

North York Moors National Park Education Service

<p>Generic Risk Assessment and Guidance for: School/group visits during COVID-19 pandemic. (page 1 of 8) This risk assessment covers all group activities taking place within The Moors National Park Centre at Danby, Sutton Bank National Park Centre, fieldwork sites, within school grounds and visits to other premises.</p> <p>Adult to pupil ratio: At least 1 adult to 10 pupils; more adults as appropriate for younger / less able pupils.</p> <p>Max group size per Activity Leader: 1 class, usually 30 pupils</p> <p>Provider: NYMNP Education Service</p> <p>Assessor / Reviewed by: Heather McNiff, Head of Education and Youth Engagement</p> <p>Last reviewed: 25th August 2021 Next review: Next update of government guidance</p> <p>Method for review: All hazards reviewed by: Monthly review (or as new guidance issued) / leader feedback / accident & near miss books</p>	<p>Limitations and Emergency Procedures</p> <p>Activity leaders to carry radios to aid quick contact with centre</p> <p>All education staff and most centre staff hold a valid, appropriate first aid qualification and first aid kits available at each location. Education Staff are DBS checked.</p> <p>Supervision of children during breaks between programmed activities is the responsibility of visiting teachers.</p> <p>Roles and responsibilities of National Park Leaders and visiting teachers are stated in our 'Pre-Visit Information' on our website at: http://www.northyorkmoors.org.uk/about-us/school-and-group-visits/essential-information</p>
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Risk rating scale where risk rating = likelihood x consequence			
Consequence Likelihood of hazard causing harm assuming precautions are taken	1 Minor Injury Incident can be dealt with on site and casualty is able to continue activity	2 Major Injury Casualty cannot continue activity	3 At least 1 fatality
1 Very unlikely	1	2	3
2 Occasional	2	4	6
3 Likely	3	6	9

Risk rating assuming precautions are taken:

1 = low risk

2 to 4 = medium risk

6 to 9 = high risk (unacceptable)
Omit activity or change to reduce risk before proceeding

Risk Assessment for school//group visits during COVID 19 pandemic. (Page 2 of 3)

HAZARD	POTENTIAL HARM	PEOPLE AT RISK	PRECAUTIONS	RISK RATING	NOTES AND ACTIONS
Illness whilst at work	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>NYMNPA Education Service staff who work with schools and groups are encouraged to undertake rapid testing twice a week whilst at home. Test kits provided by Head of Education and Youth Engagement.</p> <p>prior to arriving at work: If you have, or are showing symptoms of, coronavirus (COVID-19)</p> <ul style="list-style-type: none"> • a new continuous cough, • a high temperature, • or a loss of, or change in, your normal sense of taste or smell – anosmia, <p>you should not come to work</p> <p>If you have been contacted through the test and trace system and you been told to self-isolate then you should not come to work.</p> <p>Those contacts who are exempt from self-isolation from 16 August will still be advised to take a PCR test, but will not be required to self-isolate while they wait for the result. They will also be advised to consider the following precautions until 10 days after their most recent contact with the positive case:</p> <ul style="list-style-type: none"> • limiting close contact with people outside their household, especially in enclosed spaces • wearing a face covering in enclosed spaces and where they are unable to maintain social distancing 	(1 x 2) 2 MEDIUM	<p>Staff should follow the guidance for households with possible coronavirus infection</p> <p>Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply:</p> <p>they are fully vaccinated</p> <p>they are below the age of 18 years and 6 months</p> <p>they have taken part in or are currently part of an approved COVID-19 vaccine trial</p> <p>they are not able to get vaccinated for medical reasons</p> <p>Instead, they will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. We would encourage all individuals to take a PCR test if advised to do so.</p>

			<ul style="list-style-type: none"> limiting contact with anyone who is clinically extremely vulnerable taking part in regular lateral flow testing 		
Spread from school/group visitors and NYMNPA staff	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>Visits from schools/groups School/Group Visit lead will:</p> <ul style="list-style-type: none"> prior to arrival at our centres/ fieldwork site complete and sign a booking form to confirm that school staff will promote and monitor good personal hygiene and ensure social distancing is maintained where necessary Upon arrival confirm that everyone on the visit/activity is in good health and not showing any signs of Covid-19 Inform their National Park activity leader asap if anyone in their group becomes ill during the visit/activity. <p>Usually one NYMNPA Education Service staff member will be programmed to work with one school group each day, unless otherwise agreed e.g. where we visit schools.</p> <p>Hand sanitiser carried by activity leader throughout course of the day.</p>	(1x2) 2 MEDIUM	<p>Guidance docs for remaining hazards:</p> <p>Full school opening https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>Out of school settings https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak</p> <p>Educational visits https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits</p> <p>https://oeapng.info/downloads/download-info/4-4k-coronavirus/</p> <p>Contingency framework: education and childcare settings (publishing.service.gov.uk)</p>
Visits to schools: Spread from school/group and NYMNPA staff	COVID-19 Spread of virus, contracting virus	Group members, staff	<p>Visits to schools/groups</p> <p>Where activity takes place in schools/school grounds NP staff will follow the schools protocols.</p>		

