

## Key Risks associated with the transmission of COVID-19 at Horton Halls

This RA covers:

- ⇒ Physical buildings
- ⇒ The student journey
- ⇒ People
- ⇒ Health & safety
- ⇒ Dealing with incidents

This risk assessment is based on current government guidance and will be amended to reflect any changes.

Each identified risk is scored and classified as follows:

Likelihood (L)
1 = Very Unlikely
2 = Unlikely
3 = Possible
4 = Likely
5 = Very Likely

Severity (S)
1 = Insignificant
2 = Minor
3 = Moderate
4 = Major
5 = Catastrophic

RR score	Level of Risk
1-6	Low Risk
7-12	Medium Low Risk
13-19	Medium High Risk
20-25	High Risk

<b>INSTITUTE:</b>	<b>St George's University of London</b>	<b>TITLE:</b>	<b>Horton Halls Recovery Readiness Risk Assessment.</b>	<b>ASSESSMENT DATE:</b>	05/08/2020
<b>VERSION:</b>	<b>3</b>	<b>LOCATION:</b>	<b>Horton Halls.</b>	<b>REVIEW DATE:</b>	05/08/2020
				<b>COMPLETED BY:</b>	Matthew Bull
				<b>APPROVED BY:</b>	

<b>KEY OBJECTIVE</b>				To ensure that Horton Halls is Covid-19 secure when the students return in August and September 2020.				This risk assessment will consider each of the following in respect of the management of COVID-19 at Horton Halls - the physical buildings, the student journey, people, Health & safety, dealing with incidents and communications. The risks relating to each of these areas will be considered and what it is reasonably practicable to do to minimise them, recognising that you cannot eliminate the risk of COVID-19. This document will be subject to change following amendments to Government guidance and changes that may arise on-site. Inherent to this risk assessment is a need to ensure we continue to treat students as adults and ask them to take responsibility for their own safety and well-being.			
<b>OBJECTIVE</b>	<b>L</b>	<b>S</b>	<b>RISK SCORE</b>	<b>CONTROL MEASURES</b> Key Principles		<b>L</b>	<b>S</b>	<b>RISK SCORE</b>	<b>FURTHER MITIGATING ACTIONS</b>	<b>TARGET DATE</b>	
<b>1.0 Physical Building</b> (where possible, areas should be well ventilated)	4	4	<b>16</b>	A screen has been installed at the reception desk.  A hand sanitiser dispenser has been installed in the reception area.  Signage up – only 1 person allowed into the Reception area at any one time.		3	4	<b>12</b>	All normal Health Safety and Welfare processes and procedures must be respected. Staff and students must also be attentive of changes to requirements or amendments in procedures given that hazards are increased at this time.  Increasing frequency of surface cleaning on the reception desk (Estates and Facilities, along with the individual). Do not share phones or radios during a shift. Wipe/spray down at the start and end of shift.  Make sure as many phone numbers as possible are made available to students, thereby minimising their need to come to reception.  One-way system: can residents exit via the main gate's side gate, so as not to have to go back via the Reception area?  Should face coverings be made available to Residents on arrival/sanitiser pack on arrival?  In respect of all aspects of this Risk Assessment:	N/A  Completed  Completed  1/8/20  21/8/20	
1.1 Reception				Expecting individuals to use back-to-back or side-to-side working (rather than face-to-face) whenever possible. Two workstations are in place in the Horton Halls reception area. One at the front desk, and one in the rear office, as opposed to side to side working. When passing each other consideration must be given to moving out of each other's way (social distancing guidance).							

