

## Updated Risk Assessments to minimise the risk of being exposed to Covid-19

The process involved consultation with all school staff.

### Methodology used for hazard identification and control

In line with the requirements of Safety, Health and Welfare at Work Act 2005 (section 19) it is the policy of the BoM in St Eunan's NS to address significant hazards and risks in the workplace, to assess the risks to safety, health and welfare and to control these risks as far as is reasonably practicable.

The Board is committed to the ongoing identification of hazards, the assessment of the appropriate risks and the introduction of controls to deal with them. In addition, staff are involved and participate in safety, health and welfare issues within the school and are encouraged to identify and report any potential hazards that may exist and to ensure that a risk assessment is carried out.

This revised Risk Assessment includes all relevant updates and necessary control measures to minimise the risk of staff and others being exposed to Covid-19 and these will be incorporated into the Safety Statement for St. Eunan's NS in line with requirements of section 20 of the 2005 Act.

It is envisaged that additional reviews will be undertaken on a regular basis and in line with Government and public health advice to ensure that all information remains accurate, that controls are appropriate and where necessary risks are reassessed.

A hazard is anything with the potential to cause harm to the safety, health or welfare of staff, students, visitors and contractors – a wet or slippery floor, an unguarded machine, stressful work, a blocked entrance, hazardous chemicals etc. Hazards may be classified as physical, chemical, biological, environmental or human.

A risk is the likelihood that someone will be harmed by a hazard and the severity of that harm.

### Control measures:

A control measure is an applied measure that reduces the level of risk. Control measures can be applied at the planning stage, can comprise physical measures, can be management issues and can include training. Good control measures will require a combination of some or all of these.

**Control measure principles:**

Schedule 3 of the Safety, Health and Welfare at Work Act 2005 lists the Principles of Prevention and the Board of Management undertakes to apply these principles (where practicable) in dealing with all risks within the school:

- Avoidance of risks
- Evaluation of unavoidable risks
- Combating of risks at source
- Adaptation of work to the individual
- Adaptation of workplace to technical progress
- Replacement of dangerous articles, substances or systems of work by safe or less dangerous articles, substances or systems of work
- Priority to collective protective measures over individual protective measures
- Development of an adequate prevention policy which takes account of technology, organisation of work, working conditions, social factors and the influence of factors relating to the working environment
- Appropriate training and instructions to employees.

When the safety audit identifies hazards, it is necessary to evaluate and rank them so that they can be controlled in an orderly way. The risk of a hazard is a measure of the likelihood or probability of an accident coupled with the severity of the injury or loss. The risk potential of each hazard was assessed (by ranking) by giving numerical values of between 1 and 5 to both the severity of the consequences and the probability of the event occurring. When the severity numerical factor and the probability numerical factor were multiplied together, they produced a number between 1 and 25 thereby producing the numerical values outlined in **risk rating** chart below.

$$\text{Severity} \times \text{Probability} = \text{Risk Rating}$$

## Severity

Severity Rating	Interpretation	Numerical Value
Fatality or Catastrophic	Single or multiple fatalities, widespread illness, large scale property or equipment damage	5
Major	Serious injury or illness, significant property or equipment damage	4
Moderate	Injury and damage to property	3
Minor	Minor injury or illness, minor property or equipment damage	2
Trivial	No significant injury or illness, no significant property or equipment damage	1

## Probability/Likelihood

Probability Rating	Interpretation	Numerical Value
Inevitable	Likely to occur either immediately or in the short term	5
Very Likely	Could occur in time or if repeated enough	4
Likely	Likely to occur	3
Unlikely	Though unlikely, may occur over time	2
Rare	Unlikely to occur at all	1

## Risk Rating

Numerical Value Severity x Probability	Descriptive risk rating	Interpretation
16 – 25	<p style="text-align: center;"><b>Emergency – Extremely serious</b></p> <p>If an incident were to occur, it would be likely that a permanent, debilitating injury or death would result</p>	<p>Risks are unacceptable and immediate action required justifying special maintenance. Activity should be halted and stopped until the hazard is eliminated or appropriate risk controls are put in place.</p>
11 – 15	<p style="text-align: center;"><b>Severe and Serious</b></p> <p>If an incident were to occur, it would be likely that an injury requiring medical treatment would result.</p>	<p>Activity can proceed but substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity or to apply interim control measures until this has been completed.</p>
6 – 10	<p style="text-align: center;"><b>Medium</b></p> <p>If an incident were to occur, there would be some chance that an injury requiring First Aid treatment would result</p>	<p>Activity can proceed but consideration should be given as to whether the risks can be lowered. Control measures must be monitored and reviewed as required to ensure they remain suitable and sufficient.</p>
1 – 5	<p style="text-align: center;"><b>Trivial or Negligible</b></p> <p>If an incident were to occur, there would be little likelihood that an injury would result</p>	<p>No additional controls are necessary as these risks are considered acceptable. Activity should be regularly reviewed to ensure there is no change to the risk rating and that controls are maintained.</p>

\*Note: A numerical rating has been used in column 4 of the risk assessment sheets to describe the risk potential for the hazard identified. This method has been used in an attempt to ensure that the levels of risk will be understood and clear to all those operating within the school.

## Covid- 19 Policy Statement

St Eunan's NS is committed to providing a safe and healthy workplace for all our staff and students. To ensure that, the Board of Management have developed a Covid-19 Response Plan and updated the Safety Statement for the school. All staff and pupils are responsible for the implementation of the response plan and a combined effort will help contain the spread of the virus. The Board of Management will:

- continue to monitor our Covid-19 response and amend this plan in consultation with our staff, pupils and parents/guardians
- provide up to date information to our staff, pupils and parents/guardians on the Public Health advice issued by the HSE and Gov.ie
- display information on the signs and symptoms of Covid-19 and correct hand-washing techniques
- provide an adequate number of trained Worker Representative(s) who are easily identifiable and put in place a reporting system
- inform all staff and pupils of essential hygiene and respiratory etiquette and physical distancing requirements
- adapt the school to facilitate physical distancing as appropriate in line with guidance of the Department of Education and Skills
- keep a log of contact of staff and pupil engagement to help with contact tracing
- ensure staff and pupils engage with the online induction/familiarisation briefing provided by the Department of Education and Skills
- implement the agreed procedures to be followed in the event of someone showing symptoms of Covid-19 while at school
- provide instructions for staff and pupils to follow if they develop signs and symptoms of Covid-19 during school time in line with the procedures provided by the Department of Education and Skills
- implement cleaning in line with government advice and agreed checklists

All staff, pupils and parents/guardians will be consulted on an ongoing basis and feedback is encouraged on any concerns, issues or suggestions.

