

Covid-19 Risk Assessment

Post May Lockdown Easing Document

NRA/BFR

Last updated – 23 May 2021

The series of risk assessment has been compiled from the weekly discussions of the Senior Leadership Team in relation to the College closure following the global Covid-19 (Coronavirus) outbreak. It has been further enhanced by including the updated advice from the government, Surrey County Council, Public Health England and specific guidance for sixth form colleges from the Sixth Form Colleges Association (SFCA) and the Association of Colleges (AoC). The SLT have adapted the relevant guidance to make it appropriate for Woking College and have focussed on those areas which are specific to our context and local environment.

The preventative measures in this risk assessment are not mandatory but are provided as guidance on reducing the risk of transmission of the disease for all our stakeholders. This risk assessment will be reviewed regularly in light of changes to the risk level or updated governmental guidance.

NB

This version of the risk assessment covers guidance from government issued as we move to step three of lockdown easing. There will necessarily be overlap with the College's previous COVID-19 Risk Assessments, but in order to ensure this document can function as a working document, and where possible, practice that has been embedded since March 2020 may not always be reflected below

Risk assessments - legal requirements

- We are required by law to think about the risks the staff and students face and do everything reasonably practicable to minimise them, recognising we cannot completely eliminate the risk of coronavirus (COVID-19).
- We must therefore make sure that a risk assessment has been undertaken to identify the measures needed to reduce the risks from coronavirus (COVID-19) so far as is reasonably practicable. General information on how to make a workplace COVID-secure, including how to approach a coronavirus (COVID-19) risk assessment, is provided by the HSE guidance on making our workplace COVID-secure during the coronavirus pandemic.
- We have a legal duty to consult their employees on health and safety in good time. We will share the results of risk assessments with our workforce, ensuring this is accessible. We will publish this document on our website to provide transparency
- We will involve students and parents (where applicable) in discussions around health and safety decisions to help them understand the reasons for the measures being put in place. We will do this by listening and talking to them about how we will manage risks from coronavirus (COVID-19) and make the setting COVID-secure.
- Health and safety law requires us to assess risks and put in place measures to reduce the risks so far as is reasonably practicable. The law also requires employers to record details of: (i) risk assessments (ii) the measures taken to reduce these risks (iii) expected outcomes
- We need to record significant findings of the assessment by identifying: (i) the hazards (ii) how people might be harmed by them (iii) what they have in place to control risk
- It is a legal requirement that employers must consult with the health and safety representative selected by a recognised trade union or if there isn't one, a representative chosen by staff. As an employer, we cannot decide who the representative will be.
- Any concerns in respect of the controls should be raised initially with line management and trade union representatives and employers should recognise those concerns and give them proper consideration.

Risk/Issue	Actions to mitigate the risk	By whom?	By when?
Stakeholder awareness of preparation	Inform staff that copy of the risk assessment is on the website and they should contact BFR if require clarification on any points	BFR	Staff briefing Monday 17 th May 2021
Prevention	<p>1) Minimising contact with individuals who are required to self-isolate by ensuring they do not attend the setting.</p> <p>When an individual develops coronavirus (COVID-19) symptoms or has a positive test, students, staff and other adults must not come into the setting if:</p> <ul style="list-style-type: none"> • they have one or more coronavirus (COVID-19) symptoms • a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms • they are required to isolate having recently visited countries outside the Common Travel Area • they have had a positive test they must immediately cease to attend and not attend for at least 10 full days from the day after: <ul style="list-style-type: none"> i. the start of their symptoms ii. the test date if they didn't have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test) We must follow this process and ensure everyone onsite or visiting is aware of it. Anyone told to isolate by NHS Test and Trace or by their public health protection team, has a legal obligation to self-isolate, but one may leave home to avoid injury or illness or to escape risk of harm. <ul style="list-style-type: none"> ○ They will be sent them home to begin isolation. The isolation period includes the day the symptoms started and the next 10 full days ○ they will be advised to follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection ○ They will be advised to arrange to have a test as soon as possible to see if they have coronavirus (COVID-19) Other members of their household (including any siblings and members of their support or childcare bubble if they have one) should self-isolate. Their isolation period includes the day symptoms started for the first person in their household, or the day their test 	ALL SLT (for all of the below unless stated)	On-going (for all of the below unless stated)

