

EqualiTeach Coronavirus Risk Assessment

- To assess and remove as far as possible the risk of spreading coronavirus when delivering workshops with young people and/or staff training face to face within education settings
- Assessment carried out by: Kate Hollinshead, Head of Operations, EqualiTeach
- Date assessment carried out: 25th February 2022

| Area of Concern | Who might be harmed? | What is EqualiTeach already doing to control the risk? | Who is responsible? |
|------------------------------------|---|--|--|
| Safe delivery of workshop/training | EqualiTeach facilitators, young people and school staff | <ul style="list-style-type: none"> - All EqualiTeach facilitators will take a LT test and their temperature prior to travelling to the school. If their temperature is deemed safe and a test is negative, they will make their way to the school for delivery. If it is unsafe or a test is positive, they will contact their manager immediately, who will make every effort to source another facilitator to deliver face to face or virtually, and if this is not possible, rearrange the workshop/training. - EqualiTeach is operating a 'work from where's best' policy, which allows facilitators to work from home or the office, depending on what works best for them. - Facilitators may choose to wear a mask in school corridors and shared spaces and choose to wear a visor during delivery. | All EqualiTeach facilitators Head of Operations, Kate Hollinshead Operations Manager, Claire Currington. |

| | | | |
|---|---|--|--|
| | | <ul style="list-style-type: none"> - While use of the schools' own resources will be limited, hand sanitiser and anti-bacterial wipes have been provided to facilitators to clean where necessary. | |
| Resources used during workshop/training | EqualiTeach facilitators, young people and school staff | <ul style="list-style-type: none"> - While maintaining as much interactivity as possible, workshops and training have been adapted to limit the amount of resources given out to participants. For example, paper copies of handouts in staff training will not be given out but instead emailed to all participants. - Any resources that are used by participants will be paper, rather than laminated, and recycled after use. - Facilitators can work with pupils how they are already seated, whether in rows or in groups around tables. - All EqualiTeach facilitators will be provided with whiteboard markers, blu tac, post notes and any other stationery required, to avoid sharing this with the class teacher. | All EqualiTeach facilitators EqualiTeach's Head of Operations, Kate Hollinshead Operations Manager, Claire Currington. |
| Refreshments while on site | EqualiTeach facilitators and school staff | <ul style="list-style-type: none"> - All facilitators will bring their own food and drink to sustain them during their visit, negating the need to use any of the schools' kitchen equipment. | EqualiTeach facilitators |

Where education settings would prefer training or workshops to be delivered remotely, please email EqualiTeach's Operations Manager: Claire Currington, claire@equaliteach.co.uk to discuss alternative distance learning options.

This risk assessment, alongside EqualiTeach's Coronavirus Contingency Procedure, has been disseminated to all staff. These procedures are discussed regularly with staff members and EqualiTeach's Advisory Board and updated accordingly, in line with government and Public Health England advice. Should you have any queries or concerns about the content of this risk assessment, please contact EqualiTeach's Head of Operations, Kate Hollinshead: kate@equaliteach.co.uk