

Health & Safety Policy

HSP 90

COVID-19

Key Document details:

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Title:	HSP 90 COVID 19
Author(s):	David Maine
Date:	September 2021
Review date:	September 2022
Application:	This policy applies equally to all The White Horse Federation (TWHF) employees including agency, casual staff and visitors. This policy also applies to all premises where TWHF is either the 'employer' or is in control of the premises.

Definitions	For the purpose of this policy, the following definitions apply;	
	COVID-19	COVID-19 is a highly infectious respiratory disease caused by a new coronavirus. The disease was discovered in China in December 2019 and has since spread around the world, causing an unprecedented public health crisis
	Pandemic	An outbreak of a disease that occurs over a wide geographic area and affects an exceptionally high proportion of the population
	Social Distancing	Protecting the public health by separating communities so that people who are stricken by a contagious illness cannot pass it on to others who are not.
Policy Aims	<p>This policy addresses TWHF's obligation under Health and Safety at Work Act 1974 that requires TWHF to:</p> <ul style="list-style-type: none"> • Develop a policy to minimize the risks associated with COVID-19 • Reduce the risk of an outbreak of COVID-19 • Reduce the risk of the spread of COVID-19 • Demonstrate preventative action 	
Policy	<p>TWHF is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all its employees, and any other class of person who may work on, visit, or use its premises, or who may be affected by its activities or services.</p> <p>TWHF takes its duties seriously. For that reason this COVID 19 Policy has been formulated to help the organisation comply with its legal obligations to staff, pupils and visitors.</p>	
Risk	"Exposure to COVID 19 has the potential to cause harmful effects or even death to the health of TWHF employees, pupils, other users or others (e.g. visitors, contractors).	
Responsibility	The Chief Executive Officer (CEO) is considered to be the duty holder. This responsibility is discharged primarily at the line management/operational level.	

	Roles & Responsibilities
1.	<p>Roles and responsibilities are defined in HSP 2 Organisation.</p> <p>Any specific actions are detailed in the arrangements section below.</p>
	Procedures
2.	<p>TWHF will be following the Governments advice as detailed via the web link below:</p> <p>Schools COVID-19 Operational guidnace - https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance</p> <ol style="list-style-type: none"> 1. Ensure good hygiene for everyone. 2. Maintain appropriate cleaning regimes. 3. Keep occupied spaces well ventilated. 4. <p>Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</p>
3.	<p>New and Expectant Mothers Risk Assessment</p> <p>Pregnancy is classified a clinically vulnerable. However there maybe other health related factors that increase the category to extremely clinically vulnerable. Pregnant workers will be encouraged to inform their Manager of the Pregnancy as soon as possible.</p> <p>The Manager will then fill out GRA 20.1 New and Expectant Mothers Risk Assessment and identify the controls to be put in place taking advice from the HR team.</p>
4.	<p>Limitations of this Policy</p> <p>The policy cannot anticipate all eventualities; therefore professional judgement should be used to identify the appropriate course of action needed to protect those who are vulnerable and/or at risk. This judgement should derive from multi-disciplinary team discussion rather than any one individual where possible.</p>
5.	<p>Appendix</p> <ol style="list-style-type: none"> 1. Care 2. GRA 90.3 COVID-19 School Operation 3. GRA 90.4 COVID-19 Central Offices and Support Teams 4. GRA 90.7 CLINICALLY VULNERABLE BAME INDIVIDUALS 5. GRA 90.7B Clinically Vulnerable-BAME Individuals assessment in Response to COVID-19 6. GRA 91.1 COVID Testing 7. GRA 91.2 COVID-19 Home Testing 8. GRA 20.1 New and Expectant Mothers Risk Assessment

Date	Issue	Section	Changes
January 2021	1.0	All	New Policy
Sept 21	1.1	All	Overall scale down to reflect Government guidance

