Covid-19 Risk Assessment for Face-to-Face Learning Support Sessions

**Date: Consultant: Student:**

**This Covid-19 risk assessment must be carried out ahead of each and every support session. Thank you.**

**Step 1 – Please complete the health screening questionnaire below for yourself and your student. If there is a ‘Yes’ response to any question then face-to-face support cannot go ahead. Please undertake remote support where possible.**

|  |  |  |
| --- | --- | --- |
| **Questions** | **Consultant** | **Student** |
| Q1: Have you tested positive for COVID-19 in the last 7 days? |  |  |
| Q2: Are you waiting for a COVID-19 test or the results?  *Student response can be N/A if they are engaging in regular lateral flow testing through HEI.* |  |  |
| Q2: Do you or any member of your household have symptoms suggestive of COVID 19? |  |  |
| 1. A new continuous cough?\* |  |  |
| 1. New fever or high temperature? |  |  |
| 1. Loss of, or change in, sense of smell or taste? |  |  |
| Q4: Do you live with someone who has either tested positive for COVID-19 or had symptoms of COVID-19 in the last 14 days? |  |  |
| Q5: Have you been contacted through the NHS Test & Trace system as a potential contact of a confirmed case, even if you don’t have symptoms? |  |  |
| Q6: Have you or anyone you lived with returned from an overseas visit in the last 14 days that requires a quarantine period currently? |  |  |

**Please go to Step 2 on the next page.**

**Step 2 – If there are ‘No’ responses to all the questions above then please undertake the risk assessment below and follow the control measures.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ACTIVITY** | **PERSON AT RISK** | **POTENTIAL RISKS OR HAZARDS** | **\*RISK RATING** | **RISK CONTROL MEASURES** | **\*\* RESIDUAL RISK RATING** |
| **0 - 5** | **0 - 5** |
| **Coronavirus / Covid-19 specific health and safety guidance.**  **Health Screening.** | **Student / Consultant / Other Person** | **Potential infection with Coronavirus.** | N/A | * **Review the latest Government Covid-19 guidance.** * **Review latest Amano Covid-19 guidance in Amano Portal.** * **Review the latest University guidance.** * **Undertake the health screening questionnaire above** * **If anyone answers ‘yes’ to any question, then unfortunately the session cannot go ahead face-to-face, but can be delivered remotely.** | N/A |
| **Coronavirus / Covid-19 specific health and safety guidance (in bold) – Session requirements** | **Student / Consultant / Other Person** | **Potential infection with Coronavirus.** |  | * **Current government advice on social gatherings will be reviewed in the 48 hours ahead of the intended session.** * **Face coverings will be worn by all during transitions to support location.** * **There must be no direct personal contact.** * **Social distancing will be maintained in line with advice in force (2 metres at time of writing).** * **Hand sanitiser will be used at the start and end of the session.** * **Do not share devices or other items.** * **If any symptoms of Covid-19 are detected during the session, then the session must stop immediately, consultant and student should go home, and this must be reported to Amano immediately.** * **Details of the session must be recorded on the standard Amano timesheet.** * **This risk assessment must be retained and a copy sent to Amano at dsa@amanotech.com** |  |

**Step 3 - Calculate the Residual Risk Rating**

**\*\* The Residual Risk Rating is your assessment of the level of risk after the control measures are considered and put in place.**

**\*\* The Residual Risk Rating: No Risk = 0, Minimal Risk = 1, Low Risk = 2, Moderate risk = 3, High Risk = 4, Extreme Risk = 5.**

**If the Residual Risk Rating score in any row is Low Risk (2) or above, the session should not proceed.**

**Step 4**

**Please retain a copy of this risk assessment and send a copy to Amano at** [**dsa@amanotech.com**](mailto:dsa@amanotech.com)

**Information about COVID-19 testing and other precautions will be available from your Higher Education Institution.**