

<b>Risk Assessment:</b>	COVID-19 (Novel Coronavirus) College Risk Assessment		
<b>Site:</b>	All Properties	<b>Date of This Assessment:</b>	28/07/2021
<b>Location:</b>	All Properties	<b>Risk Assessment No:</b>	CV-19S
<b>Revision No:</b>	JF01		
<b>Group:</b>	Health and Safety	<b>To Be Reviewed On:</b>	17/08/2021
<b>Changes in this revision:</b>	This new version reflects how the College will respond to Step 4 of the Government's Road Map out of Lockdown, which came into effect in England on 19 July 2021, and includes the essential actions that all members of the St Catharine's community should take to protect themselves and others, particularly while prevalence is high, as we transition towards learning to live with COVID-19.		
<b>About this Risk Assessment:</b>	<p><b>Working together to reduce the spread of COVID-19</b></p> <p>Clear, concise and actionable communication and fostering a shared collaborative approach across the College community are key to ensuring adherence to measures that are designed to protect against the spread of COVID-19 at St Catharine's, as summarised by this Risk Assessment.</p> <p>This document applies to all students (residential and non-residential), staff, Fellows, visitors and contractors. It describes the steps that the College shall take in order to reduce the risk of the spread of COVID-19, using the appointed Health &amp; Safety Manager and other competent persons to ensure the effective implementation of changes to activities and infection prevention and control measures throughout College.</p> <p>There is an increasing body of evidence about the identification and transmission of new variants of the virus that causes COVID-19. Where the control of infection requires further changes to arrangements in College, the College will continue to review and update this Risk Assessment to address these changes. The College will also develop and update supplementary risk assessments for any specific departmental activities that are not addressed within this document. Key procedures and policies, such as our face coverings policy, will be reviewed and revised as required by legislation and/or this risk assessment.</p> <p>The present focus remains a hierarchy of control measures that are designed to reduce physical transmission by all routes – close-range, airborne and via surfaces. Primary actions to reduce transmission include: circulating fresh/sanitised air, reducing close contacts, effective testing and tracing, robust outbreak identification and control, and support to ensure adherence to isolation and quarantine measures set out by the Government.</p> <p>The College recognises that establishing a risk rating on the impact of change to operations on mental health and wellbeing requires further analysis. The College has therefore implemented a working group comprising of the Welfare Team, HR Manager, College Nurse and the H&amp;S Manager. The group shall focus its attention on gathering real-time data from students, staff and Fellows. The working group shall then create a separate Mental Health Risk Assessment, a standalone risk assessment within our H&amp;S Management System. The purpose of risk evaluation is to inform decisions about which risk categories may require additional support and how these actions can be prioritised. In the meantime, a risk rating will not be provided in the section of this document pertaining to the impact of change to operations on mental health and wellbeing, which has now been greyed out.</p>		

There is no requirement under RIDDOR (The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013) to report incidents of disease or deaths of members of the public from COVID-19. The reporting requirements relating to cases of, or deaths from, COVID-19 under RIDDOR apply only to occupational exposure, that is, as a result of a person's work. The College shall only make a report to the Health & Safety Executive (HSE) under RIDDOR when one of the following circumstances applies:

- An accident or incident at work has, or could have, led to the release or escape of coronavirus (SARS-CoV-2), which must be reported as a dangerous occurrence;
- A person at work (a worker) has been diagnosed as having COVID-19 attributed to an occupational exposure to coronavirus, which must be reported as a case of disease; or
- A worker dies as a result of occupational exposure to coronavirus, which must be reported as a work-related death due to exposure to a biological agent.

Definitions set out by the HSE of Dangerous occurrence, Case of Disease and Exposure to Biological Agents are as follows:

Dangerous occurrences are certain unintended, specified events, which may not result in a reportable injury, but which do have the potential to cause significant harm.

- For an incident to be reportable as a dangerous occurrence, the incident must have resulted (or could have resulted) in the release or escape of coronavirus, that is, led to a possible or actual exposure to coronavirus.