Signed: Eamon Kelly (red)

Date: 27/8/2020

Chairperson, Board of Management

Signed: Anita Keave  
Principal

Date: 27/8/2020.

Who may be affected?	Identified Risks	Risk Communication, Education and Training		Risk Rating with controls	Action implementation
		Controls			
<b>Staff</b>	<b>Spread of Covid-19 virus</b> Persons currently deemed most at risk of complications if they catch the coronavirus are: are over 70 years of age – even if fit and well o have had an organ transplant o are undergoing active chemotherapy for cancer o are having radical radiotherapy for lung cancer o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment o are having immunotherapy or other continuing antibody treatments for cancer o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD o have a condition that means	<p>The Board of Management will develop a response plan for the prevention and mitigation of Covid-19 following a risk assessment of the school facility. This plan will highlight the measures necessary to protect the health and safety of staff in re-opening and modifying the work arrangements within the school.</p> <p>The staff representative(s) will be properly consulted when developing and implementing the action plan for the prevention and mitigation of Covid-19 within the school and all staff will be informed about the measures being introduced, using specific risk communication and staff engagement approaches.</p> <p>The Board of Management will:</p> <ul style="list-style-type: none"> <li>✓ Ensure that all staff receive necessary training prior to returning to work</li> <li>✓ Provide posters, information and electronic message boards to increase awareness of Covid-19 among staff and pupils</li> <li>✓ Promote safe individual practices within the school campus</li> <li>✓ Engage with staff in providing feedback on the preventive measures and their effectiveness</li> <li>✓ Provide regular information about the risk of Covid-19 using official sources, such as government agencies (HSE, HSA, etc.) and the World Health Organisation</li> <li>✓ Emphasise the effectiveness of adopting protective measures especially good personal hygiene</li> <li>✓ Provide specific training in the proper use of PPE for staff, where required</li> </ul> <p>Follow public health guidance from HSE re hygiene and respiratory etiquette</p>	Negligible	Board of Management Principal Staff	

<p>they have a very high risk of getting infections (such as SCID, homozygous sickle cell) o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies) o have a serious heart condition and are pregnant.</p> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<p>Complete School COVID-19 Policy Statement</p> <p>Return to Work Forms received and reviewed</p> <p>Induction Training provided</p> <p>Contact log in place</p> <p>Complete checklists as required: School Management</p> <p>How to deal with a suspected case</p> <p>Other school specific checklist</p>	<p>Risk Level Action</p> <p>1-5 Trivial risk Acceptable</p> <p>6-10 Medium risk Requires monitoring</p> <p>11-15 Severe risk Requires immediate further action and control</p> <p>16-25 Emergency risk Halt activity and review immediately</p>
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**Risk Level Calculation**

(a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality

(b) Likelihood of event 1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable

(c) Risk Rating = (a) X (b)

Assessment Date: August, 2020

Assessor's Name:

Who may be	Identified Risks	Risk Rating Action implementation
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affected?	Hygiene Controls		with controls	
<p>affected?</p> <p>All staff Pupils Visitors Contractors Public</p>	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:  <ul style="list-style-type: none"> <li>are over 70 years of age – even if fit and well</li> <li>o have had an organ transplant</li> <li>o are undergoing active chemotherapy for cancer</li> <li>o are having radical radiotherapy for lung cancer</li> <li>o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment</li> <li>o are having immunotherapy or other continuing antibody treatments for cancer</li> <li>o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors</li> <li>o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs</li> <li>o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</li> <li>o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)</li> <li>o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</li> </ul> </p>	<p>The BoM will ensure that all can wash their hands regularly. Sinks and appropriate sanitisers (i.e. hand gel dispensers, etc.) will be available throughout the school. Staff should:</p> <ul style="list-style-type: none"> <li>✓ Wash their hands properly and often. Hands should be washed: <ul style="list-style-type: none"> <li>o After coughing or sneezing</li> <li>o Before and after eating or preparing food</li> <li>o Before and after using protective gloves</li> <li>o Before and after being on public transport</li> <li>o When arriving and leaving the school campus</li> <li>o After toilet use</li> </ul> </li> <li>✓ Cover their mouth and nose with a tissue or their sleeve when coughing and sneezing.</li> <li>✓ Put used tissues into a bin and wash their hands</li> <li>✓ Develop a routine of increased cleaning and disinfecting of frequently touched objects and surfaces</li> </ul> <p>The BoM will supply required cleaning products, will ensure the correct use and storage of disinfectants and will ensure all products are stored safely and securely. No employees are permitted to attend work if they display any of the symptoms below:-</p> <ul style="list-style-type: none"> <li>✓ Fever (temperature of 37.5 degrees or above)</li> <li>✓ Cough</li> <li>✓ Shortness of breath</li> <li>✓ Breathing difficulties</li> </ul> <p>Any Staff Member displaying symptoms must self-isolate and not attend school for 14 days</p> <p>Any staff member living with someone who is self-isolating or waiting for a Covid-19 test must restrict their movements for 14 days.</p> <p>Any Staff Member who has tested positive for Covid-19 must not return to work until deemed fit to do so and upon approval of their medical advisor</p> <p>Staff can follow <a href="https://www.hse.ie/eng/health/1850241850">https://www.hse.ie/eng/health/1850241850</a> for regular updates or can contact HSElive for advice <b>1850 241850</b></p>	<p>Requires monitoring</p>	<p>Board of Management Principal Staff Visitors</p>



o have a serious heart condition and are pregnant.

