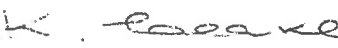






# Significant Findings of Risk Assessment

<b>Site / Premises:</b> Uplands Infant School	<b>Assessment Carried Out By</b> <b>Name:</b> Kieran Clarke <b>Signature:</b> 	<b>Assessment Serial Number:</b> <b>Version 4</b>		
<b>Department:</b> Whole School	<b>Responsible Manager / Team Leader etc</b> <b>Name:</b> Michelle Orton <b>Signature:</b> 	<b>Date Carried Out or Reviewed</b> 18.05.2020	<b>Date for Next Review</b> Remaining fluid	<b>Reviewed By (Name)</b> 
<b>Activity / Process:</b> Coronavirus Cleaning Risk Assessment		18.08.2020	Remaining fluid	
		12.02. 2021	Remaining fluid	

**Risk Rating.**  
The Risk Rating process is provided for guidance only. It is the risk assessors' evaluation of the risks that is important, and this may differ from the result indicated by the risk rating matrix. Even after taking the risk rating into consideration employers still have a duty to ensure that sufficient and adequate control measures are in place to ensure that any remaining risks are kept as low as is reasonably practicable.

What are the Hazards ? (What can go wrong)	Who might be Harmed & How ?	Existing Control Measures (What are you already doing to manage the hazards/risks?)	Risk Rating with controls in place			Additional Controls Required (Where the existing controls are insufficient to reduce the risk to an acceptable level) Use the scoring table below to assist in planning actions.	Action By Who ?	Action By When ?	Additional Action Completed (Initials)
			Likelihood	Impact / Severity	Risk Rating Score				
<b>Droplets on surfaces such as tables, Handrails &amp; Door Handles – potential for contamination.</b>	Children & Staff	All hard surfaces and points of contact areas disinfected/washed down with hot water and/or sanitiser depending upon area. All areas vacuumed daily and frequent change of bag is recommended. All bins emptied at the end of each session. Rooms and provision sprayed at end of each day with Fogger - hall sprayed after each session.	2	3	6	Restrict access areas to reduce the amount of surface areas likely to be infected.	KC	Immediate	KC
<b>Potential recurring contamination</b>	Children & Staff	At the end of each day a thorough clean will be undertaken in all areas that have been occupied. Each classroom will also be provided with cleaning materials to aid with the frequent cleaning of tables, door handles and equipment.	2	3	6		KC	Immediate	KC

<b>Incorrect use of cleaning materials resulting in contagions remaining in school.</b>	Children & Staff	All cleaning staff are trained in the correct use of cleaning agents and have recently undertaken a COSHH refresher course. The course also incorporates the correct use of PPE and each member of the cleaning team has been supplied with the correct protective equipment. We have specific cleaning agents for all types of surfaces including soft furnishings. <b>Staff to remove unnecessary items of/soft furnishings that are hard to clean.</b> We use vacuum bags that are filtered that will reduce the risk of releasing airborne particles. Cleaning staff have a written program of works in relation to daily duties. For all other staff that require information regarding product use, they can access the online COSHH Register on staff <a href="#">Public/Health and Safety/COSHH</a> . The COSHH folder with product information can be found in the Premises Office.	2	3	6	Additional supplies of specific cleaning materials have been ordered so we have ample supplies for staff to spray or wipe in-between cleaning times.  We have recently purchased steam cleaners that are that are effective in eliminating bugs from hard and soft surfaces, including soft furnishings. The steam cleaner will be used as part of the weekly clean on all surfaces.	KC	Immediate	KC
<b>Uncontrolled waste can harbour bacteria</b>	Children & Staff	Refuse sacks are readily available and staff are encouraged to tie up bags in readiness for disposal by the cleaning team. Waste will be removed daily in accordance with our cleaning schedule. We have specific bins for bodily fluids that are safely stored and collected by third party contractors.	2	3	6				
<b>Spillages/ bodily fluids</b>	Children & Staff	Staff are aware that we have different colour coded mops and cloths to deal with different types of spillages. Disinfectant sprays, mops, buckets and PPE is always available to spot clean and mark areas for attention by the cleaning team.	2	3	6				
<b>Not using PPE can put yourself and others at risk of infection</b>		All types of PPE is available to staff should they need it: Protective gloves, Aprons, Masks, visors and eye protection in certain circumstances and hand gel for frequent use in-between hand washing. For any specific needs please contact the Premises Officer. Each classroom will be provided with	2	3	6				

2 sets of PPE.

## Scoring Table

LEVEL OF RISK		OVERALL RATING		HOW THE RISK SHOULD BE TACKLED/MANAGED		
HIGH RISK		15-25		Immediate Management Action		
MEDIUM RISK		9-12		Plan for Change		
LOW RISK		1-8		Continue to Manage		
Likelihood (A)	5 Almost Certain	5	10	15	20	25
	4 Probable /Likely	4	8	12	16	20
	3 Possible	3	6	9	12	15
	2 Unlikely	2	4	6	8	10
	1 Very Unlikely / Rare	1	2	3	4	5
		1 Insignificant / Negligible	2 Minor	3 Moderate	4 Major	5 Critical / Catastrophic
Impact (B)						

## Risk Score

To calculate the Risk Score in the Risk Assessment Register above, simply multiply the Impact by the Likelihood to identify the level of risk as per the table above.

## Risk Scoring Guide

Consider the potential harm or injury that could result from the identified hazard if an accident or incident were to occur, based on the table below.

Impact Criteria (B)	IMPACT	SCORE	HEALTH & SAFETY EFFECT
	Critical/ Catastrophic	5	Multiple deaths of employees, service users, members of the public, etc.
	Major	4	Death of an employee, service user, member of the public, etc.
	Moderate	3	Serious injury (acute, chronic or life-changing) to employee, service user or member of the public requiring medical intervention.
	Minor	2	Minor injury such as a bump or bruise that may require First Aid treatment and the person returns to work.
	Insignificant / Negligible	1	A day to day issue/problem but negligible harm would result.

Now consider the likelihood of that harm or injury being realised based on the expected frequencies in the table below.

Likelihood Criteria (A)	LIKELIHOOD	SCORE	EXPECTED FREQUENCY
	Almost Certain	5	Reasonable to expect that the event <b>WILL</b> undoubtedly happen/recur, possibly frequently and is probable in the current year
	Probable / Likely	4	Event is <b>MORE THAN LIKELY</b> to occur, will probably happen/recur, but is not a persisting issue. Will possibly

				happen in the current year and be likely in the longer term
		Possible	3	<b>LITTLE LIKELIHOOD</b> of event occurring. Not likely in the current year, but reasonably likely in the medium/long term.
		Unlikely	2	Event <b>NOT EXPECTED</b> . Do not expect it to happen/recur. Extremely unlikely to happen in the current year, but possible in the longer term.
		Very Unlikely /Rare	1	<b>EXCEPTIONAL</b> event. This will probably never happen/recur. A barely feasible event.