				<p>Reception/security staff ONLY to complete visitor logs and ask to see ID - avoid touching/sharing pens etc.</p> <p>Dropping off keys – drop and go service. A drop off and collection box has already been implemented in respect of the collection of belongings process.</p>				<p>It is essential to review the controls that have been put in place to make sure they are working. They should also be reviewed if:</p> <ul style="list-style-type: none"> <li>• they may no longer be effective.</li> <li>• there are changes in the workplace that could lead to new risks such as changes to: <ul style="list-style-type: none"> <li>○ staff.</li> <li>○ a process.</li> <li>○ the substances or equipment used.</li> </ul> </li> </ul> <p>Also consider a review if staff and/or students have spotted any problems or if there have been any accidents or near misses.</p>	
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.2 Post	2	4	8	<p>Staff will wear gloves when handling post and parcels.</p> <p>If students are self-isolating the halls administrator will deliver post to the flat entrance door, emailing the student in advance to inform them that this will be happening.</p> <p>A hand sanitiser is available to students in the reception area, in close vicinity to the mailboxes.</p>	1	4	4	Designate a spot for parcels to be placed in, allowing them to be untouched for a period after delivery.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.3 Communal Toilet	2	4	8	<p>Additional cleaning regime required, as part of the enhanced cleaning plan.</p> <p>The toilets are 2 individual rooms, so no need to apply any further social distancing measures.</p>	2	4	8		Completed

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.4 Lifts	2	4	8	<p>Lifts will only be used for going up.</p> <p>The lifts will be restricted to one Resident at a time (unless those using it are from one household i.e., they live together in the same cluster flat).</p> <p>Additional cleaning regime required, as part of the enhanced cleaning plan.</p> <p>Hand sanitisers have been placed in each of the lifts.</p>	1	4	4	<p>Investigate the possibility of the lifts operating one-way up and down. A process to limit people entering/exiting.</p> <p>Include information about this in the H&amp;S induction/communication plan.</p>	<p>21/8/20</p> <p>21/8/20</p>
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.5 Hallways	3	4	12	Additional cleaning of frequent touchpoints – door handles, rails etc	2	4	8	<p>Implement a keep-left system, where the building design allows for it.</p> <p>Include information about this in the H&amp;S induction/communication plan.</p> <p>Discourage hallway conversations.</p>	<p>21/8/20</p> <p>21/8/20</p>
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.6 Stairwells	3	4	12	Additional cleaning of frequent touchpoints – rails etc.	2	4	8	<p>Instigate a keep-left system, where the building design allows for it.</p> <p>Discourage stairwell conversations.</p>	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.7 Laundry	4	4	16	<p>There is a limit of one individual in a laundry room at any one time.</p> <p>Circuit already have an online system for notifying what machines are empty/in use, and</p>	2	4	8	<p>Circuit have advised that each institution should consider how they want to manage the laundry space due to COVID-19, they will not offer any advice in respect of this.</p> <p>Provide hand sanitiser/wipes/gloves to clean down any hard surfaces.</p>	<p>N/A</p> <p>21/8/20</p>

				<p>when the wash is finished. This will ensure that Residents only enter the laundry when required to do so.</p> <p>As part of our normal operation, all the washing machines are run on a 60-degree hot wash weekly, to ensure they run well.</p>				<p>Advise students to wipe down machines before and after use.</p> <p>Advise students to wash as much as they can at 60 degrees.</p> <p>Sanitising station with clear instructions.</p>	
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.8 Common Rooms	5	4	20	<p>Additional cleaning regime required, as part of the enhanced cleaning plan.</p> <p>Hand sanitiser dispensers have been installed in the main common room.</p>	3	4	12	<p>Restrict timings and maybe activities: do the pool table and table tennis table need to be removed/wiped down after each use?</p> <p>Remove furniture and agree a maximum capacity. Use hazard tape to block off certain seating or tables etc. Do we need to consider a booking system to use the space, when halls is at full occupancy?</p> <p>Provide hand sanitiser/wipes to clean down any hard surfaces.</p> <p>Sanitising station with clear instructions.</p> <p>Need to consider remote controls - advise students to wipe down these prior to use and afterwards.</p>	<p>21/8/20</p> <p>21/8/20</p> <p>21/8/20</p> <p>21/8/20</p> <p>21/8/20</p>
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.9 Bike Stores	2	4	8	<p>In general: be prepared for more bike use instead of students using TFL.</p> <p>The Licence Agreement dictates that bikes cannot be stored in bedrooms, so the bike stores are the only option for storage.</p>	2	4	8	<p>Limit the number of people using the store to one at a time.</p> <p>May see an increase in the uptake of electric scooters: will need to consider how these are managed. i.e. not in bedrooms, how will they be charged, PAT required etc.</p> <p>Ensure that all touch points in the bike stores are cleaned regularly.</p> <p>Ask that the resident use the same storage rack throughout their residency, to decrease the risk of cross infection.</p>	<p>Completed</p> <p>N/A</p> <p>Completed</p> <p>21/8/20</p>