Known effects of the coronavirus:

- A fever (high temperature of 37.5 degrees Celsius or above)
- A cough - this can be any kind of cough, not just a dry cough
- Shortness of breath or breathing difficulties
- Loss of sense of smell
- Loss of sense of taste or distortion of sense of taste
- Death

**Risk Level Calculation**  
 (a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality  
 (b) Likelihood of event 1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable  
 (c) Risk Rating = (a) X (b)

**Risk Level Action**  
 1-5 Trivial risk Acceptable  
 6-10 Medium risk Requires monitoring  
 11-15 Severe risk Requires immediate further action and control  
 16-25 Emergency risk Halt activity and review immediately

Assessment Date: August, 2020

Assessor's Name:

Who may be affected?	Identified Risks	Hygiene Controls	Risk Rating with controls	Action implementation
All staff Pupils Visitors Contractors Public	Spread of Covid-19 virus  Persons currently deemed most at risk of complications if they catch the coronavirus are: are over 70 years of age – even if fit and well	<p>The Board of Management will ensure that:</p> <ul style="list-style-type: none"> <li>✓ Appropriate signage in line with public health guidelines will be displayed throughout school facility (buildings and grounds).</li> <li>✓ Appropriate social distancing markings are in place</li> <li>✓ Necessary PPE is available to all persons.</li> <li>✓ Standard cleaning and maintenance regimes are put in place and detailed</li> </ul>		Board of Management Principal Staff Visitors

<ul style="list-style-type: none"> <li>o have had an organ transplant</li> <li>o are undergoing active chemotherapy for cancer</li> <li>o are having radical radiotherapy for lung cancer</li> <li>o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment</li> <li>o are having immunotherapy or other continuing antibody treatments for cancer</li> <li>o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors</li> <li>o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs</li> <li>o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</li> <li>o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)</li> <li>o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</li> <li>o have a serious heart condition and are pregnant.</li> </ul> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> </ul>	<ul style="list-style-type: none"> <li>✓ records retained</li> <li>✓ Toilet facilities are cleaned regularly</li> <li>✓ All drinking water facilities will be shut down</li> <li>✓ Equipment sharing is minimised. Staff are encouraged not to share equipment</li> <li>✓ There is regular cleaning of frequently touched surfaces and that staff are provided with essential cleaning materials to keep their own work areas clean (for example wipes/disinfection products, paper towels and waste bins/bags)</li> <li>✓ All school equipment is sanitised – cleaning programmes to be devised to ensure that shared equipment is cleaned and disinfected between use by different people</li> <li>✓ Covid compliant work areas to be available where social distancing guidelines can be applied</li> <li>✓ There is staggered use of staffroom/kitchen or other communal facilities</li> <li>✓ Bins are provided for disposal of waste materials (tissues, paper towels, wipes, etc.) and that adequate waste collection arrangements to be put in place to ensure they do not overflow</li> <li>✓ All waste collection points are emptied regularly throughout and at the end of each day.</li> <li>✓ Staff use gloves when removing rubbish bags or handling and disposing of any rubbish and they wash hands with soap and water for at least 20 seconds afterwards</li> </ul>	<p>Requires monitoring</p>
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- Shortness of breath or breathing difficulties
- Loss of sense of smell
- Loss of sense of taste or distortion of sense of taste
- Death

**Risk Level Calculation**

- (a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality  
 (b) Likelihood of event 1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable  
 (c) Risk Rating = (a) X (b)

**Risk Level Action**

- 1-5 Trivial risk Acceptable  
 6-10 Medium risk Requires monitoring  
 11-15 Severe risk Requires immediate further action and control  
 16-25 Emergency risk Halt activity and review immediately

Assessment Date: August, 2020

Assessor's Name:

Who may be affected?

Identified Risks

**Social Distancing**

Controls

Risk Rating with controls

Action implementation

- All staff
- Pupils
- Visitors
- Contractors
- Public

Spread of Covid-19 virus

Persons currently deemed most at risk of complications if they catch the coronavirus are: are over 70 years of age – even if fit and well

- o have had an organ transplant
- o are undergoing active chemotherapy for cancer
- o are having radical radiotherapy for lung cancer
- o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- o are having immunotherapy or

Physical distancing is currently a key control measure in reducing the spread of infection.

The Board of Mangement will ensure that:

- ✓ all persons will adhere to relevant social distancing rules in relation to entering the school, use of welfare facilities and while working in the school
- ✓ physical spacing (2 metres apart currently) for work stations and common spaces, such as entrances/exits, lifts, kitchen areas, canteens, stairs, where congregation or queuing of staff, or students of visitors might occur
- ✓ Break times will be staggered and school supervision procedures must be strictly adhered to
- ✓ Appropriate signage in line with public health guidelines will be displayed throughout school facility (buildings and grounds)
- ✓ Appropriate social distancing arrangements will be in place throughout the facility
- ✓ Meetings of staff will take place online or by social distancing
- ✓ There is currently a strict no handshaking policy in place within the school

Requires monitoring

- Board of Management
- Principal
- Staff
- Visitors

<p>other continuing antibody treatments for cancer</p> <ul style="list-style-type: none"> <li>o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors</li> <li>o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs</li> <li>o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</li> <li>o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)</li> <li>o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</li> <li>o have a serious heart condition and are pregnant.</li> </ul> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<p>✓ All staff, contractors and visitors should avoid direct physical contact with any other persons as far as possible</p> <p>Requirements for personnel working within 2 metres of each other (where activity cannot be suspended):</p> <ul style="list-style-type: none"> <li>✓ No worker has symptoms of Covid-19</li> <li>✓ The close contact work cannot be avoided</li> <li>✓ Installation of physical barriers e.g. clear plastic sneeze guards</li> <li>✓ PPE is present in line with the approved risk assessment (full face mask, gloves, etc) and public health advice</li> <li>✓ An exclusion zone for &lt;2m work will be set up pre task commencement</li> <li>✓ Prior to donning appropriate PPE, staff will wash/sanitise their hands thoroughly</li> </ul>	<p>Serious</p>
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Risk Level Calculation		Risk Level Action	
(a) Severity of risk/injury	1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality	1-5	Trivial risk
(b) Likelihood of event	1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable	6-10	Medium risk
(c) Risk Rating = (a) X (b)		11-15	Severe risk
		16-25	Emergency risk
<b>Assessment Date:</b>	August, 2020	<b>Assessor's Name:</b>	
		Acceptable Requires monitoring Requires immediate further action and control Halt activity and review immediately	

