



**COVID-19 RISK ASSESSMENT: Residential centres from**

**7/8/21 following easing of both UK Government (on 19/7/21) and Welsh Government restrictions (on 7/8/21).**

**Overview: Following relaxation of both UK and Welsh Government restrictions, there is still a requirement for businesses to work to a covid risk assessment to continue reducing the risk of transmission. The Conway Centres outdoor education centres have updated our risk assessment to take account of the easing of restrictions however to adopt a sensible approach in maintaining many of the controls recommended over the last 18 months.**

Assessment Reference No.	COVID-19 Residential Centres version 7	Area or Activity Assessed:	<b>Residential Services –</b>  <b>In Addition to the Company Wide (All Services) Risk Assessment</b>
Assessment Date:	18 <sup>th</sup> May 2020. Updated on 26/10/20; 1/3/21. 20/4/21, 23/4/21, 26/4/21, 19/7/21		
Person who may be affected by this activity	Staff, Visitors, Contractors & Service Users		

**Section 1: Identify the Hazard**

1.	Transmission of COVID-19	✓	2.	Transmission through contact with other people	✓	3.	Transmission through contact with touch points	✓	4.	Maintain compliance with all other statutory H&S requirements e.g. fire, first aid etc	✓
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## Section 2: Risk Controls

What are the hazards?	Who might be harmed	Risk	Pre-Control Risk Rating (Likelihood x Severity)	Controls Required	Post-Control Risk Rating (Likelihood x Severity)
Spread of Covid-19 Coronavirus	All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Drivers Anyone else who physically comes in contact with the business	Contracting or spreading Covid-19 through contact with other People  Contracting or spreading Covid-19 through contact with touching points	3 x 3 = 9	<p><b><u>Accommodation – Pre-Arrival/Travel/Arrival/Induction/Reception/General site/Shop</u></b></p> <p><b>Pre-Arrival Communication to highlight our processes so schools can make informed decisions and be aware of how their visit will look when they arrive.</b></p> <ul style="list-style-type: none"> <li>• We will send schools all our Covid safety documentation in advance of their stay.</li> <li>• If a prelim visit is required, will be allocated a time during our quietest period in a week during these weeks which is likely to be an early Monday morning or late Friday afternoon.</li> <li>• Schools to be advised that other schools will be on site at the same time during their visit.</li> <li>• We will continue to aim for school groups to keep separate as much as possible through having separate bedroom allocations, washroom/toilet facilities, meal-times, shop access times, communal room allocation, kit rooms, activity sessions.</li> <li>• Each school will be colour coded to highlight the areas dedicated to them that they can use.</li> </ul>	1 x 3 = 3

