

COVID19 RISK ASSESSMENT MURTON PARK SCHOOL VISITS.

Background:

This document covers the physical environment and activities relating to the set up of the site for an on-site activity day. This document is intended to support and facilitate site staff in monitoring and management of Covid related risks before and after a group visit. This document is subject to continual review and updating.

Associated documents: Covid Risk Management policy statement for schools

Abbreviations used below:

MP – Murton Park.

DM – Duty Manager

DL – Day Leader. Member of MP staff designated to lead the activity day.

DA – Day Assistant. Member of members of MP staff designated to assist DL.

GL – Group Leader. Member of visiting staff identified as key contact / senior member of staff.

GA – Group assistant. Other members of visiting staff working with children.

Period Covered:

The assessment covers the period from arrival of staff on site at up until the start of the living history visit, and the take down / clean up at the end of the day.

Physical Area Covered:

The assessment covers the area within the site perimeter inclusive of the access road and car park, drop off/pick up point, main site buildings, toilet facilities, access routes to the village and its immediate surroundings as indicated on the plan, Appendix 1.

Weather Conditions:

The assessment is applicable in all standard weather conditions. In the case of extreme conditions further re-assessment on the day may be required.

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Hazard / Activity on site	Associated risk	Controls in place, responsibility and action.	Additional Controls required.
Contamination of physical premises.	Transmission to staff and visiting school groups.	-Dedicated cleaning staff on site before start of each day. -Site cleaning checklist. -Appropriate materials (and PPE + training). -Particular attention to common areas, surfaces and toilet facilities.	-Monitoring by DM -Ongoing staff training.
Infection present amongst MP staff.	Transmission to other staff and visiting school groups.	- training for staff on signs of infection.DM -Health monitoring for staff.DM - Daily temperature checks.DM -Vigilance! All staff. -Cleaning / hygiene / sanitation routines and materials available.	-Testing for staff when this can be undertaken.
Infection present among visiting school groups.	Transmission to MP staff and other visiting groups.	-Good communication in advance of day with visiting groups. -Each group has designated MP staff team. -Recording of staff on day.	- Establish clear communication links with GL's in advance of day. -Establish alert system for schools to notify MP in the event of notification of infection.
Mingling of visiting groups.	Cross infection.	-Enhanced arrival management routines.	

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		<ul style="list-style-type: none"> -Designated drop off and parking areas. -Designated and unique routes of travel through buildings to assembly areas for each visiting group. -No sharing of facilities between groups. 	
Use of common toilet facilities.	Cross infection.	<ul style="list-style-type: none"> -Schools will not share toilet facilities. -Enhanced cleaning routines.DM to monitor. - Availability of sanitising materials for use by groups. -Safety notices displayed prominently.DM to monitor. -Briefing of school group. DL. 	-Communication with schools regarding any group specific policies and procedures.
Initial assembly in group base.	All associated with reduced social distancing.	<ul style="list-style-type: none"> -Clear entry / movement routes for each group. -Arrangement of seating to ensure separation between 'bubbles'. -Arrangement of seating side by side to avoid face to face contact. -Briefing and topic introduction talks given by DL social distancing OR wearing PPE. 	-Additional signposting to be put in place to help remove confusion as to movement routes..

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Use of MP costuming	All associated with cross contamination.	-All costumes laundered between groups. -No use of MP headwear (no issuing of headscarves, caps, or helmets).	-Additional supplies of costuming to be sourced.
Activities	All associated with cross contamination.	-Working groups clearly identified. DL/GL. -Activities conducted outdoors or in open areas wherever possible. -Individual kit / material packs used for each child where possible. -Shared equipment – spears shields etc – will be sanitised between uses. DS/GS -No hand to hand / face to face transfers of equipment.	
Lunch.	All associated with cross contamination	-Normal interactive banquets (Viking / Saxon days only) suspended. - Groups will eat in designated areas	
Departure.	Mingling of groups.	-Designated pick up points for each group. -No common use of access routes.	

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		-Vehicles assembled / held in designated areas.	
Post visit alert procedures.	Subsequent diagnosis / identification of infection	-All group details held for contact tracing purposes. -Alert procedures / contact points established with schools.	-Agree levels of alert with schools ie. Infection identified among different group but on same day / infection among MP staff etc.

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