#### Cases of disease

- The responsible person (College) shall make a judgement, based on the information available, as to whether or not a confirmed diagnosis of COVID-19 is likely to have been caused by an occupational exposure, that is, whether or not there is reasonable evidence that a work-related exposure is the likely cause of the disease.

#### Work-related deaths due to exposure to a biological agent

- For an incident to be reportable as a death due to occupational exposure to coronavirus there must be reasonable evidence that a work-related exposure caused the worker's death.
- The responsible person (College) shall notify the enforcing authority by the quickest practicable means, without delay, and send a report within 10 days. The report shall specify death due to exposure to a biological agent using the "case of disease" report form.

Information within this assessment will be updated in line with guidelines published by Public Health England, the NHS, the HSE, the Department for Education and the World Health Organisation.

Documents consulted (guidance, policies, legislation, Approved Code Of Practice):

- HASAW Act 1974
- Management of Health and Safety Regulations 1999
- PPE Regulations 2002



- Workplace (Health, Safety & Welfare) Regulations 1992
- Government Guidance
- PHE Guidance
- Working safely during coronavirus (COVID-19) guidance
- Guidance for Higher Education
- HSE
- PHE
- Test and Trace

Consequence	5	10	15	20	25	LIKELIHOOD		CONSEQUENCE		Total Risk Rating (Consequence x Likelihood)			
	4	8	12	16	20	1	Very unlikely 1:1,000,000	1	Insignificant -no injury	17 – 25 <b>UNACCEPTABLE</b>  Stop activity and make immediate improvements	10-16 TOLERABLE  Look to improve within specified timescale	5-9 <b>ADEQUATE</b>  Look to improve at next review	1-4 ACCEPTABLE  No further action but ensure controls are maintained
						2	Unlikely 1:100,000	2	Minor injuries requiring first aid				
						3	Fairly likely 1:10,000	3	Medium injuries requiring further medical assistance – up to 3 days absence				
						4	Likely 1:1,000	4	Major injuries – over 7 days absence				
						5	Very likely 0.111111111	5	Catastrophic - death				
Likelihood													

Significant Hazard • Adverse Effects	Person(s) Affected	Control Measures	Residual Risk Rating		
<p><b><u>Failure to identify the hazard and enable appropriate control measures to be implemented</u></b></p> <ul style="list-style-type: none"> <li>• Lack of management awareness and response resulting in the College not implementing actions recommended by authorities.</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>• In line with its business continuity planning, the College has an Incident Control Group (ICG), which has been convened and leads the response to COVID-19. A Gold Team has been developed to oversee strategy and interface with collegiate University systems and a Silver Team assists in creating and implementing process.</li> <li>• Decisions regarding the operations of St Catharine's College shall be made in accordance with the University of Cambridge, government and public health advice. Key personnel monitor updates to this advice and review this risk assessment and corresponding operations accordingly.</li> <li>• The ICG shall communicate to the wider College community the seriousness of COVID-19, seeking a high degree of community understanding, solidarity and discipline to enable the implementation of control measures (such as self-isolation, strict personal hygiene, coughing etiquette, self-monitoring, separation and social distancing measures) to delay and prevent spread.</li> <li>• The College shall take into account the latest information about individual risk factors of person(s) (e.g. older employees, presence of underlying medical conditions, BAME communities, etc.).</li> <li>• The HR Manager shall establish and issue a return to College process for Staff and Fellows to complete in advance of return to work where there have been periods of absence.</li> </ul>	C	L	Total
			5	1	5