				<ul style="list-style-type: none"> <li>• Send all schools a copy of our isolation plan should anyone in their group show symptoms of covid during their visit. We ask group leader to always have all parent/guardian contact details with them and staff at school be made available to support contacting parents in case of an incident.</li> <li>• Set up of at least one dedicated isolation room on each site in case of any individual person/member of a school group who shows signs of the virus.</li> <li>• Continue to review our site layout and we will continue to recommend all groups and staff follow 1-way systems where possible on shared sites, signage and floor tape to help customers and staff reduce social contact.</li> <li>• Lifts to be closed off unless request from a teacher to be used, numbers using at the same time limited.</li> <li>• All rooms will be well ventilated, windows and doors left open where possible and safe to do so.</li> <li>• Hand Sanitising stations and signage set up around buildings and continue to be recommended to be used frequently.</li> <li>• Room layouts have been reviewed to give maximum room between beds. Whilst no limit to how many people will be able to share a room we will where possible separate groups as much as possible across site.</li> <li>• All staff have been briefed on health, safety, hygiene and correct practices &amp; processes to follow to.</li> <li>• Visitors to site have an induction when signing into site and posters highlighting our guidance are in reception areas. Visitors advised to use the Track &amp; Trace QR code or our sign in form with their contact details.</li> </ul>	
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				<ul style="list-style-type: none"> <li>• Schools to confirm the morning of travel that no student or member of staff due to travel has tested positive or showing any symptoms of the virus.</li> <li>• We recommend secondary aged children and all teachers of secondary and primary schools continue to wear face coverings on coaches whilst travelling from school to our centres.</li> <li>• Schools to provide the residential service with their covid-19 specific risk assessment for their visit.</li> <li>• Coach operators contracted by schools will confirm in writing that they conform with UK Government Coronavirus: Safer working principles and risk assessment for working in or from a vehicle.</li> <li>• We will limit the number of Edsential staff schools have contact with by ensuring the dedicated group leader is our primary point of contact and contact with office staff where possible should be done over the phone. You will be provided with a phone number in order to contact duty staff. At no time will you need to travel within the centre or visit reception to contact a member of staff.</li> <li>• Schools to recommend to all students and staff visiting to bring their own hand sanitiser and face coverings (mandatory for school staff and secondary aged pupils, recommended to primary children). A supply will be made available on site for anyone who requires them.</li> <li>• Upon arrival on site a member of staff to meet the group off their coach and ask if anyone is showing signs of any symptoms. Covid induction to be held with everyone in the group to confirm what we have in place and expect whilst on site to protect themselves and each other from Covid-19. Schools arriving at the same time will be asked to disembark their coach</li> </ul>	
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				<p>at separate times to avoid contact until there is a safe space for them to move in to:</p> <ul style="list-style-type: none"> <li>○ Wash hands as frequently as possible, especially after using the toilet and before eating.</li> <li>○ Placement of hand sanitisers around the site.</li> <li>○ Aim not to touch your face with your hands.</li> <li>○ If sneezing or coughing aim to use a tissue or into your elbow and wash hands afterwards.</li> <li>○ Do not touch anyone else during your visit unless it is an essential part of your activity.</li> <li>○ Face coverings to be worn inside the building, with the exception of mealtimes and when sleeping, washing. Primary schools children not required to wear face coverings.</li> </ul> <ul style="list-style-type: none"> <li>● When entering the building, everyone will be asked to use a hand sanitiser.</li> <li>● Site inductions, when possible in good weather to be held in the outdoor spaces and if indoors in the hall and have space between everyone. If the hall is not available the chapel may be used and will need to be cleaned after use.</li> <li>● Capacity will be limited to max 80% of our full occupancy initially until 1/11/21</li> <li>● Schools can mix between themselves, however will be recommended not to come into close contact with people from other schools.</li> <li>● Guidance will be given upon arrival to all students not to go into any bedroom other than their own.</li> <li>● Schools to be given separate space in the evening to hold group activities.</li> </ul>	
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				<ul style="list-style-type: none"> <li>• Whilst visiting should any member of the school party test positive or show symptoms, that individual will be asked to isolate in their allocated room immediately. The student's parent or guardian will be contacted promptly to come and pick the student up.</li> </ul> <p><b>Shop:</b></p> <ul style="list-style-type: none"> <li>• An allocated time for each school to use the shop each day will be provided.</li> <li>• No use of baskets</li> <li>• Customers will be encouraged to avoid touching products while browsing.</li> <li>• Our staff will wear a mask and/or visor to reduce face to face contact.</li> <li>• Numbers allowed in the shop at any one time will be limited.</li> <li>• Posters and guidance will be in place to promote social distancing.</li> <li>• Staff will be assigned to a single till and will be responsible for cashing up it up.</li> <li>• Tills will be sanitised between users.</li> <li>• Replenishment of the shop floor will only occur when guests are not in the shop.</li> <li>• There will be no unpacked sweets available.</li> <li>• Guests will be encouraged to sanitise their hands when entering and leaving the shop.</li> </ul> <p><b>Communal rooms/Visiting staff room – Anglesey site</b></p> <ul style="list-style-type: none"> <li>• Each school will be allocated a communal room for their visit to use as needed during the day and evening</li> </ul>	
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				<ul style="list-style-type: none"> <li>The visiting teachers staff room will not be available during visits to avoid teachers from different schools coming into contact with each other.</li> <li>Each school will be allocated their own drying room space and kit area to avoid kit coming in to contact between different schools.</li> </ul>	
Spread of Covid-19 Coronavirus	All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Drivers Anyone else who physically comes in contact with the business	Contracting or spreading Covid-19 through contact with other People  Contracting or spreading Covid-19 through contact with touching points		<b>Incident Plan</b> <ul style="list-style-type: none"> <li>Schools will be provided with our full incident plan, in brief this will highlight that if one member of their group tests positive or has covid symptoms that person must isolate immediately. Isolation must take place in the allocated isolation room. A process will then start of the school contacting parents/guardians to come and collect their child as soon as possible. Our team will assist if requested in calling parents and guide parents/guardians to a collection point where a teacher must approve the parent/guardian collecting a child is an approved person.</li> <li>Normal reporting of a covid case will take place through track &amp; trace and we will follow guidance at the time to determine if anyone else in the school group or on site needs to isolate.</li> </ul>	1 x 3 = 3
Spread of Covid-19 Coronavirus	Bookings/Office team	Contracting or spreading Covid-19 through contact with other People	3 x 3 = 9	<ul style="list-style-type: none"> <li>Bookings/Office team to work from home for one day a week each.</li> <li>Bookings office on site to be limited in numbers as to how many people can enter and work from the office at once. If working in the office, workspaces should be separated as much as possible for social distancing and where possible work back to back.</li> </ul>	1 x 3 = 3