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.10 Internal Courtyard	3	4	12	Reminders concerning social distancing rules i.e. stick with your own household only.  This is monitored by onsite staff.	2	4	8	Use hazard tape to reduce numbers on the courtyard benches, in phase 1 and phase 2 areas.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.11 Smoking Area	2	4	8	Ensure social distancing rules apply, especially when weather deteriorates.  This is monitored by onsite staff.	2	4	8		N/A
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.12 Offices	3	4	12	Follow the social distancing rules implemented across all SGUL offices. The management office allows for 2 individuals working apart. The reception area office allows for one individual to base themselves in there at a time, with the other person being situated on the reception desk.  Staff to continue to work from home where possible.  Sanitiser/towels provided for each of the office areas.	2	4	8		N/A
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
1.13 Office Kitchen	2	4	8	Follow the social distancing rules implemented across all the SGUL offices.	2	4	8		N/A

				Staff have been advised to bring pre-packaged meals, where possible.					
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
<p><b>2.0 Flats</b></p> <p>2.1 Bedrooms</p> <p>It is assumed that individual flats will be treated as household units.</p> <p>Students will be provided with a list of recommended product and information as to where these can be purchased.</p> <p>Hand sanitiser and relevant cleaning products <b>can</b> be provided per household unit not individual students or bedrooms if deemed</p>	3	4	12	Bedrooms will be deep cleaned in advance of all move ins.	3	4	12	<p>Provide hand sanitiser and the relevant cleaning materials on arrival.</p> <p>Provide advice on how to clean properly – provide a poster in the kitchen area.</p> <p>Include information about this in the H&amp;S induction/communication plan.</p> <p>C001 – C005 has been set aside as a flat that can be used by students who are self-isolating/confirmed cases of COVID-19.</p>	<p>21/8/20</p> <p>21/8/20</p> <p>21/8/20</p> <p>Completed</p>

sensible to do so.									
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
2.2. Bathrooms	2	4	8	Bathrooms will be deep cleaned in advance of all move ins.	2	4	8	Provide hand sanitiser and the relevant cleaning materials on arrival. Provide advice on how to clean properly.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
2.3 Flat Corridors	3	4	12	The cleaning teams will focus on cleaning touch points within the corridors.	2	4	8	Advise students which areas will require regular cleaning (e.g. door handles, flat access phones).	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
2.4 Kitchen	3	4	12	Advise students which areas will require regular cleaning (e.g. door handles, cupboard doors)	2	4	8	Advise students which areas will require regular cleaning (e.g. door handles, cupboard doors, touch points).	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
<b>3.0 Student Journey (Pre-Arrival)</b> 3.1 Allocations	3	4	12	Allocations have been opened to returning students from August – the number of these allowed to book has been restricted to 70.  F Block has been set aside for international students who are going to have to quarantine for 14 days on arrival. Some returning students are not subject to this requirement, as it is waived, due to them undertaking a healthcare course. The government's quarantine guidance will be kept under review, including excluding the air bridge countries from the requirement to quarantine.	3	4	12	Do we need to provide food packs for the first few days of arrival for those quarantining? Who will meet the cost of this?	21/8/20



