Change clothes and shower on return to the house may be necessary.	L
Low staff numbers	Staff, boarders, all support staff	Inability to care for the boarders	School monitors any staff absence daily. Everyone is instructed to monitor themselves and others and look out for similar symptoms if a pupil or staff member has been sent home with suspected coronavirus. Staff do not return to school before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with national guidance. Where there are any shortages of boarding staff additional staff with ample boarding experience will be called upon.	L
Catching Coronavirus through contaminated surfaces	Staff, boarders, all support staff	Contracting / spreading Coronavirus	Cleaners are employed by the school to carry out daily thorough cleaning of boarding houses following national guidance (<u>Covid-19; Cleaning of non-healthcare settings</u>) and is compliant with the COSHH policy and the H&S policy. Meeting with cleaning contractors to review cleaning arrangements and make any necessary changes. Increased focus on cleaning and disinfecting objects and surfaces that are touched regularly (touch points) particularly in areas of high use such as door handles, door panels, bannisters, light switches, reception area / sign in tablets, using appropriate cleaning products and methods.	L

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			<p>Rigorous checks carried out by line managers to ensure that the necessary procedures are being followed</p> <p>Cleaning rotas arranged so that cleaning staff work in shifts to clean twice daily. Hall table surfaces to be cleaned between lunch sittings when this becomes necessary.</p> <p>Spray and wipes located throughout the boarding houses for boarders to decontaminate objects after use. Boarders will be taught how to do this properly. (April 2021 – latest research demonstrates that odds of catching through contaminated surface is 10,000:1, however all of the above still applies.)</p>	
Bathrooms	Staff, boarders, and support staff	Contracting / spreading Coronavirus	<p>Toilets should be allocated appropriately for staff and boarding corridor 'bubbles'.</p> <p>Students must only use the bathroom that is linked to their corridor and hence form a corridor bubble with all other users.</p> <p>When dropping off students, parents are not allowed to use the toilets in the boarding houses.</p> <p>Toilets must be flushed with the lid down. Boarders must wash their hands/use hand sanitiser.</p> <p>Staff to be allocated toilets in the boarding houses.</p> <p>Bathrooms are cleaned daily.</p> <p>Sanitising wipes provided.</p>	L
Confirmed cases of coronavirus	Staff, boarders, and support staff	Contracting / spreading Coronavirus	<p>If boarders develop symptoms consistent with coronavirus they will isolate in their rooms/designated area. Students will be required to take an LFD test and PCR test for confirmation.</p> <p>If negative they will continue their quarantine for the remaining days their symptoms are prevalent.</p> <p>If a boarder tests positive on LFD:</p>	L

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			<p>This counts as their day 0. DO NOT do another LFD test. If unsure/ there is a faint line. Order a PCR to confirm or take for a PCR. Ensure their result is registered either way.</p> <p>Isolate immediately, contact parents, inform relevant staff. Parents can collect but have no requirement to.</p> <p>Days 1 to 4 - do not get them to do a lateral flow.</p> <p>As close to 7am on their day 5 (i.e. after 4 full days of isolation) do a lateral flow test and register the result.</p> <p>As close to 7am on their day 6 (i.e. after 5 full days of isolation) do a lateral flow test and register the result. They can then leave isolation.</p> <p>If positive, the clock starts again and they need to do another two tests 24 hours apart, 24 hours after the positive result.</p>	
Individuals from BAME backgrounds	Staff, boarders, and support staff	Increased risk of contracting / spreading Coronavirus	<p>There is evidence that individuals from BAME backgrounds are of greater risk of contracting coronavirus. BAME staff and boarders should observe social distancing and should avoid contact with others outside of their social group.</p> <p>Individual risk assessments will be carried out for anyone at higher risk.</p>	L
Testing	Staff, boarders, and support staff	Positive case	<p>If the result is positive, the positive case protocol will be followed if necessary. Positive boarders and those who are close contacts will be isolated in the boarding.</p>	L

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			Boarders will take a compulsory LFD test on Sunday and Wednesday evenings. Boarders should not require any additional support however if boarding staff are required to help administer the test, full PPE should be worn. All tests are to be reported on the gov.uk website.	

Additional control required	Action by	Date for completion	Action Completed	Residual Risk
Fire drills must continue to take place with consideration that boarders/staff may be isolating with positive symptoms.	Head of Boarding	w/c 6th September 2021	w/c 6 th September 2021	L
Students classed as extremely clinically vulnerable/clinically vulnerable or that have been shielding – separate personal risk assessment to be carried if required.	Head of Boarding	To be completed as required.		

Date of review	Comments	Position	Signature
04/01/22	Risk assessment updated to reflect the latest changes in the UK government guidance in particular quarantine arrangements on arrival to England.	Head of Boarding	A Large
07/02/22	Risk assessment updated to reflect the latest changes in the UK government guidance in particular quarantine arrangements on	Head of Boarding	A Large

Date of review	Comments	Position	Signature
	arrival to England and the reduction in isolation time after testing positive.		

(RESIDUAL) RISK RATING	ACTION REQUIRED
VERY HIGH (VH) Strong likelihood of fatality / serious injury occurring	The activity must not take place at all. You must identify further controls to reduce the risk rating.
HIGH (H) Possibility of fatality/serious injury occurring	You must identify further controls to reduce the risk rating. Seek further advice, e.g. from your H&S Team
MEDIUM (M) Possibility of significant injury or over 3 day absence occurring	If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely.
LOW (L) Possibility of minor injury only	No further action required.