Who may be affected?	Identified Risks	Cleaning Controls		Risk Rating with controls	Action implementation
Staff especially cleaning staff	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:            are over 70 years of age – even if fit and well            o have had an organ transplant            o are undergoing active chemotherapy for cancer            o are having radical radiotherapy for lung cancer            o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment            o are having immunotherapy or other continuing antibody treatments for cancer            o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or</p>	<p>All cleaning will be undertaken in line with DES and public health guidance.</p> <ul style="list-style-type: none"> <li>✓ Staff are responsible for cleaning personal items that have been brought to work and items handled at work or during breaks. Staff advised to clean personal items that they have brought to work (e.g. mobile phones) and to avoid leaving them down on communal surfaces or they will need to clean the surface after the personal item is removed</li> <li>✓ Cleaning staff will be trained in the new cleaning arrangements for the school</li> <li>✓ Sufficient cleaning materials and PPE will be available to allow for increased cleaning</li> <li>✓ Cleaning staff will be instructed to wear gloves when cleaning and are aware of the need to wash their hands thoroughly with soap and water, both before and after wearing gloves</li> <li>✓ System in place for the disposal of cleaning cloths and used wipes in a rubbish bag Current HSE guidance recommends waste such as cleaning waste, tissues etc. from a person suspected of having Covid-19 should be double bagged and stored in a secure area for 72 hours before being presented for general waste collection</li> <li>✓ System in place to make sure reusable cleaning equipment including mop</li> </ul>	<p>Requires monitoring</p>	<p>Board of Management Principal Staff</p>	

<p>PARP inhibitors</p> <ul style="list-style-type: none"> <li>o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs</li> <li>o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</li> <li>o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)</li> <li>o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</li> <li>o have a serious heart condition and are pregnant.</li> </ul> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	<p>✓ heads and non-disposable cloths are clean before re-use</p> <p>System in place to ensure that equipment such as buckets are emptied and cleaned with a fresh solution of disinfectant before re-use</p>	
<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury</p> <p>(b) Likelihood of event</p> <p>(c) Risk Rating = (a) X (b)</p>	<p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality</p> <p>1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>	<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk Acceptable</p> <p>6-10 Medium risk Requires monitoring</p> <p>11-15 Severe risk Requires immediate further action and control</p> <p>16-25 Emergency risk Halt activity and review immediately</p>

Who may be affected?	Identified Risks	Office and administration areas Controls		Risk Rating with controls	Action implementation
Staff	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>o are over 70 years of age – even if fit and well</li> <li>o have had an organ transplant</li> <li>o are undergoing active chemotherapy for cancer</li> <li>o are having radical radiotherapy for lung cancer</li> <li>o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment</li> <li>o are having immunotherapy or other continuing antibody treatments for cancer</li> <li>o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors</li> <li>o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs</li> </ul>	<ul style="list-style-type: none"> <li>• Office capacity to be limited to facilitate the maintenance of physical distancing between designated workstations and staff</li> <li>• The number of employees permitted to work in an office at any particular time shall be limited as a necessary control measure to protect health and safety.</li> <li>• A screen will divide the secretary from visitors entering the office area.</li> </ul>	Requires monitoring	Board of Management Principal Administration staff	

<p>o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</p> <p>o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)</p> <p>o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</p> <p>o have a serious heart condition and are pregnant.</p> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>			
<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury</p> <p>(b) Likelihood of event</p> <p>(c) Risk Rating = (a) X (b)</p> <p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality</p> <p>1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>	<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk Acceptable</p> <p>6-10 Medium risk Requires monitoring</p> <p>11-15 Severe risk Requires immediate further action and control</p> <p>16-25 Emergency risk Halt activity and review immediately</p>		



Who may be affected?	Identified Risks	Use of PPE Controls	Risk Rating with controls	Action Implementation
Staff	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:                      are over 70 years of age – even if fit and well                      o have had an organ transplant                      o are undergoing active chemotherapy for cancer                      o are having radical radiotherapy for lung cancer                      o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment                      o are having immunotherapy or other continuing antibody treatments for cancer                      o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors                      o have had bone marrow or stem cell transplants in the last 6 months, or who are still</p>	<p>The correct use of Personal Protective Equipment (PPE) such as face shields/visors or clear plastic barriers or Perspex screens etc. may be required in some circumstances to address identified risks of spread of the virus.</p> <p>Where PPE is required by staff, they will be notified accordingly and be provided with the necessary PPE and provided with training and information in the proper use, cleaning, storage and disposal of PPE.</p> <p>PPE needs to be consistently and properly worn when required. In addition, it must be regularly inspected, cleaned, maintained and replaced as necessary.</p> <p>All staff must wear a face mask/covering. Face masks will be provided to all staff.</p> <p>Gloves are not required generally within the workplace for infection prevention and control purposes according to current guidance. Due to the risks associated with the usage of gloves, the Board of Management will not be providing gloves to staff for general use.</p> <p>*Face coverings are not recommended to be worn by children under 13 years.</p>	Requires monitoring	Board of Management Principal Staff

taking immunosuppression drugs  
 o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD  
 o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)  
 o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)  
 o have a serious heart condition and are pregnant.