	<p>was taken if they did not have symptoms, whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test), and the next 10 full days.</p> <ul style="list-style-type: none"> ○ If a member of the household starts to display symptoms while self-isolating, they will need to restart the 10 day isolation period and book a test. If anyone tests positive whilst not experiencing symptoms but develop symptoms during the isolation period, they must restart the 10 day isolation period from the day they developed symptoms. ○ If a student displays coronavirus (COVID-19) symptoms, or has a positive test, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. Alternatively, if safe, they should walk, ride, cycle or drive wherever possible. If driving they should try to be the only person in the vehicle, but can share a car with their household or support bubble if necessary. They should open windows, wear a face covering and sit far away from others if sharing a car. ○ They should not use public transport or a taxi or private hire vehicle to return home. In exceptional circumstances alternative arrangements may need to be organised. ○ They will be moved, if possible, to a room where they can be isolated behind a closed door, depending on the needs of the student, with appropriate adult supervision if required. ○ a window should be opened for fresh air ventilation if it is safe to do so ○ if it is not possible to isolate them, move them to an area which is at least 2 metres away from other people ○ if they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else ○ personal protective equipment (PPE) must be worn by staff caring for the student while they await collection if a distance of 2 metres cannot be maintained (such as for a student with complex needs). <ul style="list-style-type: none"> • Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital, unless advised to. • Any member of staff who has provided close contact care to someone with symptoms, regardless of whether they are wearing PPE, and all other members of staff or students who have been in close contact with that person, do not need to go home to self-isolate unless: <ul style="list-style-type: none"> i. the symptomatic person subsequently tests positive 		
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	<ul style="list-style-type: none"> ii. they develop symptoms themselves (in which case, they should self-isolate immediately and arrange to have a test) iii. they are requested to do so by NHS Test and Trace or the Public Health England (PHE) advice service (or PHE local health protection team if escalated) iv. they have tested positive from an LFD test <ul style="list-style-type: none"> • Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. • The area around the person with symptoms must be cleaned after they have left, to reduce the risk of passing the infection on to other people. See COVID-19: cleaning of non-healthcare settings guidance. • If one is contacted by NHS Test and Trace, or your local health protection team, and told to self-isolate because you have been a close contact of a positive case, one has a legal obligation to do so. <p>2) Ensuring face coverings are used in recommended circumstances.</p> <p>The previous expectations for all staff and students to wear face coverings in both classrooms and communal areas are no longer in place. Staff and students are now advised that they can choose to wear face coverings if they wish in classrooms but cannot insist on them.</p> <p>No student should be denied education on the grounds that they are not wearing a face covering. The College has a small contingency supply available for people who:</p> <ul style="list-style-type: none"> • are struggling to access a face covering • are unable to use their face covering as it has become damp, soiled or unsafe • have forgotten their face covering <ul style="list-style-type: none"> ○ cleaning of hands before and after touching – including to remove or put them on ○ safe storage of them in individual, sealable plastic bags between use Where a face covering becomes damp, it should not be worn, and the face covering should be replaced carefully. Staff and students may consider bringing a spare face covering to wear if their face covering becomes damp during the day ○ not touch the front of their face covering during use or when removing it 		
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- dispose of temporary face coverings in a 'black bag' waste bin (not recycling bin)
- place reusable face coverings in a plastic bag they can take home with them
- wash their hands again

3) Ensuring everyone is advised to clean their hands thoroughly and more often than usual.

We must ensure that students clean their hands regularly, including:

- when they arrive at the setting
- when they return from breaks
- when they change rooms
- before and after eating
- We ensure that:
 - there is enough hand washing or hand sanitiser stations available so that all students and staff can clean their hands regularly
 - routines are built into our culture, supported by behaviour expectations and helping ensure those with complex needs understand the need to follow them

4) Ensuring good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.

- Make sure enough tissues and bins are available to support students and staff to follow this routine.

5) Maintaining enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.

