

## Worlds End Productions London Covid-19 Risk Assessment

Issue/hazard and what can go wrong	People at risk	Risk before controls H/M/L	Control measures/mitigations to be implemented	Risk rating after controls H/M/L
<p>People with symptoms of Covid-19 creating potential for transmission from person to person</p>	<p>Staff, Students, Parents/Guardians, Visitors, Contractors</p>	<p>H</p>	<ul style="list-style-type: none"> <li>• Staff, children and parents/guardians are made aware they must not enter the education setting if they or any member of their household are displaying any symptoms of Covid-19.</li> <li>• If anyone becomes unwell in school with a new, continuous cough or a high temperature or a loss of the sense of taste and/or smell they are sent home and they are advised to follow the governments' staying at home guidance.</li> <li>• The arrangements for this are discussed in more detail in the section of this risk assessment called 'Someone develops Covid-19 symptoms whilst at school.'</li> </ul>	<p>L</p>
<p>Spread of infection</p>	<p>Symptoms: High temperature or fever, New continuous cough, loss of smell or taste</p>	<p>H</p>	<ul style="list-style-type: none"> <li>• Artistic Director has allocated areas of use for 'bubble' groups and staff, ensuring that all staff, students and parents/guardians and Premises Staff are made aware. Allocated areas are cleaned before and after use using household disinfectant paying particular attention to frequently touched areas and surfaces including bathrooms, stairwells, chairs, door handles.</li> </ul>	<p>L</p>
<p>The potential for transmission of virus droplets from surfaces to the hands and then to the face –</p> <p>Handwashing</p> <p>Essential visitors</p>		<p>H/M</p>	<ul style="list-style-type: none"> <li>• On arrival at school, all staff and pupils are required to wash their hands or apply hand sanitiser. Students are informed of the arrangements and handwashing methods, plus their role in infection control.</li> <li>• On arrival, students/staff/premises staff are required to apply hand sanitiser provided in reception.</li> </ul>	<p>L</p>





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<p>Provision of first aid and medication</p>	<p>Staff/Pupils</p>	<p>H</p>	<ul style="list-style-type: none"> <li>• First aiders have access to local handwashing facilities including soap and paper towels/sanitiser.</li> <li>• Disposable gloves are provided for first aiders</li> <li>• First aiders to wear a surgical mask when carrying out patient care particularly for those suspected or confirmed as Covid-19 cases.</li> <li>• Risk assess whether there is a need to use disposable eye protection (such as face visor or goggles) when there is an anticipated risk of contamination, with splashes, droplets of blood or body fluids.</li> <li>• Where possible, window is kept open to ensure good ventilation</li> <li>• Clean hands thoroughly with soap and water or alcohol sanitiser before putting on and after taking off PPE</li> </ul>	<p>L</p>
<p>Someone develops Covid-19 symptoms whilst at school</p>	<p>Staff/Pupils</p>	<p>M</p>	<ul style="list-style-type: none"> <li>• If anyone becomes unwell with a new continuous cough, loss of the sense of taste and/or smell or a high temperature they are sent home/their parents/guardians are contacted to collect them and they are advised to follow the 'Stay at Home' advice.</li> <li>• If a pupil is awaiting collection, they are moved to a room where they can be isolated behind a closed door</li> <li>• Where possible, a window is opened for ventilation</li> <li>• If the Pupil needs direct personal care until they can return home, a fluid resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.</li> <li>• If contact with the pupil is necessary, then disposable gloves and a face mask should be worn by the supervising adult.</li> <li>• If they need to go to the toilet while waiting to be collected, they use a separate toilet where possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else.</li> <li>• We will call 999 if they are seriously ill or injured or their life is at risk.</li> </ul>	<p>L</p>

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			<ul style="list-style-type: none"> <li>• Staff wash their hands thoroughly for at least 20 seconds after any contact with someone who is unwell.</li> <li>• Cleaning with normal household disinfectant after someone with symptoms has left reduces the risk of passing the infection on to other people.</li> <li>• Where a pupil or staff member tests positive for Coronavirus, the rest of the group should be sent home and advised to self-isolate for 14 days</li> </ul>	
Handling documents and parcels	Staff	M	<ul style="list-style-type: none"> <li>• After handling any item received, staff should wash hands for 20 seconds or where not possible use hand sanitizer.</li> <li>• Where possible, documents should be sent electronically and teacher keeps all scripts.</li> </ul>	L
Refreshments	Staff	M	<ul style="list-style-type: none"> <li>• Where possible staff should bring hot drinks in a personal flask and soft drinks/water in a personal bottle</li> </ul>	
Virus Spread through sharing of Film and TV equipment	Staff/students	M	<ul style="list-style-type: none"> <li>• During filming, each item of equipment assigned to one person for the duration of the session. (Camera clapper Board, boom pole, sound recorder, headphones) Equipment is sanitised before and after use.</li> </ul>	L
Virus Spread through Drama Activities	Staff/Students	M	<ul style="list-style-type: none"> <li>• Voice warm up, such as tongue twisters not permitted pending government guidelines.</li> <li>• Excessive high impact activities are not permitted, pending government guidelines.</li> <li>• Social distancing to apply at all times – avoid partner work, close contact activities which involve holding hands.</li> </ul>	L
Consultation with staff	Staff	L	<ul style="list-style-type: none"> <li>• Staff to be consulted to ensure that all thoughts and concerns are captured</li> <li>• All staff are encouraged to highlight any issues/concerns as they arise to the Artistic Director in the first instance.</li> </ul>	



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