



CLEANING RISK ASSESSMENT

EMPLOYER	Our Lady of Grace Catholic Academy Trust
LOCATION	St Antony's Catholic Primary
ACTIVITY	Cleaning During: COVID 19
DATE INITIATED TO BE REVIEWED	May 2020 September 2020/Spring 2021
COMPLETED BY	Angela Moore & SLT
SIGNATURE	
ROLE	Head & Senior Leadership Team

Likelihood	5	M	M	H	H	H
	4	M	M	M	H	H
	3	L	M	M	M	H
	2	L	L	M	M	M
	1	L	L	L	M	M
	0	1	2	3	4	5

Severity

Long Term Controls For Generic Risk Assessments

Risk assessments reviewed annually/as needed by Governors & SLT
All staff to sign to acknowledge that they have read risk assessments
Risk assessments overview included as part of staff induction/review
Staff to report any health and safety issues in line with school procedures
Staff to highlight new equipment/activities that require assessment
Individual risk assessments reviewed following accident/incident
All accidents to be reported and accident forms completed
Over 40 qualified First Aiders
9 qualified Paediatric First Aiders

Key to Matrix	
Severity	Likelihood of harm
1. Negligible	1. Very low/improbable
2. Minor Injury	2. Low/possible/remote
3. Major Injury	3. Medium/occasional
4. Single Death	4. High/frequent/probable
5. Multiple Death	5. Very high/certainty

**GENERIC RISK ASSESSMENT – CLEANING COVID 19**

<b>Hazard Description</b>	<b>Persons Affected/ Who is at risk</b>	<b>Risk Consequence (resulting harm)</b>	<b>Risk Rating Severity x Likelihood</b>	<b>Control Measures</b>	<b>Reduced risk rating Severity x Likelihood</b>	<b>Risk Rating L,M,H</b>
<p><b>5 Risk of inadequate numbers of cleaning staff available to adequately effect preparations for re-opening parts or the whole of school leading to possible rise in infection rates or other risks e.g. lack of ability to conduct robust cleaning</b></p>	<p><b>Cleaning staff, Colleagues, Children, Visitors</b></p>	<p><b>Rise in Infection rates/respiratory issues/death</b></p>	<p><b>5 x 4 = 20</b></p>	<p><b>Conduct regular Cleaning Staff surveys to determine availability. Ensure cleaning staff are aware of all procedures and risk assessments</b></p> <p><b>Robust cleaning regimes in place using specialist cleaning materials</b></p> <p><b>Cleaning schedules displayed and monitored</b></p> <p><b>Supplies monitored to ensure no shortages</b></p>	<p><b>3 x 1 = 3</b></p>	<p><b>L</b></p>

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<b>Hazard Description</b>	<b>Persons Affected/ Who is at risk</b>	<b>Risk Consequence (Resulting Harm)</b>	<b>Risk Rating Severity x Likelihood</b>	<b>Control Measures To Mitigate Risks</b>	<b>Reduced risk rating Severity x Likelihood</b>	<b>Risk Rating L,M,H</b>
1. <b>Exposure to COVID 19</b>	Cleaning staff, Teaching and Admin Staff, Children and Visitors	Infection Respiratory Difficulties Death	<b>5 x 4 = 20</b>	<p>Agree and effect changes to cleaning staff's timetabling and schedules to meet increased cleaning demands during period of operation under COVID-19-share with Governors &amp; SLT.</p> <p>Increase and enhance cleaning protocols using certified COVID effective mitigating materials inclusive of :</p> <p><b>Sanitizer with 60-75% alcohol content</b></p> <p><b>Sanctioned detergents, bleach based cleaners, soaps &amp; disinfectants</b></p> <p><b>Provision, use and application of relevant PPE by cleaning and all staff</b></p> <p>Ensure effective cleaning of classrooms and communal areas at least 4X per day.</p> <p>Increase cleaning of frequently touched surfaces and areas at least 4Xper day</p> <p>Place adequate supplies of tissues in all rooms</p> <p>Ensure cleaning of play, outdoor and classroom equipment between groups</p> <p>Ensure lunch tables cleaned between groups</p> <p>Remove unnecessary items from learning environments inclusive of soft furnishings, soft toys and those hard to clean resources.</p> <p>Entrench regular checks on quality of cleaning via cleaning sheets- carried out by SBM/H&amp;S Lead supervised by designated SLT (JB) on site each day.</p>	<b>4 x 2= 8</b>	<b>M</b>