- Known effects of the coronavirus:
- A fever (high temperature of 37.5 degrees Celsius or above)
  - A cough - this can be any kind of cough, not just a dry cough
  - Shortness of breath or breathing difficulties
  - Loss of sense of smell
  - Loss of sense of taste or distortion of sense of taste
  - Death

**Risk Level Calculation**

- (a) Severity of risk/injury  
 (b) Likelihood of event  
 (c) Risk Rating = (a) X (b)

1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality  
 1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable

**Risk Level Action**

- 1-5 Trivial risk Acceptable  
 6-10 Medium risk Requires monitoring  
 11-15 Severe risk Requires immediate further action and control  
 16-25 Emergency risk Halt activity and review immediately

Who may be affected?	Identified Risks	Handling books and other resources during Covid-19 Controls	Risk Rating with controls	Action implementation
<p>Staff (particularly SNAs, school secretaries and teachers)</p>	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:</p> <ul style="list-style-type: none"> <li>o are over 70 years of age – even if fit and well</li> <li>o have had an organ transplant</li> <li>o are undergoing active chemotherapy for cancer</li> <li>o are having radical radiotherapy for lung cancer</li> <li>o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment</li> <li>o are having immunotherapy or other continuing antibody treatments for cancer</li> <li>o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors</li> <li>o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs</li> </ul>	<p>The Board of Management has to prepare for the return of school books (book rental scheme) and other resource materials so that these will be available to pupils for the start of the new school year. The following guidelines are recommended for staff when receiving or assisting in compiling resource packs:</p> <ul style="list-style-type: none"> <li>• Maintain physical distancing (currently 2 metres)</li> <li>• Observe good hygiene (hand washing and respiratory etiquette, do not touch your eyes, nose, mouth with unwashed hands, etc.) before and after handling books and other materials returned to the school</li> <li>• Follow the agreed school protocols if you are displaying symptoms of Covid-19</li> <li>• Any books or other items (resource packs, etc.) being returned to the school should be quarantined for 72 hours. Quarantining means placing these items in sealed boxes that are labelled with the time and date of the start of the 72-hour quarantine period. These boxes should be stored in a separate location away from active work areas within the school</li> <li>• Following the expiry of the 72-hour quarantine period the items may be unboxed, cleaned and prepared for the next school year</li> <li>• Hands should be washed in line with relevant guidance</li> </ul>	<p>Requires monitoring</p>	<p>Board of Management Principal Staff</p>

<p>o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</p> <p>o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)</p> <p>o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</p> <p>o have a serious heart condition and are pregnant.</p> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>			
<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury          (b) Likelihood of event          (c) Risk Rating = (a) X (b)</p> <p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality          1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>	<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk      Acceptable          6-10 Medium risk    Requires monitoring          11-15 Severe risk    Requires immediate further action and control          16-25 Emergency risk   Halt activity and review immediately</p>	<p><b>Assessment Date:</b> August, 2020</p> <p><b>Assessor's Name:</b></p>	

Who may be affected?	Identified Risks	Using hand tools or equipment Controls		Risk Rating with controls	Action implementation
<p><b>All staff</b></p>	<p><b>Spread of Covid-19 virus</b></p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:          are over 70 years of age – even if fit and well          o have had an organ transplant          o are undergoing active chemotherapy for cancer          o are having radical radiotherapy for lung cancer          o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment          o are having immunotherapy or other continuing antibody treatments for cancer          o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors          o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs          o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD</p>	<ul style="list-style-type: none"> <li>✓ Staff must wear the appropriate PPE for the nature of the work that they are undertaking</li> <li>✓ All tools and equipment must properly sanitised to prevent cross contamination</li> <li>✓ Arrangements should be put in place for one individual to use the same equipment as far as is reasonably practicable</li> <li>✓ Cleaning material will be available so that all equipment can be wiped down with disinfectant between each use</li> <li>✓ All mobile machinery (including lawnmowers) must be thoroughly cleaned and sanitised prior to use</li> </ul>	<p>Requires monitoring</p>	<p>Board of Management Principal Staff</p>	

o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell) o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies) o have a serious heart condition and are pregnant.

- Known effects of the coronavirus:
- A fever (high temperature of 37.5 degrees Celsius or above)
  - A cough - this can be any kind of cough, not just a dry cough
  - Shortness of breath or breathing difficulties
  - Loss of sense of smell
  - Loss of sense of taste or distortion of sense of taste
  - Death

**Risk Level Calculation**

- (a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality  
 (b) Likelihood of event 1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable  
 (c) Risk Rating = (a) X (b)

Assessment Date: August, 2020

<u>Risk Level</u>	<u>Action</u>
1-5 Trivial risk	Acceptable
6-10 Medium risk	Requires monitoring
11-15 Severe risk	Requires immediate further action and control
16-25 Emergency risk	Halt activity and review immediately

Assessor's Name:

Who may be affected?	Identified Risks	Dealing with a suspected case of Covid-19 Controls		Risk Rating with controls	Action implementation
<p>Staff Pupils Visitors Contractors</p>	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are: are over 70 years of age – even if fit and well o have had an organ transplant o are undergoing active chemotherapy for cancer o are having radical radiotherapy for lung cancer o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment o are having immunotherapy or other continuing antibody treatments for cancer o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD o have a condition that means they have a very high risk of getting infections (such as</p>	<p><b>The Board of Management will:</b></p> <ul style="list-style-type: none"> <li>✓ Appoint an appropriate person for dealing with suspected cases.</li> <li>✓ Have a designated isolation area available within the school building. The designated area and the route to the designated area should be easily accessible and as far as is reasonable and practicable, should be accessible by people with disabilities. The possibility of having more than one person displaying signs of Covid-19 needs to be considered so having additional isolation areas available or another contingency plan for dealing with additional cases must be planned. It would be important that the designated area has the ability to isolate the person behind a closed door and away from other workers</li> </ul> <p><b>If a person displays symptoms of Covid-19 the following procedure is to be implemented:</b></p> <ul style="list-style-type: none"> <li>✓ Isolate the person and have a procedure in place to accompany the individual to the designated isolation area via the isolation route, keeping at least 2 metres away from the symptomatic person and also making sure that others maintain a distance of at least 2 metres from the symptomatic person at all times.</li> <li>✓ Provide a mask for the person presenting with symptoms if one is available. He/she should wear the mask if in a common area with other people or while exiting the premises.</li> <li>✓ Assess whether the individual who is displaying symptoms can immediately be directed to go home and call their doctor and continue self-isolation at home.</li> <li>✓ The individual should avoid touching people, surfaces and objects. Advice should be given to the person presenting with symptoms to cover their mouth and nose with the disposable tissue provided when they cough or sneeze and put the tissue in the waste bag provided</li> </ul>	<p>Requires monitoring</p>	<p>Board of Management Principal Staff</p>	