<ul style="list-style-type: none"> <li>• Lack of awareness of the seriousness of COVID-19 leading to a delay in the identification of symptoms of coronavirus, key actions and required control measures for prevention.</li> <li>• Confusion about changing control measures, leading to poor compliance.</li> </ul>		<ul style="list-style-type: none"> <li>• Students returning to College will be advised on steps to take to limit the risk of them having COVID-19 upon arrival and transmitting the virus to others. This includes advising them about the latest national guidance on testing, UK travel, international travel, delaying their return if they experience symptoms of COVID-19/receive a positive test result, in line with the latest University and Government advice.</li> </ul> <p><b>Training and Communications</b></p> <ul style="list-style-type: none"> <li>• The H&amp;S Manager and HR Manager shall develop a training programme and matrix including whether components are recommended or mandatory and monitor training completion to enable the College to accurately assess the effectiveness of training.</li> <li>• All College Community members received a copy of the College’s first COVID-19 Risk Assessment (CV-19 Rev-JF02) and were asked to confirm their understanding; subsequent updates were circulated by email for attention.</li> <li>• This Risk Assessment shall be considered a new assessment based on the <a href="#">Government’s guidance</a> ‘COVID-19 Response: Summer 2021’ and Stage 4 of the national roadmap out of lockdown.</li> <li>• Specific training will be available to students, staff and Fellows, as required.</li> <li>• Accompanying policies and short communication documents will be prepared to explain in more detail how operations are affected in specific settings, and these will be published on the College website and/or displayed in relevant locations.</li> <li>• Relevant educational materials produced by the University of Cambridge, Cambridge City Council, WHO, NHS and others will be signposted.</li> <li>• The College shall share advice and information on a timely basis explaining what changes to national restrictions mean for College-wide protocols and how these translate into the College environment.</li> </ul>		
<p><b><u>Transmission of virus via person to person contact</u></b></p> <ul style="list-style-type: none"> <li>• Lack of social distancing may result in increased transmission of COVID-19</li> <li>• Failure to self-isolate may lead to a delay in medical assistance if required and the spread of COVID-19 (should it be confirmed)</li> </ul>	<p><b>St Catharine’s College Community</b></p>	<p><b>Vaccination</b></p> <ul style="list-style-type: none"> <li>• The College shall support students, staff and Fellows in getting vaccinated against COVID-19 when a vaccine is offered to them.</li> <li>• The College shall implement measures designed to reduce transmission via person-to-person contact and provide guidance that all individuals should follow these precautions regardless of their vaccination status. (Although the Chief Medical Officer for England has advised that vaccination reduces the chances of passing on COVID-19 to other people, a risk of transmission will remain; for example, some people may be advised not to have the vaccine for health reasons.)</li> <li>• The College shall share advice and information on a timely basis explaining what changes to national vaccination requirements mean for College-wide protocols and how these translate into the College environment.</li> </ul> <p><b>Social distancing</b></p> <ul style="list-style-type: none"> <li>• Whilst no longer required to socially distance, the College recognises that distance is a key factor in limiting spread and is not planning to return to full capacity in indoor areas, particularly those encompassing crowded or enclosed spaces where individuals come into contact with people they don’t usually meet.</li> </ul>	<p>5 2</p>	<p>10</p>

- The College will provide guidelines on how these indoor spaces will operate at a reduced capacity, generally based on 1m social distancing. Any circumstances in which large groups are likely to gather, e.g. Formal Halls or conferences will be subject to separate risk assessment and must be authorised by key members of staff such as Heads of Department (HODs), H&S Manager or Operations Director.
- A capacity study has been carried out based upon 1 meter distancing and can be found as an appendices to this assessment titled 'Capacity Study 2021'.
- A range of measures shall enable social distancing within the College community in, for example, physical barriers, line markings, one-way routes, signage, room capacities, etc.
- Working patterns shall be assessed to allow staff and Fellows to continue work remotely where appropriate.
- In relation to a particular activity, HoDs should carry out further risk assessments (with support of the H&S Manager) and consider control measures such as:
  - Keeping the activity time involved as short as possible
  - Reducing the number of people each person has contact with by using "fixed teams or partnering" (so each person works with only a few others)
  - Use of appropriate personal protective equipment (PPE)
- Interactions on business trips and face-to-face events/meetings should comply with changing national or local restrictions.

