**Covid -19 Risk Assessment –** Executive Announcement on Further Restrictions

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| **Assessed by:** | Kyle Leckey | **Task** | Essential Face to Face Delivery |
| **Location:** | All Sites | **Personnel:** | NRC Staff & Students |
| **Date:** | Friday 8th January | **Reference:** | COVID/Jan21 (See Return to College Opening Risk Assessment for Full Summary) |

**Introduction**

This risk assessment will assist with setting out a range of protective measures to control contraction of the coronavirus via persons, objects or surfaces

in light of the new highly transmissible strain of Covid-19. In order to safeguard the health and well- being of all, it will now be **mandatory** for all learners, staff, and visitors to wear face coverings **at all times whilst on campus**, unless they have a medical exemption. The college will deliver distance learning to the maximum extent possible.  Only **essential face-to-face learning** will take place when it is a necessary and unavoidable part of the course. Learners and staff will be permitted on-site to undertake assessments and examinations.

**Summary of Additional Protective Measures (Review Mid-Term Break Feb 21)**

* Only essential face-to-face learning when it is a necessary and unavoidable part of the course
* Mandatory for all learners, staff, and visitors to wear face coverings at all times whilst on campus, unless they have a medical exemption

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| **Severity**  **Likelihood** | Trivial  (1)  Cut/Nip | Minor  (2)  First Aid | Lost Time (3)  A&E | Major (4)  Hospital Stay | Fatality (5)  Fatal |
| Remote (1) - Not likely to happen | 1 | 2 | 3 | 4 | 5 |
| Unlikely (2) – Unlikely harm will occur | 2 | 4 | 6 | 8 | 10 |
| Possible (3) - Possible harm will occur | 3 | 6 | 9 | 12 | 15 |
| Likely (4) - Likely harm will occur | 4 | 8 | 12 | 16 | 20 |
| Very Likely (5) – Very likely harm will occur | 5 | 10 | 15 | 20 | 25 |

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| Low Risk 1-4 | Medium Risk 5-9 | High Risk 10-25 |
| Low risk is largely acceptable but subject to periodic review or when significant change to processes. | Medium risk should only be tolerated for the short term whilst further control measures to mitigate the risk are being planned and introduced. | High risk activities should cease immediately until further control measures to mitigate the risk are introduced. |

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| **Identified Hazard** | **Who may be affected** | **Control Measures in Place** | **Additional Controls** | **Risk** | **Action** | **Completion Date** |
| **Coronavirus** Risk of contraction via persons, objects or surfaces in light of the new highly transmissible strain of Covid-19. | Staff, Students & Visitors | **Covid Awareness/Compliance**   * Only essential face-to-face learning as per NI Executive restrictions and guidance * Mandatory for all learners, staff, and visitors to wear face coverings at all times whilst on campus, unless they have a medical exemption (reusable & disposable coverings available from reception) * Covid awareness training provided to NRC staff & students * Visitor assurance statement to be completed for all visitors required to be on-site i.e. service agreements | * All occupants to follow Covid measures identified within this risk assessment in light of the new highly transmissible strain of Covid-19 | 1x5=5  Medium | All Occupants | On-going good practice |
| **Sanitisation**   * Sanitisation stations & associated signage provided at entrance points and throughout the college * Regular touch point cleaning in place * Sanitiser & wipes provided in all rooms | * Please ensure hand sanitisation on entering and exiting the college * Please wipe down shared surfaces when finished including keyboards/mouse | 1x5=5  Medium | All Occupants | On-going good practice |
| **Social Distancing**   * Site occupancy significantly reduced   regarding current strain &  NI Executive restrictions   * Room configuration in place to ensure compliance with 2m social distancing | * Maintain 2m social distancing at all times. This includes occupancy of corridors, public areas, classroom/workshops. | 1x5=5  Medium | All Occupants | On-going good practice |
| **Ventilation**   * Selected windows & corridor doors opened to promote natural air circulation during occupancy | * No further action |  | N/A | N/A |
|  |  | **Communication**   * Risk assessment will be available for download on the staff intranet * Notifications on new restrictions issued via email, staff intranet coronavirus page, social media outlets & canvas | * No further action |  | N/A | N/A |
| **Shared Items/Contact Points**   * Corridor doors opened to reduce contact points * Sharing of items prevented where reasonably possible | * Please ensure good hand sanitisation practices at all times | 1x5=5  Medium | All Occupants | On-going good practice |
| **PPE**   * Mandatory for all learners, staff, and visitors to wear face coverings at all times whilst on campus, unless they have a medical exemption (reusable & disposable coverings available from reception) | * All occupants to follow Covid measures identified within this risk assessment in light of the new highly transmissible strain of Covid-19 | 1x5=5  Medium | All Occupants | On-going good practice |