<p>SCID, homozygous sickle cell)  o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)  o have a serious heart condition and are pregnant.</p> <p>Known effects of the coronavirus:  • A fever (high temperature of 37.5 degrees Celsius or above)  • A cough - this can be any kind of cough, not just a dry cough  • Shortness of breath or breathing difficulties  • Loss of sense of smell  • Loss of sense of taste or distortion of sense of taste  • Death</p>			
<p><b>Risk Level Calculation</b>  (a) Severity of risk/injury  (b) Likelihood of event  (c) Risk Rating = (a) X (b)</p> <p><b>Assessment Date:</b> August, 2020</p>	<p><b>Risk Level Action</b>  1-5 Trivial risk Acceptable  6-10 Medium risk Requires monitoring  11-15 Severe risk Requires immediate further action and control  16-25 Emergency risk Halt activity and review immediately</p> <p><b>Assessor's Name:</b></p>		



<p>Staff Pupils Visitors Contractors</p>	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:  are over 70 years of age – even if fit and well  o have had an organ transplant  o are undergoing active chemotherapy for cancer  o are having radical radiotherapy for lung cancer  o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment  o are having immunotherapy or other continuing antibody treatments for cancer  o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors  o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs  o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD  o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)  o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)</p>	<p>✓ If the person is well enough to go home, arrange for them to be transported home by a family member, as soon as possible and advise them to inform their general practitioner by phone of their symptoms. Public transport of any kind should not be used  ✓ If they are too unwell to go home or advice is required, contact 999 or 112 and inform them that the sick person is a Covid-19 suspect.  ✓ Carry out an assessment of the incident which will form part of determining follow-up actions and recovery.  ✓ Arrange for appropriate cleaning of the isolation area and work areas involved.</p>	<p>Requires monitoring</p> <p>Board of Management Principal Staff</p>
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<p>o have a serious heart condition and are pregnant.</p> <p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	
<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury          (b) Likelihood of event          (c) Risk Rating = (a) X (b)</p> <p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality          1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p> <p><u>Assessment Date:</u> August, 2020</p>	<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk Acceptable          6-10 Medium risk Requires monitoring          11-15 Severe risk Requires immediate further action and control          16-25 Emergency risk Halt activity and review immediately</p> <p><u>Assessor's Name:</u></p>

Who may be affected?	Identified Risks	<b>Covid-19 cleaning</b>		Risk Rating with controls	Action implementation
Staff	Spread of Covid-19 virus	Controls		All cleaning will be undertaken in line with DES and public health guidance.	Board of Management

Persons currently deemed most at risk of complications if they catch the coronavirus are:

- o are over 70 years of age – even if fit and well
- o have had an organ transplant
- o are undergoing active chemotherapy for cancer
- o are having radical radiotherapy for lung cancer
- o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- o are having immunotherapy or other continuing antibody treatments for cancer
- o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- o have a serious heart condition and are pregnant.

- ✓ It is recommended cleaning an area with normal household disinfectant after a suspected coronavirus (Covid-19) case. This will reduce the risk of passing the infection on to other people
- ✓ The area should be kept closed and secure for 72 hours (if possible) for cleaning as the amount of virus living on surfaces will have reduced significantly by 72 hours
- ✓ For cleaning purposes, wear a face mask, disposable or washing up gloves.
- ✓ These should be double-bagged, then stored securely for 72 hours and then put with the regular rubbish after cleaning is finished
- o should be double-bagged,
- ✓ Using a disposable cloth, first clean hard surfaces with warm soapy water. Then disinfect these surfaces with the cleaning products you normally use. Pay particular attention to frequently touched areas and surfaces, such as toilets, banisters on stairwells and door handles
- ✓

If an area has been heavily contaminated, such as with visible bodily fluids, from a person with coronavirus (Covid-19) consider using protection for the eyes, mouth and nose, as well as wearing gloves and apron

- ✓ Wash hands regularly with soap and water for 20 seconds and after removing gloves, aprons and other protection used while cleaning
- ✓

Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids can be cleaned as normal

- ✓ All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including objects which are visibly contaminated with body fluids.
- ✓ The school will be sanitised using a cleaning company that will fog the area on a monthly basis and the necessity to do this will be regularly reviewed.

Serious

Requires monitoring

			<p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>
	<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk Acceptable          6-10 Medium risk Requires monitoring          11-15 Severe risk Requires immediate further action and control          16-25 Emergency risk Halt activity and review immediately</p>	<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury 1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality          1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p> <p>(b) Likelihood of event</p> <p>(c) Risk Rating = (a) X (b)</p>	<p><b>Assessor's Name:</b></p>
<p><b>Assessment Date:</b> August, 2020</p>			

<p><b>Cleaning a space with a suspected/confirmed case of Covid-19</b></p> <p><b>Controls</b></p>		<p><b>Risk Rating with controls</b></p>	<p><b>Action implementation</b></p>
<p><b>Who may be affected?</b></p> <p>Staff Pupils Visitors</p>	<p><b>Identified Risks</b></p> <p>Spread of Covid-19 virus Persons currently deemed most at risk of complications if they catch the coronavirus are:</p>	<p>All cleaning will be undertaken in line with DES and public health guidance. Use disposable cloths or paper roll and disposable mop heads to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, using an approved and recognised detergent and disinfectant in line with the manufacturer's instructions for dilution, application and contact times</p>	<p>Board of Management Principal Cleaning staff</p>

are over 70 years of age – even if fit and well

- o have had an organ transplant
- o are undergoing active chemotherapy for cancer
- o are having radical radiotherapy for lung cancer
- o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- o are having immunotherapy or other continuing antibody treatments for cancer
- o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- o have a serious heart condition and are pregnant.

Disinfectants used should be effective against viruses.

**Additionally:**

Avoid creating splashes and spray when cleaning.

Any cloths and mop heads used must be disposed of and should be put into waste bags as outlined below.