**Self-isolation**

- A plan is in place to enable, encourage and expect individuals potentially infected to self-isolate.
- The HR Manager will inform all staff and Fellows how to report requirements to self-isolate due to COVID-19 and that all potential incidents are reported to the H&S Manager so the College can offer support and monitor the overall risk to the Community.
- The College will inform all students how to report requirements to self-isolate due to COVID-19 so the College can offer support (including designated self-isolation supporters) and monitor the overall risk to the Community.
- The latest protocols and guidance from the NHS shall be communicated.
- The College expects all Staff, Fellows and Students to participate in the NHS's Test and Trace requirements. Further information about testing protocols can be found [here](#)
- College students are strongly encouraged to participate in asymptomatic testing through the use of LFT devices provided by the Government. Should the University of Cambridge continue to provide asymptomatic screening or another initiative to screen students who do not present with symptoms, the College shall follow guidance and encourage students to be part of such screening and testing.
- As part of Step 4 of the Government's COVID-19 roadmap, it is expected that fully vaccinated people will no longer be legally required to self-isolate if they are identified as a close contact of a positive COVID-19 case from 16 August 2021.

		<p>Instead, fully vaccinated individuals identified as close contacts will be advised to take a PCR test, to detect the virus and variants of concern, and self-isolate if the PCR test result is positive, irrespective of their vaccination status.</p> <ul style="list-style-type: none"> <li>• The College’s COVID-19 Team shall update relevant members of the College Community when individuals and/or households begin or complete periods of isolation.</li> <li>• Where students have been known to be self-isolating, maintenance and/or housekeeping staff shall work only in households with unoccupied rooms if absolutely necessary and with the prior authorisation of their line manager and the H&amp;S Manager who will ensure appropriate assessment has been undertaken.</li> <li>• Staff and Fellows must make themselves aware of the signs and symptoms of COVID-19 and monitor their own wellbeing, self-isolate at home and <a href="#">get tested</a>, and report to HoDs (staff) and HR (Fellows) immediately if any symptoms develop during their shift.</li> <li>• Students are required to make themselves aware of the signs and symptoms of COVID-19 and monitor their own wellbeing. If a student believes they have symptoms of COVID-19, they must email <a href="mailto:Covid19@caths.cam.ac.uk">Covid19@caths.cam.ac.uk</a>.</li> <li>• Students, staff and Fellows are also able to source advice and FAQs on self-isolation protocols on the College’s website.</li> <li>• The HR Manager shall review and revise existing sick leave policies, amending and communicating as appropriate and in line with normal procedures.</li> </ul> <p><b>Increased ventilation</b></p> <ul style="list-style-type: none"> <li>• Air conditioning systems will be subject to service and regular maintenance.</li> <li>• The College Community will be required to assist with fresh air circulation by way of opening windows and doors (where this is possible and safe). A winter plan shall be created to combat the balance between those who are sensitive to colder temperatures and the necessity for good ventilation in areas that have no mechanical aids to promote a fresh air supply.</li> <li>• The College has sourced air-sanitising purifiers, which have been installed in key areas with limited fresh air intake and/or rooms that are frequently used by mixed groups of staff, students and Fellows. In conjunction with this, areas with limited fresh air circulation/intake shall be subject to capacity limits. Anyone within the College Community shall be contacted if affected by these changes.</li> </ul> <p><i>Supplementary documentation available on request to relevant members of College: Capacity Study – Summer 2021; Support to Staff &amp; Fellows Risk Mitigation Plan; Winter Plan guidance.</i></p>		
<p><b><u>Transmission of virus via surfaces</u></b></p> <ul style="list-style-type: none"> <li>• Contaminated fluid or droplets may land on objects and surfaces and be transmitted to</li> </ul>	<p><b>St Catharine’s College Community</b></p>	<p><b>Enhancing Hygiene</b></p> <ul style="list-style-type: none"> <li>• Targeted cleaning protocols for all types of surfaces and material finishes shall be developed and implemented.</li> <li>• A deep cleaning protocol shall be developed and used to help manage the risk of environments where COVID-19 is known to have been present.</li> <li>• The College asks that face coverings to be worn by individuals using shared indoor facilities, particularly in crowded and enclosed spaces where individuals may come into contact with people they don’t usually meet, subject to recommendations outlined in the face coverings policy. Members of the College community and visitors are therefore</li> </ul>	<p>5 2</p>	<p>10</p>

