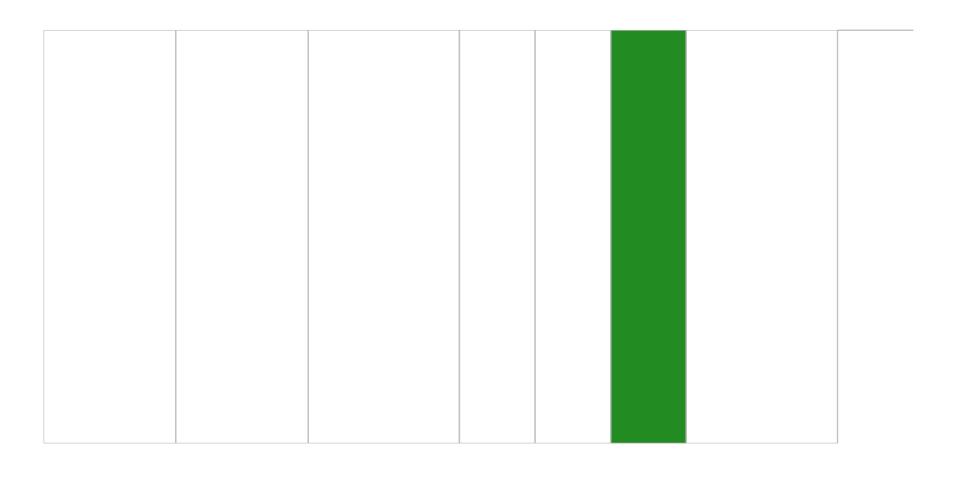
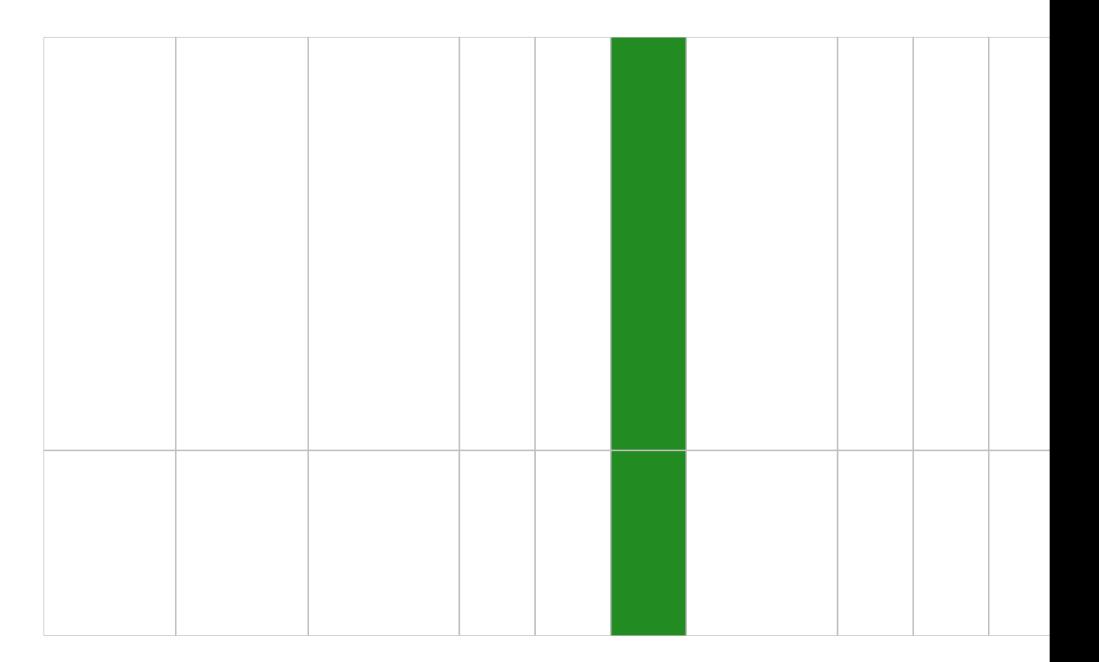


Reference	2304	Activity Description	This risk assessment outlines the ways of working for staff in offices and working from home, plus learning and teaching activities within rooms and teaching spaces across campus, taking advice from "Higher Education Covid-19 operational guidance" from Department for Education and "COVID-19"
			RESPONSE: LIVING WITH COVID-19" from HM Government both published February 2022. Both documents detail how the University should
			function whilst delivering its learning and teaching programmes on campus face to face, whilst mitigating against potential communicable diseases including Covid-19
			This risk assessments takes into account of the approach to managing the virus in wider society, particularly that restrictions have been removed and the vaccine programme continues to be rolled out across the UK.
Assessment Date	22/02/2022	Publish To Portal	Yes
Assessor Name	Emma Osborne	Title	Working in Offices, classrooms and other teaching spaces on campus. Staffing procedures during endemic of communicable disease Covid-19, and contingency planning. Learning and teaching operations
Assessment Team Members	Annette Pascall	Review Date	27/05/2022
Project Risk Assessment Reference		Overall Potential Risk Level	6
Org Unit	Harper Adams -> Health & Safety	Overall Residual Risk Level	3
Location	Harper Adams University campus	Number Of People Exposed	800
Risk Assessment Category		People Exposed	HAU Staff HAU visitors HAU visiting lecturers
Date Record Created	22/02/2022		