		Contracting or spreading Covid-19 through contact with touching points		<ul style="list-style-type: none"> <li>• If working in the office hand sanitiser, desk wipes to be available and to be used when entering/leaving the office.</li> <li>• Aim not to use any shared office equipment when working in the office and sanitise before and after using.</li> <li>• Ventilate offices well by keeping windows open.</li> </ul>	
Spread of Covid-19 Coronavirus	<b>Catering Operations:</b> All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Anyone else who physically comes in contact with the business	Contracting or spreading Covid-19 through contact with other People  Contracting or spreading Covid-19 through contact with touching points	3 x 3 = 9	<b>Kitchens &amp; Food halls:</b> <ul style="list-style-type: none"> <li>• Mealtimes to be set up so different schools eat in different areas. Main hall to be separated by room partitions. Set meal-times to be given per school/group to reduce contact.</li> <li>• Packed lunches for lunch time meal that can be eaten outside.</li> <li>• Floor tape/signage added to distance people when collecting their food from the servery.</li> <li>• Should any school arrive late for their allocated meal time the school must wait in their rooms, outside or in their allocated communal room until the group ahead of them have all sat down to eat in their allocated area.</li> <li>• Allocated assistant or teacher to assist near servery in giving out cutlery, mugs and condiments so children do not have to collect their own from a central area.</li> <li>• No shared sauces or condiments on the tables. Disposable/single serve condiments to be used</li> <li>• No salad, fruit or bread to be served from a help yourself area. These will need to be plated from the servery.</li> <li>• If schools are using the main servery, limit to groups of 10 at a time going to collect their meal.</li> </ul>	1 x 3 = 3



