

Hazard (Who, What, How)	Safety control measures	Severity of occurrence (with current control measures)	Likelihood of occurrence (with current control measures)	Risk Rating (Severity x Likelihood)	Additional safety control measures to reduce risk rating lower if required	New risk rating (severity x Likelihood)	Residual Risk classification after additional measures
<p>If a day pupil contracts a contagious disease, or has reason to believe they may have, then there is a risk of onward transmission to other pupils and staff.</p>	<p>Parents must advise the Head of Boarding, School Nurse or Director of Pastoral Care immediately.</p> <p>Self-isolation at home following current government guidelines for exclusion period (see link below) Remote learning provision to be put in place providing pupil is well enough.</p> <p>Deep clean of pupil's classrooms, communal areas including toilets and Dining Room.</p> <p>Contact tracing to identify close contacts of pupil. Advise daily LFD testing for 10 days. For close contacts, recommend PCR.</p>	<p>5</p>	<p>3</p>	<p>15</p>			<p>AMBER</p>
<p>If a boarding pupil contracts a contagious disease then there is a risk of onward transmission to other pupils and staff.</p>	<p>Disinfection of clothes and belongings for certain illnesses (e.g. Diphtheria or Scarletina)</p> <p>Isolate single pupil by either moving to duty room in Harris House, or by putting in a single en-suite room in Music House.</p>	<p>5</p>	<p>3</p>	<p>15</p>	<p>Follow PHE guidance and invoke temporary exclusion of any pupil returning from affected region for recommended exclusion period.</p>		<p>AMBER</p>

	Contact Guardian(s) to arrange for pupil to be isolated away from school.						
If a member of non-residential staff contracts a contagious disease then there is a risk of onward transmission to pupils and staff.	<p>Staff member must advise their Line Manager or School Nurse immediately. Line Manager to inform Director of Pastoral Care and HR immediately.</p> <p>Self-isolation at home. Follow Government guidelines for exclusion period (see link below)Where staff member is well enough, they should continue to work where practicable.</p> <p>Deep clean of staff member's desk/office/classroom, communal areas and toilets.</p> <p>Disinfection of clothes and belongings for certain illnesses (e.g. Diphtheria or Scarletina)</p> <p>Contact tracing to identify close contacts of staff member!. Advise daily LFD testing for 10 days. For close contacts, recommend PCR.</p> <p>*If catering staff are affected, urgent deep clean required of full kitchen facilities. May necessitate temporary suspension of catering provision or alteration to arrangements.</p>	4	3	12			AMBER

<p>If a member of residential staff contracts a contagious disease then there is a risk of onward transmission to pupils and other staff.</p>	<p>Staff member must advise the Head of Boarding, Director of Pastoral Care and School Nurse immediately. Director of Pastoral Care to inform HR.</p> <p>Self-isolation either at home (if they have another residence) or in own school accommodation. If well enough, staff to work remotely.</p> <p>Deep clean of staff member's desk/office/classroom, communal areas and toilets.</p> <p>Contact tracing to identify close contacts of residential staff. Advise daily LFD testing for 10 days. For close contacts, recommend PCR.</p>						
<p>If a potential new pupil visiting on a 3-day stay has already contracted a contagious diseases when they visit there is a risk of onward transmission to pupils and staff.</p>	<p>Postpone 3-day stays whilst any outbreak is ongoing.</p>	5	2	10			GREEN
<p><i>All or any of the above</i></p>	<p>Publicising clear respiratory hygiene measures within the School such as regular handwashing and 'Catch It, Bin It, Kill it' type messages.</p> <p>Encourage take up of recommended UK immunisation schedule e.g. seasonal influenza vaccination, measles/rubella etc. amongst pupils and staff</p>				<p>Temporary closure of the School if advised by PHE Centre Health Protection Team (or Outbreak Control Team)</p>		

