

Sylvia Young Ltd

1 Nutford Place, London, W1H 5YZ

Location: School building

Title : Covid-19 Good Practice September 2022	Date of Assessment : 04/04/2022	Risk Assessor : Maggie Melville
Risk Assessment Reference : 59	People involved in making this assessment : Steve Bell, Maggie Melville, Frances Chave, Steven Baker, Sylvia Young, Alison Ruffelle, Mike Shelton (Director)	
Task/ Process : Update 'Living with Covid-19' Government advice. We remain flexible to change. Measures in place to mitigate risk of Covid-19 infection	People at Risk : Employees, Contractors, Members of the Public, Students	

Hazard : Infection A person could contract Covid-19.
Control Measures:
1. Supply suitable PPE for staff where necessary.
2. There are 52 automatic hand sanitisers positioned around the building. There are also hand sanitisers outside the building.
3. The building will be cleaned every evening out of hours.
4. We have liaised with our catering contractor to check arrangements for infection control.
5. Reception staff to sign visitors in and out.
6. All relevant risk assessments and policies have been reviewed to take into account coronavirus infection risk. Policies are available on the website.
7. Although most coronavirus infection measure are no longer required, we continue to follow government guidelines and could reinstate where necessary.
8. To regularly review working practices at least on a half termly basis and more often as required.
9. Where it may still be possible to work from home for some staff, to give this consideration on a case by case basis.
10. Put information notices around the building at strategic points for example, at the front door and at reception to remind our school community about remaining vigilant.
11. Regular building maintenance checks.
12. Personal risk assessments for vulnerable staff and students are in place as necessary.
13. Perspex protection in the IT rooms, in front of pianos in singing rooms and in front of the canteen counters or where a more vulnerable staff member requires protection.
14. All members of the school community may continue to wear masks and/or face shields if they choose. Teachers may ask students to wear masks in class. Students are asked to have a mask with them at all times for this purpose.
15. This Risk Assessment is available on the website
16. Air conditioning has been risk assessed independently and meets current government requirements. Confirmed as acceptable for use by Elite 02/03/2021. There are windows on the third and fourth floors and in the offices which should be kept open to provide outside air. Agreed by Peninsula.
17. Staff will teach in a way that allows them to feel safe, including teaching from the front of the room in a defined area for example.
18. To have an understanding that although we cannot eliminate the risk of infection from coronavirus entirely, we can work together as a community by following all guidelines and abiding by the advice given in this risk assessment

19. To be prepared to reinstate control measures if necessary and in line with government guidance should the need arise.

Documents Associated with this Risk Assessment:	
Review Date : 01/09/2023	Reviewer : Maggie Melville