Any items that have been heavily contaminated with body fluids and that cannot be cleaned by washing should be disposed of

If possible, keep an area closed off and secure for 72 hours. After this time the amount of virus contamination will have decreased substantially, and cleaning can take place as normal

Serious

Requires

monitoring

<p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>		
<p><b>Risk Level Calculation</b>  (a) Severity of risk/injury  (b) Likelihood of event  (c) Risk Rating = (a) X (b)</p>	<p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality  1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>	<p><b>Risk Level Action</b>  1-5 Trivial risk      Acceptable  6-10 Medium risk    Requires monitoring  11-15 Severe risk    Requires immediate further action and control  16-25 Emergency risk Halt activity and review immediately</p> <p><u>Assessor's Name:</u></p>
<p><u>Assessment Date:</u> August, 2020</p>		
<p><b>Cleaning a space with a suspected/confirmed case of Covid-19 (continued)</b></p> <p><b>Controls</b></p>		
<p>Who may be affected?</p>	<p>Identified Risks</p>	<p>Risk Rating with controls</p>
<p>Staff Pupils Visitors</p>	<p><b>Laundry</b></p> <p>✓ Wash items in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items. Do not shake dirty laundry as this minimises the possibility of dispersing the virus through the air</p>	<p>Action implementation</p> <p>Board of Management Principal Cleaning staff</p>

if fit and well

- o have had an organ transplant
- o are undergoing active chemotherapy for cancer
- o are having radical radiotherapy for lung cancer
- o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- o are having immunotherapy or other continuing antibody treatments for cancer
- o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- o have a serious heart condition and are pregnant.

Known effects of the

- ✓ Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance outlined above
- Waste Management**
- ✓ Waste should be put in a plastic rubbish bag and tied when full
  - ✓ The plastic bag should then be placed in a second bin bag and tied
  - ✓ It should be put in a suitable and secure place and marked for storage until the individual's test results are known
  - ✓ All waste should be stored safely and kept away from children. You should not put waste in communal waste areas until negative test results are known or the waste has been stored for at least 72 hours
  - ✓ If the individual tests negative, the waste can be put in with the normal waste. If the individual tests positive, then store it for at least 72 hours and put in with the normal waste

Serious

Requires monitoring

<p>coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>	
<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury          (b) Likelihood of event          (c) Risk Rating = (a) X (b)</p>	<p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality          1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>
<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk          6-10 Medium risk          11-15 Severe risk          16-25 Emergency risk</p> <p>Acceptable          Requires monitoring          Requires immediate further action and control          Halt activity and review immediately</p>	<p>Assessor's Name:</p>
<p>Assessment Date: August, 2020</p>	

Travel to and from work		
Who may be affected?	Identified Risks	Risk Rating with controls
Staff	<p>Spread of Covid-19 virus</p> <p>Persons currently deemed most at risk of complications if they catch the coronavirus are:</p>	<p>Where a staff member exhibits any signs of Covid-19 or has been exposed to a confirmed case they should <b>not</b> travel to work.</p> <p>Wherever possible, staff should travel to work alone using their own means of transport – staff should not share transport to or from work.</p> <p>Requires</p> <p>Action implementation All staff</p>



are over 70 years of age – even if fit and well

- o have had an organ transplant
- o are undergoing active chemotherapy for cancer
- o are having radical radiotherapy for lung cancer
- o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
- o are having immunotherapy or other continuing antibody treatments for cancer
- o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- o have a serious heart condition and are pregnant.

monitoring

If it is necessary to share a lift to work-  
 Wear a face mask and carry hand sanitiser (at least 60% alcohol) and use it regularly throughout your journey.

<p>Known effects of the coronavirus:</p> <ul style="list-style-type: none"> <li>• A fever (high temperature of 37.5 degrees Celsius or above)</li> <li>• A cough - this can be any kind of cough, not just a dry cough</li> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>		
<p><b>Risk Level Calculation</b>  (a) Severity of risk/injury  (b) Likelihood of event  (c) Risk Rating = (a) X (b)</p>	<p><b>Risk Level Action</b>  1-5 Trivial risk Acceptable  6-10 Medium risk Requires monitoring  11-15 Severe risk Requires immediate further action and control  16-25 Emergency risk Halt activity and review immediately</p>	
<p><b>Assessment Date:</b> August, 2020  <b>Assessor's Name:</b></p>		

Dropping off and picking up of pupils		
Who may be affected?	Identified Risks	Controls
<p>Staff Pupils Parents/guardians Bus and taxi drivers Wider Community</p>	<p>Spread of Covid-19 virus Persons currently deemed most at risk of complications if they catch the coronavirus are: o are over 70 years of age – even if fit and well o have had an organ transplant o are undergoing active chemotherapy for cancer</p>	<p>Arrangements for dropping off and picking up pupils from the school facility will be organised to maintain, as far as is reasonably practicable, a safe social distance between drivers/parents/guardians and all school staff. Students can come to school between 9:10am and 9:30am. Children will leave school on a class by class basis. Where pupils travel by public transport the Board of Management will provide a designated drop off/awaiting area (where possible) that supports social distancing measures. It expected that there will be pre-agreed staggered arrival times for school buses.</p>
	<p>Risk Rating with controls</p>	<p>Action implementation Board of Management Principal Staff Bus and taxi drivers</p>
	<p>Requires monitoring</p>	

o are having radical radiotherapy for lung cancer

o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment

o are having immunotherapy or other continuing antibody treatments for cancer

o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors

o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs

o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD

o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)

o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)

o have a serious heart condition and are pregnant.

Parents/guardians will be encouraged to wait in the car outside of the school

Where SEN pupils are dropped off and picked up by a private bus/taxi, the accompanying adult should remain in the car/bus with the pupil. A designated staff member will come to the car/bus to receive the pupil and will avoid or limit physical contact with the accompanying adult. Subject to available space there is no strict requirement for taxis/buses to arrive one at a time provided that those accompanying the pupil remain in the taxi/bus and do not interact with those accompanying other pupils. A similar process should be followed for pick up.