- In line with the risk assessment and timetabling of the day, we have put in place and maintain an enhanced cleaning schedule. This includes:
 - more frequent cleaning of rooms or shared areas that are used by different groups
 - frequently touched surfaces being cleaned more often than normal
 - cleaning toilets regularly
 - encouraging students to wash their hands thoroughly after using the toilet

	<p>6) Considering how to minimise contact across the site and maintain social distancing wherever possible.</p> <ul style="list-style-type: none">• We will do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum.• We keep our year groups of students separate from each other during the day by separating out of classroom indoor social and study space.• Class start and finish times are staggered by 5 minutes to decrease busyness of corridors, this is aided with a one-way system / divided corridor routes.• Ideally, staff should maintain a 2 metre distance from each other and from students wherever possible, or if not possible additional social distancing mitigations will be required. This should not prevent the delivery of a full curriculum offer.• Everyone should avoid close, direct face-to-face contact and minimise time spent within 1 metre of anyone.• Additional mitigation measures include:<ul style="list-style-type: none">○ increasing the frequency of handwashing and surface cleaning○ keeping the activity time involved as short as possible○ using screens or barriers to separate students from each other○ seating students side-by-side and facing forwards, rather than face-to-face or side on○ moving unnecessary furniture out of rooms to make more space <p>7) Keep occupied spaces well ventilated. In specific circumstances:</p>		
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	<ul style="list-style-type: none">• Good ventilation reduces the concentration of the virus in the air, which reduces the risks from airborne transmission; it is important to ensure it is well ventilated and a comfortable teaching and learning environment is maintained. This is achieved by:<ul style="list-style-type: none">○ natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation, and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air○ natural ventilation – if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so)○ opening high level windows in colder weather in preference to low level to reduce draughts○ increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused)○ providing flexibility to allow additional, suitable indoor clothing○ rearranging furniture where possible to avoid direct draughts○ Heating is used as necessary to ensure comfort levels are maintained particularly in occupied spaces. <p>8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.</p> <ul style="list-style-type: none">○ Additional PPE for coronavirus (COVID-19) is only required in a very limited number of scenarios, for example, when:<ul style="list-style-type: none">○ a student becomes ill with coronavirus (COVID-19) symptoms, and only then if a 2 metre distance cannot be maintained○ performing aerosol generating procedures (AGPs)○ When working with students who cough, spit or vomit but do not have coronavirus (COVID-19) symptoms, only any PPE that would be routinely worn, should be worn. <p>9) Promote and engage in asymptomatic testing</p>		
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	<ul style="list-style-type: none"> • Rapid testing using Lateral Flow Devices (LFD)s continue to support the full return to education by helping to identify people who are infectious but do not have any coronavirus (COVID-19) symptoms. • Students are regularly provided with home test kits which enable them to take twice-weekly LFTs at home and to report their results to NHS Test and Trace as per the instructions in the home test kit. Staff and students should also share their result, either positive or negative, with their college or FE provider to help with contact tracing. • Testing is voluntary but encouraged. • Individuals with a positive LFD test result will need to self-isolate in line with the stay-at-home guidance. Students will then need to arrange a PCR test and follow the guidance which results from that. • Those with a negative LFD test result can continue to attend college unless they have individually been advised otherwise by NHS Test and Trace or Public Health professionals (for example as a close contact). • They should continue to apply the measures in the system of controls to themselves and the wider college setting. 		
<p>Response to any infection</p>	<p>10) Promote and engage with the NHS Test and Trace process.</p> <ul style="list-style-type: none"> • Staff members, students, parents and carers will need to book a test if they or their child has symptoms - the main symptoms are: <ul style="list-style-type: none"> ○ a high temperature ○ a new continuous cough ○ a loss or change to your sense of smell or taste • self-isolate immediately and not come to the setting if: <ul style="list-style-type: none"> ○ they develop symptoms ○ they have been in close contact with someone who tests positive for coronavirus (COVID-19) ○ anyone in their household or support or childcare bubble develops symptoms of coronavirus (COVID-19) ○ they are required to do so having recently travelled from certain other countries 	<p>BFR</p>	<p>ASAP</p>