<p>person(s) touching the surface.</p>		<p>asked to carry a face covering with them at all times so they are prepared if they need to enter one of our shared indoor facilities.</p> <ul style="list-style-type: none"> <li>• The College will source reliable supply of items such as hand sanitizers, gloves, etc., including PPE where it is needed. Supplies of face coverings and sanitizer shall be made available to the community, with the option to access 'refill stations' at key locations.</li> <li>• Do-it-yourself cleaning options shall be available for staff to provide an added level of control over their immediate work environment.</li> <li>• Students shall be provided with clear guidance on keeping their household facilities clean alongside sufficient cleaning equipment.</li> <li>• The College van should be provided with hand sanitiser and cleaning equipment.</li> <li>• Contractors and/or others visiting the College community will be provided with the advice set out in the pre-visit questionnaire leaflet for visitors and take into account public health advice around preventing the spread of COVID-19.</li> </ul> <p><i>Supplementary documentation available on request to relevant members of College: Enhanced Hygiene Risk Mitigation Plan.</i></p>		
<p><b><u>Enhanced threat to vulnerable persons(s)</u></b></p> <ul style="list-style-type: none"> <li>• People who are identified as clinically extremely vulnerable may be at high risk of serious illness if they catch coronavirus (COVID-19)</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>• The College shall identify members with Increased Susceptibility to Infectious Diseases (ISID) such as COVID-19 and also those with disabilities/impairments that are impacted by COVID-19 related social distancing measures.</li> <li>• The College requires all Staff and Fellows to update the details of their individual COVID-19 Return to Work Risk Assessment should personal circumstances change that may put them in the vulnerable persons category. This can either be done via HoDs, Line Manager or HR Manager. This shall ensure that any vulnerabilities are identified at the first opportunity. Should it be required, an additional individual risk assessment will be completed to identify and mitigate risks as far as reasonable practicable. The College shall use its Equality Impact Assessment Form to outline risks that have been identified and what action the College shall take.</li> <li>• The College shall ask all students to self-declare and obtain letters from their GP advising of increased susceptibility. The College's Senior Tutor or College Disability Officer in conjunction with the DRC will then undertake individual assessments to establish any specific needs and whether these can be accommodated.</li> <li>• The College shall develop plans to support individuals with ISID. Individual risk assessments must be carried out and medical advice may be sought by way of GP or Occupational Health, after which a consultation will take place to discuss findings and measures.</li> <li>• The College will signpost anyone that requests further advice or support, such as employee assistance programmes and any other wellbeing resources the College has available. Counselling is available via the College's Welfare Officer.</li> </ul>	<p>5 1</p>	<p>5</p>