Known effects of the coronavirus:

- A fever (high temperature of 37.5 degrees Celsius or above)
- A cough - this can be any

<p>kind of cough, not just a dry cough</p> <ul style="list-style-type: none"> <li>• Shortness of breath or breathing difficulties</li> <li>• Loss of sense of smell</li> <li>• Loss of sense of taste or distortion of sense of taste</li> <li>• Death</li> </ul>		
<p><b>Risk Level Calculation</b>          (a) Severity of risk/injury          (b) Likelihood of event          (c) Risk Rating = (a) X (b)</p>	<p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality          1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>	<p><b>Risk Level Action</b>          1-5 Trivial risk Acceptable          6-10 Medium risk Requires monitoring          11-15 Severe risk Requires immediate further action and control          16-25 Emergency risk Halt activity and review immediately</p>
<p><u>Assessment Date:</u> August, 2020  <u>Assessor's Name:</u></p>		

Who may be affected?	Identified Risks	Controls	Risk Rating with controls	Action implementation
<p>Staff Pupils Wider Community</p>	<p>Spread of Covid-19 virus Persons currently deemed most at risk of complications if they catch the coronavirus are:  <ul style="list-style-type: none"> <li>are over 70 years of age – even if fit and well</li> <li>o have had an organ transplant</li> <li>o are undergoing active chemotherapy for cancer</li> <li>o are having radical radiotherapy for lung cancer</li> <li>o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage</li> </ul> </p>	<p>The Board of Management will ensure the safety and wellbeing of all visitors to the school premises.          Visits to the school will be severely restricted and visitors will be asked to:</p> <ul style="list-style-type: none"> <li>✓ Make a prior appointment before visiting the school</li> <li>✓ Remain at home if they have any Covid-19 symptoms</li> <li>✓ Follow the agreed Covid-19 protocols for the school</li> <li>✓ Sanitise before entering the premises</li> <li>✓ Attendance to be recorded on entry to building</li> <li>✓ Wear PPE if instructed</li> <li>✓ Adhere to social distancing requirements</li> <li>✓ Not to loiter – complete their business and leave premises</li> </ul>	<p>Requires monitoring</p>	<p>Board of Management Principal</p>

of treatment

- o are having immunotherapy or other continuing antibody treatments for cancer
- o are having other targeted cancer treatments which can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
- o have had bone marrow or stem cell transplants in the last 6 months, or who are still taking immunosuppression drugs
- o have severe respiratory conditions including cystic fibrosis, severe asthma, pulmonary fibrosis, lung fibrosis, interstitial lung disease and severe COPD
- o have a condition that means they have a very high risk of getting infections (such as SCID, homozygous sickle cell)
- o are taking medicine that makes you much more likely to get infections (such as high doses of steroids or immunosuppression therapies)
- o have a serious heart condition and are pregnant.

Known effects of the coronavirus:

- A fever (high temperature of 37.5 degrees Celsius or above)
- A cough - this can be any kind of cough, not just a dry cough
- Shortness of breath or breathing difficulties
- Loss of sense of smell
- Loss of sense of taste or

distortion of sense of taste •Death		
<u>Risk Level Calculation</u> (a) Severity of risk/injury (b) Likelihood of event (c) Risk Rating = (a) X (b)	1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality 1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable	<u>Risk Level Action</u> 1-5 Trivial risk      Acceptable 6-10 Medium risk    Requires monitoring 11-15 Severe risk    Requires immediate further action and control 16-25 Emergency risk   Halt activity and review immediately
<u>Assessment Date:</u> August, 2020		<u>Assessor's Name:</u>

Who may be affected?	Identified Risks	Controls	Risk Rating with controls	Action implementation
Staff Pupils Drivers Wider Community	Spread of Covid-19 virus Persons currently deemed most at risk of complications if they catch the coronavirus are: are over 70 years of age – even if fit and well o have had an organ transplant o are undergoing active chemotherapy for cancer o are having radical radiotherapy for lung cancer o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment o are having immunotherapy or other continuing antibody treatments for cancer o are having other targeted	All drivers to remain in their vehicle and to follow instructions to set down area Ensure that all delivery transactions comply with physical distancing requirements Agree a delivery protocol with suppliers All deliveries to be planned with allocated times for collections and deliveries Arrangements to be made for paperless deliveries System to be agreed with suppliers to ensure reconciliations are accurate Appropriate sanitising arrangements at set down areas (for materials and stock) and at access and egress points.	Requires monitoring	Board of Management Principal Staff Delivery personnel

		<p><b>Risk Level Calculation</b>          (a) Severity of risk/injury          (b) Likelihood of event          (c) Risk Rating = (a) X (b)</p>	<p>1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality          1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p>	<p><b>Risk Level Action</b>          1-5 Trivial risk Acceptable          6-10 Medium risk Requires monitoring          11-15 Severe risk Requires immediate further action and control          16-25 Emergency risk Halt activity and review immediately</p>
<p><b>Assessment Date:</b> August, 2020  <b>Assessor's Name:</b></p>				

<h2 style="text-align: center;">High Risk Persons</h2> <p style="text-align: center;">Controls</p>			
Who may be affected?	Identified Risks	Risk Rating with controls	Action implementation
<p>Staff/Pupils High Risk Persons</p>	<p>Spread of Covid-19 virus            Persons currently deemed most at risk of complications if they catch the coronavirus are:            o are over 70 years of age – even if fit and well            o have had an organ transplant            o are undergoing active chemotherapy for cancer            o are having radical radiotherapy for lung cancer            o have cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment</p>	<p>Ensure that the school are informed of health issues and potential risks.            Ongoing communication and any advice from doctors, relevant to attending school to be communicated to the school.            School to provide necessary PPE as agreed with person who is high risk or their parents/guardians.            School to facilitate home schooling for pupils, where the risk of attending school is too high.            The high risk categories to be communicated to school body.            Appropriate sanitising arrangements to be made available to high risk persons.</p>	<p>Requires monitoring</p> <p>Board of Management Principal Staff</p>

<p>•Death</p>			
<p><b>Risk Level Calculation</b></p> <p>(a) Severity of risk/injury            1=trivial, 2=slight, 3=moderate, 4=major, 5=fatality</p> <p>(b) Likelihood of event            1=rare, 2=unlikely, 3=likely, 4=very likely, 5=inevitable</p> <p>(c) Risk Rating = (a) X (b)</p>			
<p><b>Assessment Date:</b> August, 2020</p>		<p><b>Assessor's Name:</b></p>	
		<p><b>Risk Level Action</b></p> <p>1-5 Trivial risk</p> <p>6-10 Medium risk</p> <p>11-15 Severe risk</p> <p>16-25 Emergency risk</p>	<p>Acceptable</p> <p>Requires monitoring</p> <p>Requires immediate further action and control</p> <p>Halt activity and review immediately</p>