				<ul style="list-style-type: none"> <li>• Trays to be used to carry plates with food on, students to keep plated food on their tray whilst eating at tables and then return tray with used dishes to the stands provided. Trays to be washed through dishwasher after every use.</li> <li>• Kitchen team to clean and disinfect equipment and surfaces more frequently than normal.</li> <li>• Kitchen team recommended to wear face masks during their shift and option of visors to also be provided at servery for them to wear (unless exempt to wearing a face mask due to health condition).</li> <li>• Each school to clear their used dishes on to trolleys and wipe down their table before a member of our team sanitises the table once the group have left.</li> <li>• Kitchen staff to not change into and out of uniform in the same room at the same time.</li> <li>• Ventilate kitchen and food halls as best as possible through open windows.</li> <li>• Guests encouraged to bring their own drinks bottles and fill these up in their communal rooms.</li> </ul>	
Spread of Covid-19 Coronavirus	<b>Activities team:</b> All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Drivers	Contracting or spreading CV19 through Contact with Other People  Contracting or spreading	3 x 3 = 9	<b>Activities (Inc Equipment &amp; Rescue)</b> <ul style="list-style-type: none"> <li>• Outdoor activities to be considered first as a preference to lower transmission risk.</li> <li>• All safety briefings, kitting up and activity should be in outdoor spaces where possible.</li> <li>• For activities where there may be close contact tutors recommended to wear a face covering where possible unless communication or safety of participation is impacted.</li> </ul>	1 x 3 = 3

	Anyone else who physically comes in contact with the business	CV19 through Contact with touching points		<ul style="list-style-type: none"> <li>• Increased briefing of self-rescue procedures that could be used if a participant comes into difficulty, and if a staff member is required for a rescue the participants understand the process of coming into contact with each other.</li> <li>• Staff to have a suitable face covering and gloves within their rescue kit.</li> <li>• Kit/changing/drying rooms to be allocated to each school where possible or allocated times given to access shared rooms.</li> <li>• Aim for groups to use toilets before leaving site for their activity to limit the need for use of public toilets.</li> <li>• Have hand sanitiser available on activities where multiple people are touching the same piece of equipment and aim to have each person hand wash before and after they have touched that piece of equipment, for example on the climbing wall where people will touch the same hand holds and it is not practical to clean each hand hold in between use.</li> <li>• There will be no mixing of separate school groups on activities.</li> <li>• Upon returning clothing and equipment to stores where possible to be cleaned or washed appropriately before being put into a safe to use area.</li> <li>• Student kit that is allocated for their individual stay to be stored in the dedicated school drying rooms after each session and washed before being given to a new student in a different group.</li> <li>• Drying room area to have one way route and numbers limited at a time through signage and assistance from teachers.</li> <li>• Separate kit rooms and meeting points to be arranged across site to keep groups apart. All separate areas will be colour coded to the school group.</li> </ul>	
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				<ul style="list-style-type: none"> <li>Monitor on going recommendations from UK Outdoors and AHOEC in good working practices.</li> </ul>	
Spread of COVID-19	<b>Mini bus and Company Vehicles:</b> All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Drivers Anyone else who physically comes in contact with the business	Contracting or spreading CV19 through contact with other people  Contracting or spreading CV19 through contact with touching points	3 x 3 = 9	<p><b><u>Driving Vehicles</u></b></p> <p>We are aware of, and understand, the latest government advice on working safely regarding the use of vehicles:-</p> <p><a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/vehicles#vehicles-7-2">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/vehicles#vehicles-7-2</a></p> <p>Where vehicles are shared will follow all Government advice, including that on cleaning, face masks, hand sanitiser, social distancing and ventilation.</p> <p>All vehicles will be thoroughly cleaned / wiped down before and after use and we will provide sanitising equipment for this purpose.</p> <p>Our current vehicle checks/inspections will be extended to ensure the above is maintained.</p> <p><b>Ahead of driving a vehicle:</b></p> <ul style="list-style-type: none"> <li>Any member of staff driving a company mini bus must undertake the return to work vehicle driving induction with our transport manager and pass the assessment to undertake driving the vehicles.</li> </ul> <p><b>Mini Bus use:</b></p> <ul style="list-style-type: none"> <li>Activities using mini-buses to be reviewed and potentially changed to activities not requiring a mini bus.</li> <li>Only students in the same school should travel together.</li> </ul>	1 x 3 =3