	<ul style="list-style-type: none">○ they have been advised to isolate by NHS test and trace or the PHE local health protection team, which is a legal obligation and provide details of anyone they have been in close contact with, if they test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace Polymerase Chain Reaction tests (PCR) for symptomatic testing via NHS 119● College has a small supply of PCR test kits. Which we can replenish these kits when they run out by making an order through the online portal.● These PCR test kits are provided to be used in the exceptional circumstance that an individual becomes symptomatic and we believe they may have barriers to accessing testing elsewhere. These kits can be given directly to staff, parents or carers collecting a student who has developed symptoms on site.● These PCR tests kits will also help ensure that symptomatic staff can get a test. If they test negative, they can return to work as soon as they are well and no longer have symptoms of coronavirus (COVID-19). <p>11) Manage and report confirmed cases of coronavirus (COVID-19) amongst the setting community.</p> <ul style="list-style-type: none">● We will take swift action when we become aware that someone who has attended our premises has tested positive for coronavirus (COVID-19).● We will contact the dedicated advice service introduced by Public Health England (PHE) and delivered by the NHS Business Services Authority. This can be reached by calling the DfE helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case.● Based on their advice, we will send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate immediately and for the next 10 full days counting from the day after contact with the individual who tested positive.● In order to be prepared for conversations with PHE we keep a record of students and staff in each group and include a check-in system for anyone using communal or shared areas such as the LRC. This should be a proportionate recording process. You do not need to ask students to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.		
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	<ul style="list-style-type: none"> We will not request evidence of negative test results or other medical evidence before admitting students or welcoming them back after a period of self-isolation. The local public health team will also contact us directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended our setting, as identified by NHS Test and Trace or PHE local health protection. We have continued to provide daily staff and students attendance information as required to the government portal. <p>12) Contain any outbreak by following local health protection team advice.</p> <ul style="list-style-type: none"> If we have 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we will call the dedicated advice service who will escalate the issue to our local health protection team where necessary and advise if any additional action is required (0800 046 8687 and selecting option 1) As we are implementing the system of controls, addressing any issues we have identified and therefore reducing transmission risks, whole site closure will not generally be necessary. We would not consider closing except on the advice of health protection teams. 24 Admitting students and staff back to the setting The student or staff member who tested positive for coronavirus (COVID-19) can return to their normal routine and stop self-isolating after they have finished their isolation period and their symptoms have gone or if they continue to have only a residual cough or anosmia. This is because a cough or anosmia can last for several weeks once the infection has gone. If they still have a high temperature after 10 days or are otherwise unwell, we will advise them to stay at home and seek medical advice. 		
Site safety and Estates	<ul style="list-style-type: none"> Following a risk assessment, we have small adaptations to the site such as spacing of wash basins, one-way systems, Perspex screens for offices and upgraded sign in/out procedures for visitors. We will follow the additional advice CIBSE on safely reoccupying buildings. 	NWA	On-going
Performing arts teaching	<ul style="list-style-type: none"> We will avoid delivering in-person teaching and assessment during the national or local restrictions where possible or consider new ways of delivering in-person teaching and assessment where this is required. This will adhere to guidelines on social distancing so that all students can receive a high-quality academic experience in a way that protects both students and staff. 	LCO/CNE	On-going

	<p>Performances</p> <ul style="list-style-type: none"> • We will not host any performances with an audience. We will consider alternatives such as live streaming and recording performances, subject to the usual safeguarding considerations and permission. • Music teaching in colleges including singing and playing wind and brass instruments in groups • Students and staff can engage in singing and playing wind and brass instruments in line with this guidance and guidance on working safely during coronavirus (COVID-19) in the performing arts and suggested principles for safer singing guidance but routine 2 metre social distancing will be maintained. • We will observe strict social distancing between each singer or player and between singers or players and any other people such as conductors, other musicians, or accompanists. • Current guidance advises that if the activity is face-to-face and without mitigating actions, 2 metre distance is appropriate. We will use seating where appropriate to maintain social distancing. • Further measures that we will take include: <ul style="list-style-type: none"> ○ playing instruments and singing in groups should take place outdoors wherever possible ○ if indoors, use a room with as much space as possible, for example, larger rooms, rooms with high ceilings are expected to enable dilution of aerosol transmission ○ if playing indoors, limiting the numbers to account for ventilation of the space and the ability to social distance - it is important to ensure good ventilation, and students will be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible ○ position wind and brass players so that the air from their instrument does not blow into another player use microphones where possible or encourage singing quietly 		
<p>Physical activity and sports</p>	<p>Organised indoor sport is permitted where it is part of education or training provision for students eligible to attend</p> <ul style="list-style-type: none"> • At all times participants will comply with coronavirus (COVID-19) secure measures including the system of controls for their setting and limit social interaction outside the sporting activity. • Students should be kept in consistent groups and sports equipment thoroughly cleaned between each use by different individual groups. • We will refer to advice: 	<p>LBE/SWF</p>	<p>On-going</p>