				Flats are allocated by course to restrict the movement of students, this the normal allocation approach anyway. This is easier to do for new students, but less so for continuing students. The number of mixed course flats have been kept to a minimum, but it is impossible to do this for all course without having lots of half full/empty flats.					
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
3.2 Induction / Training	4	4	16		3	4	12	<p>Create a video about living safely in Halls and the policy as concerns COVID-19. To include travel, shopping, life in general and personal hygiene.</p> <p>Encourage students to declare any underlying health conditions relevant to COVID-19. The pre-screening risk assessment will assist with identifying any underlying health issues.</p> <p>Contact the relevant GP surgeries to agree as to how students can register.</p> <p>As part of induction find out how they are planning to arrive at SGUL.</p>	21/8/20  Completed
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
4.0 Student Journey (Move-In Weekend)  4.1 Welcome Packs	3	4	12		2	4	8	Offer only an online version – no paper copies distributed on arrival this year.	1/8/20

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
4.2 Arrivals	4	4	16		3	4	12	<p>Staggered arrivals over a course of 2 weeks in advance of the course start date. Each household must arrive on a set day, with only 1 person assisting i.e. in a similar vein to the collection of belongings.</p> <p>Restrict number of vehicles coming to site and advise that the number of items being brought on to site is kept to a minimum.</p> <p>Advise students that they can arrive early, but quarantine will not start until the designated date, after every member of the same household has arrived. If they arrive late they will need to book into a hotel to serve the quarantine period, before moving in to Halls.</p> <p>All students need to have completed quarantine by their course start date.</p> <p>Create as much of the paperwork to digital so students can sign up beforehand; no registry team member on site due to the staggered nature of arrivals.</p> <p>Need to ensure security are well trained in any changes to current processes.</p>	<p>21/8/20</p> <p>21/8/20</p> <p>1/8/20</p>
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
4.3 Parking	2	2	4	Much easier to manage than usual due to staggering of arrivals. Staggered bays to ensure distance is maintained for those unloading items.	1	4	4		N/A
OBJECTIVE	L	I	RISK SCORE	CONTROL MEASURES	L	I	RISK SCORE	FURTHER MITIGATING ACTIONS	TARGET DATE
4.4 Luggage Handling	4	4	16	Trolleys will be provided, and we will also provide sanitiser stations for cleaning the trolleys after use.	4	4	16	Need to first agree on the arrivals process, and the necessary actions will flow from this i.e. Harrow Green to assist with unloading – no requirement as the arrivals will be so staggered? PPE required by Harrow Green.	11/9/20

				A member of the cleaning team will be onsite throughout the day to ensure all touch points and trolleys are cleaned regularly.  Access into halls can be provided via the external gates/atrium, if so required.					
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
4.5 Parents / Guests	3	3	9	Parents/Guests are not allowed to stay over.	3	2	6	A maximum of one person can accompany each student.  Provide information about local hotels.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.0 Student Journey (Student Experience and Wellbeing)  5.1 Events	3	4	12		2	4	8	Digital where possible. If there are 'physical' events they will follow social distancing guidance.  Look into possibility of providing household-based events?	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.2. Online Community Programme	2	4	8		2	4	8	Creating a pre-arrival digital community online; particularly relevant for those who will need to quarantine?	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.3 Wellbeing Events	2	4	8		2	4	8	Group sessions – can be run face to face, or over zoom.	21/8/20

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.4 Welfare Checks	3	4	12	Regular check-ins with all students living in Halls, especially those self-isolating.  This system is already in place for those who need to remain at Halls during the lockdown and beyond, but this relates to low numbers. A different approach will be required for full occupancy.	3	4	12	Emergency welfare check – the room will need to be accessed. Health and Safety overrides all other concerns.	Immediate
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.5 Provide Essential Contacts to Residents	2	4	8	Provide the student with contact details of the Resident Advisors, Student Services, and Security, as well as relevant third-party organisations such as NHS, counselling etc. plus any government updates.  Refer students to the central SGUL COVID-19 web page.	2	4	8	Ensure co-ordination with SGUL's messaging.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.6 Incident Logs	4	4	16		3	4	12	Create a tracker to monitor COVID-19 related bullying incidents – share this with contractors.  It needs to be stressed to students that they follow social distancing guidelines – disciplining will be in line with the Licence Agreement's existing conditions. A Community Responsibility Agreement is also being considered.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
5.7 Student Meetings /	5	4	20		3	4	12	In the first instance look to host online - can virtual drop ins be facilitated? If this is deemed not appropriate can social distancing be maintained in face to face meetings.	21/8/20