Contact with the public additional measures	HAU Staff, Students, visitors and contractors contracting covid and other contagious diseases	All persons should consider additional measures in some environments such as: - minimising contact with individuals who are symptomatic by requesting that they do not attend the campus whilst displaying symptoms - ensuring everyone is advised to clean their hands through washing or sanitising ensuring hand sanitisers are available across campus ensuring good respiratory hygiene for everyone by promoting the "catch it, bin it, kill it" approach using outdoor space where possible	3 - Moderate	1 - Very unlikely	3 - Acceptable		
Other Ventilation	HAU Staff, Students, visitors and contractors Higher levels of CO2 in rooms	CO2 monitors have been installed in some teaching rooms to measure the levels. All ventilation units have been set to run for two hours longer either side of teaching hours. (teaching 9am - 6pm; ventilation running 7am - 8pm) In addition, windows and some doors have been opened within rooms to allow free flow of fresh air to help lower the CO2 levels. Capacity levels will be kept under review to keep CO2 levels down. Teaching spaces are checked with CO2 monitors and handheld devices regularly.	3 - Moderate	1 - Very unlikely			







People / individual health Vulnerable, clinically vulnerable and anyone at higher risk of contracting Covid and becoming seriously ill	HAU Staff HAU visiting lecturers Vulnerable, clinically vulnerable and anyone at higher risk of contracting Covid and becoming seriously ill are not requested to shield at this time.	Vulnerable, clinically vulnerable and anyone at higher risk of contracting Covid and becoming seriously ill are not requested to shield at this time. They should take additional precautions and follow guidance issued by the Government "Coronavirus: how to stay safe and help prevent the spread" Employers and Line Managers to discuss circumstances with any employee who may fit into this category to enable them to return to the workplace safely and be aware of the measures in place. Anyone breastfeeding (new mothers) should also take relevant advice from issued guidance. All HSE regulations will be followed.	2 - Minor	2 - Unlikely	4 - Acceptable		
First Aid provision Guidance on first aid during Covid-19 and outbreaks of other communicable diseases	HAU Staff HAU visiting lecturers access to first aid provision potential transmission of virus within the air and from casualty	First Aiders remain available across campus 24/7 to support all activities taking place on campus. A list of trained first aiders is kept with Reception and Security and updated monthly by H&S dept. All persons requiring first aid assistance to call 01952 81-5599 and a first aider will be deployed to that location. All first aiders maintain their certificate and training regularly and follow HSE guidance on attending situations with potential Covid positive casualties.	3 - Moderate	2 - Unlikely	6 - Adequate		



Administration Sharing the risk assessments around COVID and other contagious diseases	HAU Staff HAU visiting lecturers not having Covid risk assessments available to view	All of the covid related risk assessments will be published on the Staff Covid page held on the PORTAL. These will be updated in line with changing guidance	1 - Insignificant	1 - Very unlikely	1 - Acceptable		
contracting contagious diseases Contracting a contagious disease or experiencing an outbreak of such a disease likened to Covid-19 Continuing to live and work with Covid-19 in the community along with other transmissible diseases such as vomiting bug and influenza.	HAU Staff HAU visitors HAU visiting lecturers HAU Staff HAU visitors HAU visiting lecturers	Ventilation - this will continue to be monitored within all teaching spaces and offices where there is a constant number of persons using the spaces. Cleaning - this will continue to be in place including additional cleaning though communal spaces to include stair rails, handles and door plates. Cleaning of spaces with known positive cases will also be undertaken as and when required to reduce any transmission Barriers - in some areas where persons are working in closer contact such as face to face in offices, or have regular contact with a large number of persons on a daily basis, then screens will be put in place.	3 - Moderate	2 - Unlikely	6 - Adequate		



Administration Adhering to Health and	HAU Staff	The University will follow all guidance and rules in the	3 - Moderate	1 - Very unlikely	3 - Acceptable	Vaccine rollout across the UK will continue		
Safety at Work Act 1974	HAU visiting lecturers	HASAWA '74 and EgA '10		utilikely		Will Continue		
Salety at Work Act 1974	All persons not treated the	HASAWA 74 and EqA 10				Twice weekly testing for stoff		
A alle e vice es ta. E accedito . A at		All staff and wisiting last man				Twice weekly testing for staff		
Adhering to Equality Act	same	All staff and visiting lecturers				and students is no longer		
2010		will be treated equally as per				advised		
		the rules laid out in the two						
		Acts as above.				Contact tracing no longer		
						necessary		
		The latest guidance from						
		Department for Education and				Reporting of positive cases to		
		Government will be followed at				local HPH not required at this		
		all times and new measures				time		
		implemented should any						
		outbreak of numbers increase				Wearing of face coverings is		
		significantly within the				personal choice.		
		University.						
		Additional measures may						
		include social distancing,						
		reducing capacity in rooms,						
		wearing face coverings,						
		increase ventilation, use larger						
		spaces or smaller groups in						
		those larger spaces, continual						
		monitoring of CO2 in teaching						
		spaces, ongoing enhanced						
		cleaning and screens or						
		barriers. Rotas of occupancy						
		in offices may also be						
		required.						
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