<p><b><u>Hazards associated with unoccupied / low occupancy buildings</u></b></p> <ul style="list-style-type: none"> <li>Legionella. Failure to flush hot and cold water outlets may lead to a build-up of bacteria found in water, due to properties becoming vacant or systems being flushed less due to lack of usage. Exposure can lead to Legionnaire's disease.</li> <li>Failure to carry out weekly fire alarms checks could result in the outbreak of fire not being detected (if a fault developed in an alarm that had not been identified and/or made good)</li> <li>Failure of emergency lights activating may result in people panicking and struggling in low light or the dark to navigate to a place of safety.</li> </ul>	<p><b>St Catharine's College Community</b></p>	<p><b>Legionella</b></p> <ul style="list-style-type: none"> <li>The Maintenance Manager will review the College's <i>Legionella</i> Risk Assessment periodically. Amendments of the <i>Legionella</i> Risk Assessment shall be made to reflect the current circumstances and the increase of water sampling requirements due to reduced/increased occupancy.</li> <li>The Maintenance Manager has developed a plan to flush water outlets regularly in all areas of the College.</li> <li>Reassurance testing will be undertaken to test potentially vulnerable aspects of the water services system: samples for <i>Legionella</i> analysis from services that incorporate bulk hot/cold water storage and showers.</li> <li>The Buildings and Maintenance teams shall manage the supply of hot water to occupied properties in a controlled way prior to re-occupation. This will include a thermal disinfection process, to be logged for each property.</li> <li>The H&amp;S Manager / Maintenance Manager shall monitor the effectiveness of <i>Legionella</i> control measures by way of audit against <i>Legionella</i> Safe Operating Practices, HSE L8 Legislation and College Policy.</li> </ul> <p><b>Fire</b></p> <ul style="list-style-type: none"> <li>Weekly routine checks shall continue to be performed by Porters.</li> <li>Additional routine service and maintenance by the Colleges appointed contractor shall be uninterrupted at any time.</li> </ul> <p><b>Emergency Lighting</b></p> <ul style="list-style-type: none"> <li>Monthly routine checks by the College's appointed contractor shall continue to be uninterrupted. Matters arising shall be passed by the Head Porter to the Maintenance Manager for remedial actions.</li> </ul> <p><b>Building Readiness</b></p> <ul style="list-style-type: none"> <li>Visual inspection of properties to take place prior to re-opening any building that has been closed for a period of time. This shall be co-ordinated and led by the Maintenance Manager.</li> <li>Planned preventive maintenance programmes are in place and includes periodic inspection in line with legislation, such as fire alarm testing, call pint testing, emergency light inspection and test.</li> </ul>	<p>4</p>	<p>1</p>	<p>4</p>
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<ul style="list-style-type: none"> <li>Requirement for repair works going unnoticed.</li> </ul>					
<p><b><u>Undertaking maintenance works and housekeeping in an area where there is an increased risk of COVID-19 being present</u></b></p> <ul style="list-style-type: none"> <li>Areas with increased risk of virus presence may lead to an employee contracting COVID-19</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>The Maintenance team will attend only to works classed as an 'emergency priority' in occupied rooms where the occupant is self-isolating. (For the purposes of this document an emergency is defined as; a dangerous or serious situation that happens suddenly or unexpectedly and needs immediate action in order to avoid harmful results to a person or property). If the occupant of a room is self-isolating and a serious failure has occurred which presents a potential hazard to other occupants or rooms, the self-isolating occupant should be advised to move to the nearest adjacent occupiable room. The room should be isolated by external means if at all possible, i.e. switch off/turn off the source of the hazard (e.g. electricity, water). Suitable PPE (hazmat suit, masks, gloves) is available at the Porters' Lodge.</li> <li>Advice must be sought from either the Maintenance Manager, H&amp;S Manager or Operations Director prior to entry into a room where someone is known to be self-isolating or sick.</li> <li>*Note that the requirement will be to 'make safe' the potential hazard. This excludes a subsequent repair, unless it can readily be performed in one visit, such as turning power back on or reconnecting a service supply where there is a critical need. Critical areas of operation are: <ol style="list-style-type: none"> <li>Electrical (power supply)</li> <li>Heating/hot water</li> <li>Water hygiene</li> <li>Communal lighting, including emergency lighting</li> <li>Security – carpentry/ miscellaneous issues, e.g. board up a broken window or insecure door where access cannot otherwise be limited.</li> </ol> </li> <li>Routine and urgent task requests will be addressed on a case by case assessment and the outcomes will dependent upon certain factors such as room occupancy, room purpose (communal, office, etc.).</li> </ul>	5	1	5
<p><b><u>Hazards associated with working from home</u></b></p> <p>Staff working from home, when not common can lead to a number of potential risks:</p>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>The College is supporting those staff and Fellows who are working from home by providing and reviewing self-assessments to identify any areas of particular concern, and potential control measures for each of the risk areas. The self-assessment incorporates DSE guidance and assessment. The H&amp;S Manager is reviewing the self-assessments and categorising actions in red amber green and prioritising high risk actions and will work with the IT team to address any high risk areas.</li> <li>Working from home safety training has been made available to all staff and Fellows via iHasco (the St Catharine's College online training portal).</li> </ul>	5	1	5