Talks / Webinars								Schedule of talks at key points throughout the year: Need to focus on resilience and self-compassion	21/8/20
								Create a programme of talks with key departments across College: <ul style="list-style-type: none"> <li>• Money management talk at start of year by Financial Advice team</li> <li>• Careers</li> <li>• Disability</li> <li>• Health advice (sleep, nutrition, exercise, drugs, alcohol and sexual health)</li> </ul> Pre-arrival webinars with Accommodation and Student Recruitment. Halls based webinars with RA's, and the Student Experience team.	
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
<b>6.0 People</b>  6.1 Visitors  We will mitigate the anxiety of both students and staff returning to Halls through effective communication explaining what plans are in place to ensure everyone's continued safety.	3	4	12	Non-resident students and external visitors are allowed, subject to the latest Government guidance (4 <sup>th</sup> July 2020)  Signing in/out process- this is managed by the front of house team.	3	4	12	It's necessary to remind students of the risk of having visitors and the requirement to limit the amount of contacts one has.  Ban visitors when Halls is back to full occupancy?	21/8/20

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
6.2 SGUL Staff (Non-Halls Based)	2	4	8	Unless it is an emergency, non-Hall based SGUL staff will not be allowed access. Use digital solutions to overcome this.	2	4	8	Agree an authorisation process for access to Halls.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
6.3 Vulnerable Residents	5	4	20		5	4	20	Need to consider the monitoring, managing and support of this group in relation to COVID-19.	1/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
6.4 Contractors / Suppliers				Ensure they follow SGUL guidelines. Contractors should provide SGUL with their COVID-19 policies and procedures.				Need to consider work that is happening during term time.  RAMS need to reflect social distancing guidelines and prevent engagement with students. If this is not fully achievable, this needs to be minimised.  Create and maintain a tracker?  Contractors will need to wear appropriate PPE. Create a contractor's checklist for safe-working?	21/8/20  21/8/20  21/8/20  21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
<b>7.0 Health and Safety</b>  7.1 Pre-Opening Maintenance Works	3	4	12	Ensure all inspections, remediations and repairs are completed prior to student arrivals.  Arrange deep cleaning only after the maintenance has been completed.	3	4	12		N/A

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
7.2 Fire Evacuations / Fire Evacuation Practices	3	4	12	Students must evacuate the building and maintain social distancing. A separate muster point for those self-isolating / vulnerable residents has been identified.  Self-isolating students will have a PEEP and will need to evacuate the building.	3	4	12	Do security need to sweep the building, due to social distancing considerations?	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
7.3 Staff Training	3	4	12	Ensure that all relevant statutory training is up to date.  Training must be recorded.	3	4	12	Create and deliver training related to COVID-19.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
7.4 PPE & Cleaning Products	3	4	12		3	4	12	Work with suppliers and the SGUL procurement team to ensure that PPE and cleaning products are approved ones.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
7.5 First Aid	3	4	12		3	4	12	How do we deal with this? What advice do we give to first aiders? Health and Safety overrides all other concerns.	21/8/20
OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
7.6 Bedroom and Kitchen Inspections	3	4	12	An inspection regime is in in place already.	2	4	8	Do more regular checks – tighten policy, perhaps even weekly at the start of term and then ease off.	21/8/20

OBJECTIVE	L	S	RISK SCORE	CONTROL MEASURES	L	S	RISK SCORE	FURTHER MITIGATING ACTIONS	
<b>8.0 Dealing with a COVID-19 Incident</b>	5	4	20	There is an existing pandemic BCP plan for Halls.	4	4	16	Constant review of this considering changing government guidance.	Completed