				<ul style="list-style-type: none"> <li>• If a Mini-bus must be used it should have hand sanitiser available whilst boarding and getting off.</li> <li>• Face coverings must be worn by all passengers (except primary school children) and driver whilst travelling, this is compulsory unless there the person is exempt.</li> <li>• Guidance given whilst travelling that travellers should be separated as much as practically possible based on the numbers travelling.</li> <li>• Aim for groups to use toilets before leaving site for their activity to limit the need for use of public toilets.</li> <li>• Keep windows open on journey where possible.</li> <li>• No eating or drinking on the bus.</li> <li>• Staff to clean/sanitise mini buses after each use.</li> <li>• Sick packs to be on each mini-bus in case of any passenger vomiting whilst travelling. Pack to contain clean up kit and PPE for staff – Disposable gloves, face mask, visor, gown which must be worn and then disposed of by double bagging. Stock to be replenished after use by person who has used the stock.</li> </ul>	
Spread of Covid-19 Coronavirus	<b>Maintenance team:</b> All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Drivers Anyone else who physically comes in	Contracting or spreading CV19 through Contact with Other People  Contracting or spreading CV19 through Contact with	3 x 3 = 9	<u>Maintenance</u>  <u>Ahead of Re-Opening:</u> <ul style="list-style-type: none"> <li>• Hot &amp; Cold-water systems - including tanks, sinks/basins/showers and drinking water outlets. We have increased monitoring to maintain water quality within the entire system. Water quality testing and legionella testing at water outlets and drinking water outlets has been carried out and we have commissioned a water treatment specialist to chlorinate and flush the complete system for all hot and cold-</li> </ul>	1 x 3 =3

	contact with the business	touching points		<p>water systems (including drinking water) and certify the water system is safe before the buildings are reoccupied.</p> <ul style="list-style-type: none"> <li>• Water flushing continuing whilst buildings are closed to reduce legionella forming.</li> <li>• Recommission all systems before re-opening, as would normally be done after a long holiday period. This includes gas, heating, water supply, mechanical and electrical systems, catering equipment, Playgrounds, play equipment, sport/outdoor education equipment.</li> <li>• Gas safety check completed.</li> <li>• All Fire safety systems, including fire doors, fire detection and fire-fighting equipment have been checked to ensure they meet all the required standards.</li> <li>• All normal fire, legionella, electrical, Gas, buildings annual risk assessments and servicing continuing as normal whilst closed.</li> <li>• All buildings re-opening procedures follow guidance given by CIBSE at: <a href="https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown#2">https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown#2</a></li> </ul> <p><b><u>Once re-opened:</u></b></p> <ul style="list-style-type: none"> <li>• Any non-essential contractor work on site will be delayed until a time when the site is clear of any customers. If any work is essential, work contractors will be briefed in our Covid safety processes which include to wash their hands upon arrival, during and departure, to wear a face covering during their work inside buildings and to stay away from any customers and limit their contact with staff.</li> <li>• Aim to carry out any maintenance work in rooms or communal areas once residents are out on activity.</li> </ul>	
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				<ul style="list-style-type: none"> <li>• Maintenance team to only work together when necessary and on safety critical tasks.</li> <li>• Face masks to be worn inside buildings and when working in close proximity to others unless health exemptions or impacts on breathing when carrying out a physical task.</li> <li>• Ventilate work areas by keeping windows open.</li> </ul>	
Spread of Covid-19 Coronavirus	<b>Housekeeping team:</b> All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Drivers Anyone else who physically comes in contact with the business	Contracting or spreading CV19 through Contact with Other People  Contracting or spreading CV19 through Contact with touching points	3 x 3 = 9	<p><b>Cleaning</b></p> <p><b>Ahead of Re-opening:</b></p> <ul style="list-style-type: none"> <li>• Deep clean of all rooms, social areas, kitchens, public areas, classrooms, staff offices and staff areas. This cleaning has been carried out using appropriate cleaning and sanitising equipment, processes and standards by our experienced in-house team and quality checked by our management team.</li> </ul> <p><b>Once open:</b></p> <ul style="list-style-type: none"> <li>• Continue with all regular cleaning, enhanced sanitising appropriate for COVID-19.</li> <li>• Additional cleaning each day and overnight, especially focusing on door handles, communal areas, shower rooms, toilets and surfaces with high throughput.</li> <li>• Housekeepers to be allocated duties where they do not have to work together cleaning the same bedrooms or areas.</li> <li>• Face coverings to be worn inside buildings when working, unless you have an exemption.</li> <li>• Housekeepers to wear disposable gloves, gown and face mask when changing beds.</li> <li>• Housekeepers to carry their own personal hand sanitiser as a back-up for use in between cleaning tasks in case they cannot</li> </ul>	1 x 3 = 3