	<p>Inform staff, parents & guardians of any incidents of infectious diseases. Provide suitable guidance. Depending on number of cases, review contingency framework document for detailed next steps.</p> <p>Increase cleaning regime ensuring cleaning staff are provided with suitable PPE including clothing, gloves etc.</p> <p>Follow PHE Exclusion Tables depending on disease https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/789369/Exclusion_table.pdf</p> <p>Report to PHE Local HPT any suspected outbreak. Follow advice given.</p> <p>Non-essential staff to work remotely where possible.</p>						
<p>If a member of the public visits the school carrying a contagious disease then there is a risk of onward transmission to pupils, staff or other visitors.</p>	<p>Either individual or Local PHT advise school of potential issue. Follow Local PHT advice.</p> <p>Consider who the individual may have had contact with. Consider potential for infection / transmission based on disease profile.</p> <p>Identify close contacts within school community and facilitate</p>						

	testing for those contacts (LFD or other dependent on disease) if disease is confirmed.						
--	---	--	--	--	--	--	--

Diseases

The following diseases have been considered when writing this risk assessment : Tuberculosis, SARS, Covid-19, Influenza, Measles, Rubella, Meningococcal disease, Diphtheria, Ebola haemorrhagic fever, Whooping Cough (also known as Pertussis), Hepatitis and Lassa Fever.

Base Parameters

The above risk assessment is based on the following assumptions:-

- Boarding Pupils – between 50 and 80
- Day Pupils – between 0 and 20
- No pupils or staff with physical impairments

Definitions (as defined in PHE document “Investigation and management of outbreaks of influenza-like illness in schools – Guidance for PHE Centre Health Protection Teams” Version 3.0 September 2019)

“Outbreak” is defined as : the occurrence of 2 or more cases of ILI (influenza-like illness) and/or confirmed cases, with a shared exposure such as attending the same school group (such as a class group), with onset dates within a single 7-day period and with epidemiological evidence of transmission within the school.

“Epidemiological evidence of transmission within the school” includes both cases having attended the school on at least one of the 3 days before onset in the absence of a known, alternative source of infection (e.g. a household member reported to have an influenza-like illness)

“End of outbreak” is defined as : a single 7-day period following symptom onset of the last outbreak case during which there are no new cases and/or confirmed cases within the same school group.

Risk Assessment reviews:	
Written by: Alison Packman – Compliance Officer - 11/02/2020 Rev 01 – Alison Packman	Reviewed & Approved by: Senior Leadership Team – 24/02/2020

Risk rating outcomes:

Severity of occurrence	
Multiple Fatalities / £1m+/Permanent School closure or extended period of closure in term-time (more than 1 week) / catastrophic reputational damage	6
Single Fatality / £500,000+/ Temporary School closure in term time (less than 1 week) / serious reputational damage	5
Major injury or multiple moderate injuries (e.g. loss of senses/loss of limb/severe burns etc.) / £100,000+/ disruption to normal school activity / significant reputational damage	4
Moderate injury (e.g. broken bones, non-permanent scarring etc/ £10,000+/ major disruption to individual's School timetable / short-term reputational damage or localised serious reputational damage	3
Minor injury (e.g. cut requiring stitches, severe bruising etc) / £1,000+/minor disruption to individual's School timetable / little reputational damage	2
Insignificant injury (e.g. minor cuts and bruises etc.)/ up to £1,000 / little or no disruption to individual's School timetable / no reputational damage	1

Likelihood of occurrence	
Almost certain	5
Very likely	4
Possible	3
Unlikely	2
Rare	1

1 – 5	No additional controls required, monitor the activity/location to ensure that the safety control measures are maintained
6 – 12	Monitoring is required to ensure that the safety control measures are maintained. Consideration may be given to any further control measures that are cost effective or no additional cost burden.
13 – 16	Efforts should be made to reduce the risk rating further, however the costs of prevention should be carefully measured and justified
17 – 30	Activities should not be started or continued until the risk has been reduced to a level that is as low as is reasonably practicable, seek further competent advice.

RISK RATING Severity of occurrence	Likelihood				
	5	4	3	2	1
6	30	24	18	12	6
5	25	20	15	10	5
4	20	16	12	8	4
3	15	12	9	6	3
2	10	8	6	4	2

Risk Assessment Number : 0012 (Rev 01)
Risk Assessment Title : Outbreak of contagious disease

Date Risk Assessment carried out: **29/11/2021**
Date of Next Review : **As required**

I	5	4	3	2	I
---	---	---	---	---	---