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Hazard Description	Persons Affected/ Who is at risk	Risk Consequence (resulting harm)	Risk Rating Severity x Likelihood	Control Measures	Reduced risk rating Severity x Likelihood	Risk Rating L,M,H
2. The Spread of COVID 19 Virus	Cleaning staff, Teaching and Admin Staff, Children and Visitors	Infection Respiratory Difficulties Death	5 x 4 = 20	<p><b>Secure and provide relevant, appropriate PPE in adequate supply to all staff as needed.</b></p> <p>Use of disposable gloves, aprons, masks /Shields /visors as needed for staff conducting intimate care and all activities (first aid) that may result in contamination of clothing with blood, bodily fluids and excrement.</p> <p>Additional PPE including face masks &amp; face visors available for those working with children/staff in isolation if there is a suspected case in school.</p> <p>Disposable gloves &amp; aprons used to conduct first aid and intimate care are 'double bagged' &amp; disposed of after a single use in specified 'COVID'/medical labelled waste bins.</p> <p>Scheduling regular collections for intimate care/ clinical waste as needed via PHS.</p> <p>Adequate provision for hand washing (soap, hot/warm water) is readily available to all.</p>	4 x 2 = 8	M

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<p>3. <b>Waste Disposal</b></p>	<p><b>Cleaning staff, Teaching and Admin Staff, Children and Visitors</b></p>	<p><b>Infection Respiratory Difficulties Death</b></p>	<p><b>3 x 3 = 9</b></p>	<p>Ensure potential hazardous waste, such as vomit &amp; bodily fluids are disposed of correctly &amp; contaminated surfaces properly cleaned and disinfected.</p> <p>Place hazardous waste/disposable PPE in a suitable and secure place and mark them for storage.</p> <p>Wait until the person's coronavirus test results are known before taking waste out of storage</p> <p>If the individual tests negative, put the bags in with the normal waste</p> <p>If the individual tests positive store waste in a secure area for at least 72 hours before putting in with the normal waste</p>	<p><b>3 x 1 = 3</b></p>	<p><b>L</b></p>
<p><b>Hazard Description</b></p>	<p><b>Persons Affected/ Who is at risk</b></p>	<p><b>Risk Consequence (resulting harm)</b></p>	<p><b>Risk Rating Severity x Likelihood</b></p>	<p><b>Control Measures</b></p>	<p><b>Reduced risk rating Severity x Likelihood</b></p>	<p><b>Risk Rating L,M,H</b></p>
<p>4. <b>Use of cleaning chemicals/detergents</b></p>	<p><b>Cleaning staff, Colleagues, Children, Visitors</b></p>	<p><b>Irritation / harm to eyes, nose and upper respiratory tract Skin sensitisation / disorders</b></p>	<p><b>3 x 3 = 9</b></p>	<p>Less hazardous chemicals used wherever possible.</p> <p>Material Safety Data Sheet for substances obtained from supplier and guidance followed.</p> <p>COSHH Assessment completed for all hazardous chemicals and control measures implemented.</p> <p>Appropriate Personal Protective Equipment (e.g. gloves, goggles)</p>	<p><b>3 x 1 = 3</b></p>	<p><b>L</b></p>

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				<p>etc.) provided and worn where identified in a COSHH assessment.</p> <p>Chemicals stored appropriately and access restricted when in use. Cleaning Activities undertaken outside of school hours where possible.</p> <p>All spillages are cleaned immediately. All containers are clearlylabelled.</p> <p>Labels must be read before using potentially harmful substances.</p> <p>COSHH training for premises staff</p>		
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**This Document Will Be Reviewed In Line With The Following School Policies and or Risk Assessments as needed throughout the pandemic.**

<b>Health and Safety</b>	<b>Safeguarding</b>
<b>Critical Incidents &amp; Business Continuity</b>	<b>Early Help and Child Protection</b>
<b>First Aid and Supporting Pupils with Medical Conditions</b>	<b>Staff Code of Conduct including confidentiality</b>
<b>COVID School Routine</b>	