<ul style="list-style-type: none"> <li>• Lone working</li> <li>• DSE and workspace</li> <li>• Stress and mental health (see below)</li> <li>• Fire and electrical</li> <li>• Slips trips and falls</li> </ul>		<ul style="list-style-type: none"> <li>• Staff and fellows should discuss personal circumstances that may impact on their ability to work from home (childcare responsibilities, long-term health conditions, etc.) with their HoD or the HR Manager.</li> <li>• HoDs are encouraged to keep in regular contact with their staff via Teams, email and/or phone calls, both individually and within their teams.</li> </ul>		
<p><b><u>Impact of change to operations on mental health and wellbeing</u></b></p> <ul style="list-style-type: none"> <li>• Feelings of increased anxiety and stress</li> <li>• Safety of home setting due to risk of domestic abuse</li> <li>• Exacerbation of existing mental health conditions due to change in NHS services (such as reduced services and replacement of face to face appointments)</li> <li>• Increased sense of isolation and loneliness for students due to reduced amount of informal social interactions due to social distancing</li> <li>• Anxiety around engaging in activities</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>• Staff, Fellows and students can self-refer to the Welfare team. Staff and Fellows can also access HR support. All within the College Community have access to the Welfare Hub for signposting to relevant support and resources.</li> <li>• The Senior Tutor will ensure clear and consistent communication with students regarding academic and welfare support available to them.</li> <li>• Senior College Officers shall ensure there is clear and consistent communication regarding expectations and ever changing developments in order to try and reduce anxiety and panic amongst those within the College Community.</li> <li>• HoDs shall be encouraged to provide regular contact with teams on an individual and group level including offering staff briefing around key updates. HoDs will be mindful and encourage staff to voice any concerns they have around changes to national or College guidelines. Individuals may choose to voice their concerns with HR or the Welfare Team via <a href="mailto:welfare.team@caths.cam.ac.uk">welfare.team@caths.cam.ac.uk</a> or <a href="mailto:hr.manager@caths.cam.ac.uk">hr.manager@caths.cam.ac.uk</a></li> <li>• HR to provide HoDs with FAQ sheet to facilitate discussion around COVID-related concerns for new starters.</li> <li>• All staff shall complete an assessment with their HOD/supervisor about returning to work in College, following periods of absence. All staff are expected to take responsibility for their own Health and Safety and will therefore be expected to review their personal risk assessment when changes occur. HoDs shall be prompted by HR to engage with staff at appropriate times to update their risk assessment if necessary. This could be during an annual appraisal, review of training records, team meeting and so on.</li> <li>• The College shall continue to work alongside the University and in line with Government guidance in enabling students to take part in extracurricular activities where possible.</li> <li>• The University may allow students whose course of study can be done remotely to study from home for medical reasons, including those associated with mental health. Medical evidence maybe required and working from home must be approved by the College's Director of Studies and Senior Tutor. More information can be found <a href="#">here</a>.</li> <li>• The new Welfare Strategy will include a section on risk awareness and mitigation in relation to mental health; welfare provision is continually reviewed in response to the impact of COVID-19 and other circumstantial changes, and mitigation measures are continually being adjusted.</li> <li>• Students have access to yoga classes via JCR and MCR during term-time and Summer vacation.</li> <li>• Staff, Students and Fellows have access to wellbeing activities via the <a href="#">College website</a>. Circuit training tutorials put together by the College Rowing Coach can be found <a href="#">here</a>.</li> <li>• Welfare Team, Tutors and JCR/MCR provide a range of in-person and virtual opportunities to interact safely with peers to maintain social contact and meaningful relationships.</li> </ul>		