Spread of virus through poor hygiene/lack of social distancing	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>NYMNPAs Education Service staff are instructed to follow good hygiene practices including:</p> <ul style="list-style-type: none"> • to clean their hands more often than usual • ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach <p>NYMNPAs Education Staff will:</p> <ul style="list-style-type: none"> • remind group members of the importance of good personal hygiene and • remind school staff of their obligation to report any illness immediately. 	(1 x 2) 2 MEDIUM	
Contact with others through being indoors and/or mixing with other groups	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>As much as possible activities will be planned to take place outside and any interaction with other schools limited wherever possible. In the event that inside working/lunch is required then a room for the sole use of one school will be provided.</p> <p>Where different groups require entry to the building and rooms then the following will be applied;</p> <ul style="list-style-type: none"> • Lecture theatre – entrance through the terraced garden and fire exit. • Studybase – entrance through the fire exit into the downstairs permanent exhibition space and up the stairs. <p>Both rooms are separated from the general public. Signs are displayed to prevent other centre staff from entering the rooms. Doors and or windows to be opened to aid ventilation.</p> <p>NYMNPAs Education staff to instruct group to use hand sanitiser</p>	(2 x 2) 4 MEDIUM	

			<p>on entrance to the building. Sanitiser available at multiple locations including allocated rooms.</p> <p>At the end of each day each room will be cleaned including surfaces being sanitised.</p>		
Use of activity equipment	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	Use of activity equipment is kept to a minimum. Prior to using equipment all participants are encouraged to wash or sanitise their hands.	(1 X 2) 2 MEDIUM	
Use of toilet facilities	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	Toilet facilities are open to public use. All toilet areas to be cleaned as per caretaker/cleaner inspection results. Usage for different school groups to be staggered. NYMNPA Education staff/caretakers have daily schedule to understand different school group movements on site. In addition an inspection will take place prior to school use and cleaned as appropriate – Education staff to radio caretaker to advise on timings.	(2 X 2) 4 MEDIUM	
If someone falls ill with suspected COVID 19	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>If anyone becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they should be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus (COVID-19) infection guidance.</p> <p>If a child is awaiting collection indoors, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with school staff supervision. Ideally, a window should be opened for ventilation. If it is not possible to isolate them or the provision is outside, you should move them to an area which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning</p>	(2X2) 4 MEDIUM	If you are contacted by NHS Test and Trace or your local health protection team and told to self-isolate because you have been a close contact of a positive case, you have a legal obligation to do so.

			<p>products and following the COVID-19: cleaning of non-healthcare settings guidance before being used by anyone else. Designated toilet is the outside disabled toilet which is thoroughly cleaned afterwards.</p> <p>Maintain a distance of 2 metres at all times.</p> <p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>If a member of staff has helped someone with symptoms, they do not need to go home unless they are told to isolate by Test and Trace.</p> <p>Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned after they have left, to reduce the risk of passing the infection on to other people. See the guidance on the cleaning of non-healthcare settings.</p>		
Response to any infection	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>If an infection is confirmed within our setting then we will</p> <ul style="list-style-type: none"> engage with the NHS Test and Trace process manage confirmed cases of coronavirus (COVID-19) contain any outbreak by following local health protection team advice 	(2 x 2) 4 MEDIUM	

Delivering first aid - Guidance for first aiders	COVID-19 Spread of virus, contracting virus	Group members, staff and visitors	<p>Guidance for first aiders</p> <p>Although the UK Government has now removed social distancing in most workplace situations, first aiders should still consider the precautions set out in this guidance to reduce the risk of COVID-19 infection.</p> <p>Try to assist at a safe distance from the casualty as much as you can. Minimise the time you share a breathing zone.</p> <p>Although treating the casualty properly should be your first concern, you can tell them to do things for you if they are capable.</p> <p>Remember the 3P model – preserve life, prevent worsening, promote recovery.</p> <p>Preserve life: CPR</p> <p>Call 999 immediately – tell the call handler if the patient has any COVID-19 symptoms.</p> <p>Ask for help. If a portable defibrillator is available, ask for it.</p> <p>Before starting CPR, use a cloth or towel to cover the patient's mouth and nose. This should minimise the risk of transmission while still permitting breathing to restart following successful resuscitation.</p> <p>If available, you should use:</p> <ul style="list-style-type: none"> a fluid-repellent surgical mask disposable gloves eye protection apron or other suitable covering <p>Only deliver CPR by chest compressions and use a defibrillator (if available) – don't do rescue breaths.</p>	(2X2) 4 MEDIUM	First aid advice from https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm#non-healthcare
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