				<p>wash their hands. Sanitise hands in between cleaning each room.</p> <ul style="list-style-type: none"> <li>• Should any cases or symptoms of Covid-19 been found in anyone on site, once that person has been isolated a full clean will be carried out of all known areas they have come into contact with. The cleaning team in these cases will wear PPE and use enhanced cleaning products and disposable cleaning equipment which will be double bagged and disposed of in line with guidance of waste disposal.</li> <li>• Rooms where possible to be left 48hours before being cleaned, if cleaning needs to take place in a shorter timescale than this, appropriate PPE to be worn.</li> <li>• All hard surfaces to be cleaned in bedrooms before arrival.</li> <li>• No cleaning of rooms during schools stay, cleaning of rooms only done pre and post visit, unless requested by group leader.</li> <li>• Cleaning during visits will be focused on communal areas, corridors, toilets, shower blocks, high touch point areas.</li> <li>• Laundry bags to be placed in rooms for children to strip their own beds at the end of their visit (secondary schools and all teachers),</li> <li>• Laundry to be washed at highest temperature possible – 60 degrees ideally if manufacturer guidance of item allows.</li> <li>• Normal cleaning processes to be followed ensuring that all surfaces, handles, windows, furniture, toilets, sinks, and floors are cleaned with the correct disinfectant or sanitiser, with extra focus on sanitising high touch areas.</li> <li>• All cloths, mops or re-usable cleaning goods that can be washed to be washed after each shift.</li> <li>• Ventilate work areas by keeping windows open.</li> </ul>	
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				<ul style="list-style-type: none"> <li>All rooms to be checked and signed off by a member of the management team before groups access the room.</li> </ul>	
Spread of Covid-19 Coronavirus	<b>Classrooms:</b> All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Anyone else who physically comes in contact with the business	Contracting or spreading CV19 through Contact with Other People  Contracting or spreading CV19 through Contact with touching points	3 x 3 = 9	<u><b>Classrooms</b></u> <ul style="list-style-type: none"> <li>Limit sharing of equipment where possible and clean any shared equipment at the end of each session.</li> <li>Aim to have classroom doors remaining open.</li> <li>Hand sanitiser to be situated in each classroom.</li> <li>Face masks to be recommended to be worn by staff whilst leading sessions.</li> <li>Ventilate classrooms when occupied by keeping windows open.</li> <li>Numbers within rooms to be limited with signage on doors.</li> </ul>	
Spread of Covid-19 Coronavirus	All staff (inc. clinically extremely vulnerable & clinically vulnerable individuals). Visitors Contractors Drivers Anyone else who physically comes in contact with the business	Contracting or spreading CV19 through Contact with Other People  Contracting or spreading CV19 through Contact with	3 x 3 = 9	<u><b>Additional Measures</b></u> <ul style="list-style-type: none"> <li>All staff to sign in/out of work when they arrive/leave site on the Covid &amp; Fire register document in the entrance point to site for their team.</li> <li>Staff recommended to bring a change of clothing and footwear to work each day. To change clothing if they come into contact with anyone with symptoms. Recommend having footwear specifically for work that can be changed to and from in their vehicles at the start and end of their shift meaning staff reduce risk of transferring virus from their home into work or from work back home.</li> </ul>	