	<ul style="list-style-type: none"> ○ on the phased return of sport and recreation and guidance from Sport England for grassroots sport ○ from organisations such as the Association for Physical Education and the Youth Sport Trust 		
Students who are clinically vulnerable or extremely clinically vulnerable	<ul style="list-style-type: none"> • Any students who are classified as clinically extremely vulnerable are now able to return to face-to-face teaching in class. We will continue to liaise with any such students and their families to make the most appropriate arrangements for them, including continuing to work from home where necessary. • All 16 to 18-year olds with underlying health conditions which put them at higher risk of serious disease and mortality will be offered a vaccine in priority group 6 of the vaccination programme. At present, these students should continue to shield, and self-isolate if they have symptoms or are identified as a close contact of a positive case, even if they have been vaccinated • Students who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves should still attend their educational setting if eligible for face-to-face education. 	HCL	On-going
Public transport and behaviour off-site	<p>Our students make extensive use of the wider public transport system to travel to College.</p> <ul style="list-style-type: none"> • Students are to walk or cycle where possible • We refer students and staff using public transport to the safer travel guidance for passengers. • We remind students and staff that it is the law that they wear a face covering when travelling in England on public transport unless they are exempt from wearing face coverings. 	HCL	On-going
Temporary staff and visitors	<ul style="list-style-type: none"> • We minimise the number of visitors to our setting where possible. • Supply staff and visitors such as sports coaches must follow our arrangements for managing and minimising risk based on the system of controls. • A record is kept of all visitors with sufficient detail to support rapid contact tracing if required by NHS Test and Trace. 	SLT/NWA	On-going
Staff	<ul style="list-style-type: none"> • All staff working on-site follow the system of controls to minimise the risks of transmission. • Some roles, such as some administrative roles, are conducive to home working, and we should consider what is feasible and appropriate. 	ALL	

