

Sharing of Equipment in Lessons COVID-19 Return Risk Assessment

Area of Concern	Risk	Risk Level Before Controls <i>Low = 1-2</i> <i>Medium = 3-4</i> <i>High = 6+</i>	Control Measures	Risk Level After Controls <i>Low = 1-2</i> <i>Medium = 3-4</i> <i>High = 6+</i>	Additional Actions/Resources Required	Links to Relevant Policies or Government Advice	Responsibility	Control Measures in Place?
Sharing of Equipment	Transfer of virus on equipment that is shared between multiple individuals in periods of time shorter than 72 hours	6	<p>Safe Schemes of Work prepared for individual activities which conform with findings of this risk assessment.</p> <p>Where sufficient materials are available distribute equipment to an individual students to use.</p> <p>All materials/consumables to be prepared by designated member of staff.</p> <p>Where possible materials left for 72 hours before being redistributed to another individual.</p>	1			HoS, Teachers, Technician	
Cleaning	Transfer of virus between staff and students on shared equipment	6	<p>Staff member responsible for cleaning and distribution of equipment identified.</p> <p>Items of equipment with hard surfaces cleaned prior to distribution and on return before storage.</p> <p>Fixed machines cleaned before and after use by students with disinfectant wipes.</p> <p>Encourage good hand hygiene practices from staff and students. Provide hand sanitiser.</p>	2	<p>Cleaning products, Disposable Gloves, Disposable Apron, Disinfectant wipes, refuse bags</p> <p>Monitoring by designated staff member</p> <p>Hands washed before and after handling equipment, avoid touching eyes, nose or mouth.</p>		HoS, Teachers, Technician	
	Transfer of virus on textiles or other materials which cannot be thoroughly cleaned	6	<p>Single staff member responsible for preparation of materials.</p> <p>Where possible leave 72 hours before distribution to students</p>	2	<p>Gloves and face mask worn by staff member when preparing materials to minimise risk of transfer.</p>		Teachers, Technician	
Monitoring Use/Adhere	Staff/Students forgetting to follow rules (novelty or	6	<p>Clear instruction given to individuals before used shared items of</p>	1	<p>Staff member assigned to monitor use of</p>		Teachers,	

nce to SSoW	absentmindedness)		equipment. Signage placed to remind users of procedure.		equipment and ensure SSoW are adhered to.		Technician	
Social Distancing		6	Place equipment on desks for students to use prior to entry into room. Designated table for collection of additional materials following request to designated staff member. Measure 2m social distancing between fixed machines/work stations. Students only permitted to use designated machine/work station.	2	Staff members to control movement of students around room to collect additional equipment. Students require permission to leave seat.		Teachers, Technician	

Signed (Health and Safety Manager)



Date 8/12/20