		touching points		<ul style="list-style-type: none"> <li>• Leave as many windows and doors open as possible to ventilate buildings (that are not fire doors)</li> <li>• Staff using tools should sanitise them after use before anyone else uses them.</li> <li>• If administering first aid, disposable gloves, mask, apron should be worn. Self treatment should be advised for cuts if possible and if bodily fluid of any kind came into contact with, following the treatment staff member should shower and change clothes.</li> <li>• Photocopier use to be recommended used only when absolutely necessary, only one person at a time near the machine and wash/sanitise hands after use.</li> <li>• Signage on doors to offices, staff room, meeting rooms, classrooms, working areas, bedrooms, communal rooms etc with numbers of people permitted in each room.</li> <li>• Staff room – no sharing of mugs/plates/cutlery (staff advised packed lunches only and flasks for hot drinks recommended). No multi use towels.</li> <li>• Face coverings for staff – To continue to be worn in all indoor areas on our sites with the exception of: Whilst sat at a desk; whilst eating or drinking; or if you if you have an exemption Encourage staff to bring their own face covering to work however, we will offer disposable masks.</li> <li>• Testing of staff - Strongly recommending all staff to conduct a home self-test twice a week through Government home kits being picked up locally or ordered online. Central stock to be held at Anglesey through Welsh Government testing scheme for staff to take home with them.</li> <li>• School testing – Schools should continue testing whilst on sites as they would in school and make arrangements to do this and have enough testing kits for their visit. We encourage schools</li> </ul>	
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				<p>to discuss and any specific requirements they may have with us this prior to arrival.</p> <ul style="list-style-type: none"><li>• Re-opening procedures follow CIBSE guidance: <a href="https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown#2">https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown#2</a></li><li>• Vaccinations - The company has a COVID-19 Vaccination Policy (available on the Selima system) and is strongly encouraging and promoting the vaccine to all workers. Staff can take time off work to attend a vaccination appointment (subject to their line manager's approval) if they are not able to get an appointment out of work hours.</li><li>• Continue to monitor all UK, Welsh Government and Public health guidance.</li></ul>	
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**Updates (added after 19/7/21):**

**Risk Rating**

Edsential COVID-19 Risk Assessment

**S = SEVERITY**

**L = LIKELIHOOD**

**Degree of Risk (DR) = RISK x SEVERITY**

**\*\* Residual Risk (RR) = the level of risk that remains after suitable and sufficient control measures are introduced.**

LIKELIHOOD	SEVERITY
1= Low	1 = Slight
2= Medium	2 = Serious
3 = High	3 = Major

Risk Matrix			
Degree of Risk	1	2	3
1	1	2	3
2	2	4	6
3	3	6	9

Risk Score	Risk Rating	Actions Required
1 – 3	<b>LOW</b>	Continue to review working practises on a regular basis and implement any additional control measures required within the time scale given in the Risk Assessment.
4 – 6	<b>MEDIUM</b>	Implement control measures within time scale shown in risk assessment and review working practises on a regular basis. Review tooling and working practises used to reduce the probability of an accident to the lowest level possible. Employee consultation should be included in the review.
7 – 9	<b>HIGH</b>	DO NOT allow work to start and review working practises immediately. Implement all the additional control measures identified in the Risk Assessment within the given time scales. Continue to review and implement additional control measures until the probability of an accident is reduced to the lowest level possible. Employee consultation should be included in the review.

*Additional control measures have been identified and are required* **NO**

### **3. Additional Control Measures Required**

I.D.	Additional Assessments Required	Time Scale	Date Actioned	Reviewed	Personal Responsible

Signed originator: Nick Mccavish      Job title: Head of Centres

Date completed: 18/5/20      Date for revision: Reviewed and Updated on 26/10/20; 1/3/21; 20/4/21, 23/4/21, 26/4/21, 19/7/21

Next Review due: 1/9/21