<p>within larger groups or indoors.</p> <ul style="list-style-type: none"> <li>• Relaxation of mandatory face coverings rule</li> <li>• Reduction of social distancing space from 2 meters to 1 meter</li> <li>• Uncertainty around the next academic year and what that looks like</li> </ul>		<ul style="list-style-type: none"> <li>• Students will be provided with safe spaces within College where they can socialise and interact with their household during periods of lockdown. These spaces will provide significant benefits for the emotional wellbeing of students as they will be able to have a change in external environment and have the chance to foster the social connections which are vital for individuals to thrive.</li> <li>• The College shall provide sunflower lanyards to those who wish to indicate that they may have a hidden disability or need. The purpose of the lanyard is to encourage thoughtful response to those who may feel anxious about explaining why they may not be comfortable in situations. The College shall continue to supply face coverings free-of-charge whilst encouraging individuals to wear them. Every member of the College community should feel empowered to request that those within close contact wear a face coverings or increase social distancing.</li> <li>• The College will make clear and concise communication to Students surrounding changes or expectations.</li> <li>• Students can speak with their Tutor or Director of Studies should they feel concerned or anxious surrounding arrangements for the upcoming academic year.</li> </ul>			
<p><b><u>Hazards associated with premises access and travel</u></b></p> <ul style="list-style-type: none"> <li>• Travel to and from College may lead to greater risk of virus transmission</li> <li>• Public transport may be restricted in order to achieve social distancing on trains, buses, etc.</li> <li>• Risks may be increased for disabled Staff who may have reduced options for access</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>• For all journeys to and from College, it is expected that the latest <a href="#">government guidelines</a> shall be followed by all within the College Community. It is encouraged that journeys between College sites are made on foot or bike where possible.</li> <li>• Staff and Fellows will be reminded of the College cycle to work scheme. Details of the scheme can be obtained from the HR Manager via email at <a href="mailto:hr.manager@caths.cam.ac.uk">hr.manager@caths.cam.ac.uk</a>.</li> <li>• The College Community should ensure they follow Government advice regarding public transport;</li> </ul> <p>Before travelling:</p> <ul style="list-style-type: none"> <li>- check the guidance on how to stay safe and prevent the spread</li> <li>- download the NHS COVID-19 app before you travel, if possible, and check in where you see official NHS COVID-19 QR code posters</li> </ul> <p>You may wish to consider the following in order to help you to travel safely:</p> <ul style="list-style-type: none"> <li>- plan your journey and check your route</li> <li>- check with your operator regarding any policies they may have in place</li> <li>- open or keep windows open for ventilation where it is possible for you to do so</li> <li>- wash or sanitise your hands regularly</li> <li>- avoid touching your face</li> <li>- cover your mouth and nose with a tissue or the inside of your elbow when coughing or sneezing</li> <li>- dispose of waste safely, including items such as used disposable face coverings</li> </ul>	5	1	5
<p><b><u>Exposure during provision of first aid</u></b></p> <ul style="list-style-type: none"> <li>• First aiders are at greater risk of</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>• The College's first aid policy shall be revised and amended to reflect government guidance in providing first aid. The H&amp;S Manager and College Nurse have communicated the changes to First Aiders.</li> <li>• First Aiders have been provided with guidance on giving cardiopulmonary resuscitation (CPR) from the Resuscitation Council UK: <a href="https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-">https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-</a></li> </ul>			

<p>COVID-19 if the patient has it, unless precautions are taken</p>		<p><a href="https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm">responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</a></p> <ul style="list-style-type: none"> <li>The College shall determine via the return to work assessment if a First Aider would like to highlight any factors that should be taken into account as part of their duties, which may affect their ability to assist when needed; for example, vulnerable workers with first aid responsibilities.</li> <li>Specific additional guidance can be found:  <a href="https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm">https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</a>  <a href="https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov">https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</a></li> </ul>	5	1	5
<p><b><u>Low level of compliance with mitigation measures</u></b></p> <ul style="list-style-type: none"> <li>Risk of COVID-19 spreading throughout the College Community due to the failure to follow control measures outlined within this risk assessment.</li> </ul>	<p><b>St Catharine's College Community</b></p>	<ul style="list-style-type: none"> <li>This Risk Assessment shall be uploaded to iHasco and provided to the College community for review and confirmation of their understanding of the importance and agreement in following the control measures. The Risk Assessment and control measures shall be continuously monitored and measured for effectiveness and amended and communicated as necessary. It is a mandatory requirement that this Risk Assessment is read, and anyone maliciously or intentionally failing to comply with this instruction will be subject to disciplinary action.</li> <li>The Communications Manager is overseeing communication of key messages to maximise clarity and consistency.</li> </ul>	5	1	5
<p><b>Original Assessors Name:</b></p>		<p>Jemma Fortey</p>	<p>Assessor Signature:</p>		<p>29/07/2021</p>
<p><b>Reviewed &amp; Authorised by:</b></p>		<p>Helen Hayward</p>	<p>Assessor Signature:</p>		<p>29/07/2021</p>