	<ul style="list-style-type: none"> • We explain to staff the measures we are putting in place to reduce risks and discuss any concerns individuals may have around their circumstances with them. We encourage are flexible and try to accommodate additional measures if appropriate. • We had one member of staff who was classed as being clinically extremely vulnerable (CEV) and was working from home until the end of Easter. This teacher has now returned to face-to-face teaching. • Anyone who is CEV will previously have received a letter from the NHS or their GP telling them this, and there is guidance for everyone in this group. It provides advice on what additional measures individuals in this group can take. We will talk to the staff member about how they will be supported, including to work from home where possible. • Those living with someone who is clinically extremely vulnerable can still attend work where home-working is not possible. <p>Staff who are pregnant</p> <ul style="list-style-type: none"> • We follow the specific guidance for pregnant employees because pregnant women are considered clinically vulnerable (CV). • We are aware that pregnant women from 28 weeks’ gestation, or with underlying health conditions at any point of gestation, may be at greater risk of severe illness if they catch coronavirus (COVID-19). This is also the case for pregnant women with underlying health conditions that place them at greater risk of severe illness if they catch coronavirus (COVID-19). • Our workplace risk assessment considers any risks to female employees of childbearing age and, in particular, risks to new and expectant mothers. If we are notified that an employee is pregnant, breastfeeding, or has given birth within the last 6 months, we will check the workplace risk assessment to see if any new risks have arisen as an assessment may help identify any additional action that needs to be taken to mitigate risks. • Any risks identified at that point, or later during the pregnancy, in the first 6 months after birth, or while the employee is still breastfeeding, will be included and managed as part of the general workplace risk assessment. • We will take appropriate sensible action to reduce, remove or control the risks. As part of our risk assessment, we will consider whether adapting duties and/or facilitating home working may be appropriate to mitigate risks. <p>Supporting staff</p>		
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	<ul style="list-style-type: none"> We have a duty of care to their employees, and this extends to their mental health. As some staff may be particularly anxious about attending, you have a wide range of extra systems in place to support staff wellbeing including staff helpline and 1-1 support as well as a range of community-based activities to reduce any sense of social isolation. 		
Health and safety, and first aid	<ul style="list-style-type: none"> Where it is necessary for first aid provision to be administered in close proximity, those administering it will pay particular attention to sanitation measures immediately afterwards including washing hands. We will continue to ensure that we comply with legal obligations, including duties of care towards staff, students and visitors, including under the Health and Safety at Work etc. Act 1974 and the Equality Act 2010. 	NWA/HOY team	
Supporting vulnerable students	<p>If vulnerable students do not attend, we will:</p> <ul style="list-style-type: none"> work together with the local authority and social worker (where applicable) to follow up with the parent or carer to explore the reason for absence and discuss their concerns work closely with other professionals, where appropriate, to support attendance notify the student's social worker, if they have one, particularly where the social worker (where applicable) agrees that the student's attendance would be appropriate If the vulnerable student wishes to be absent from face-to-face education during local or national restrictions, they should let their setting know. The young person should not be included in the coronavirus (COVID-19) attendance monitoring data as 'expected to attend'. <p>Supporting students with SEND to attend college</p> <p>Many students will have found restrictions exceptionally difficult socially and emotionally, we will:</p> <ul style="list-style-type: none"> Speak to the student or their parents, to find out if any challenging behaviours, or social or emotional challenges are a response to restrictions. If they are, we will offer additional support. 	HCL/HOY team	

	<ul style="list-style-type: none"> Reasonable adjustments should be provided to support a disabled young person to access education successfully. 		
Safeguarding young people	<p>We have a statutory duty with regards to 16- and 17-year olds to provide information to the local authority services to enable them to track and maintain contact with these young people. We will help local authorities to identify those not participating so that they can provide those students with the support they need to reach their potential. We will continue to follow statutory guidance on inter-agency working, set out in working together to safeguard children.</p> <ul style="list-style-type: none"> Staff will be particularly vigilant about new and additional safeguarding concerns. Staff and volunteers are made aware of what they should do if they have any concerns about a student. It is important that they act immediately on any safeguarding concerns. We check regularly that the safeguarding and welfare information we hold on all students is accurate. We ask parents and carers to tell us about any changes in welfare, health and wellbeing. We continue to work with and support: <ul style="list-style-type: none"> young people's social workers the local authority virtual school head for looked-after and previously looked-after children personal advisers for care leavers any other relevant safeguarding and welfare partners 	ALL	
Mental health and wellbeing	<ul style="list-style-type: none"> We identify young people and members of staff who may need additional support and engage with them and their representatives to understand their needs and ensure they have appropriate mental health and wellbeing support in place. We work with local authorities and voluntary sector mental health organisations to ensure that support is in place. Support is given over the phone for any students self-isolating from specialist staff or support services. Staff involved with children and young people, will continue referring young people to their local NHS children and young people's mental health services where needed. Self-referral options are commonly available and many services offer single points of access. 	HCL/HOY team	

	<ul style="list-style-type: none">• Young people or their parents or carers can also contact their GP or refer to NHS 111 online.• NHS trusts have also established 24-hour urgent mental health helplines in most parts of England for people of all ages. • We support students with their mental health and wellbeing through:<ul style="list-style-type: none">○ 1-1 support in College○ remote one to one counselling○ encouraging young people to identify their own self-care strategies○ completing welfare checks at the start of each lesson to ensure that all students are engaged and supported○ personal, social, health and economic (PHSE) lessons focused on topics including mental health awareness, healthy living and online safety○ encouraging participation in sport and recreation		
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