**Notes:**

This risk assessment is based on the official UK Government guidance available at <https://www.gov.uk/coronavirus> and HSE guidance [www.hse.gov.uk/news/coronavirus.htm](http://www.hse.gov.uk/news/coronavirus.htm) and [www.hse.gov.uk/news/working-safely-during-coronavirus-outbreak.htm](http://www.hse.gov.uk/news/working-safely-during-coronavirus-outbreak.htm) that was current at the time of writing. Official guidance will be regularly reviewed in case the control measures we have implemented need adapting.

The Wood Centre for Innovation has its own risk assessment for the building that the Science Oxford Centre procedures comply with. There is a separate risk assessment for public visits to the Science Oxford Centre.

At the time of writing this risk assessment there was an average of 5 cases per 100’000 people in Oxford. Therefore, considering the additional steps we are taking to keep out staff and visitors safe, our likelihood rating is 1 or ’unlikely’.

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| --- | --- | --- | --- | --- | --- |
| **Science Oxford Risk Assessment** | | | **Severity** | **Likelihood** | **Risk Rating\*** |
| **Hazard** | **Risk** | **Control Measures** |
| Getting or spreading coronavirus | Getting or spreading coronavirus from other visitors and staff | **Handwashing:**   * Handwashing facilities are available in all toilets. There is also a hand washing station outside in the lunch area. * Children, teachers, and staff are required to use the provided hand sanitizer upon entry and re-entry to the Science Oxford Centre. Hand sanitizing stations are placed at regular intervals around the building. * Signs are displayed to remind everyone to wash their hands and how to do so properly.   **Proper hygiene:**   * Everyone is reminded of the importance of maintaining good personal hygiene and are instructed to follow good Covid-19 etiquette including:   + Practicing ‘Catch it, bin it, kill’ – signs displayed.   + Do not touch your eyes, nose or mouth if your hands are not clean. * Staff and visitors are asked not to come to the Science Oxford Centre if they display any [Corona Virus symptoms.](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/)   **Social distancing:**  We have limited our Science Oxford Centre bookings to one school per day so any school visiting us will not come in to contact with any other schools during their time with us.  We will work with each school individually to help them maintain their social distancing requirements.  We can accommodate class or year group bubbles.  If we cannot accommodate a schools social distancing requirement at this time, they will be advised on the phone.  PPE including masks, face shields, gloves and hand sanitizer is available to our staff and will be mandatory in situations where social distancing cannot be maintained such as responding to a First Aid incident or school workshops that require close adult supervision.  **Test and Trace:**   * The lead booking contact must provide full contact details to enable us to comply with [Test and Trace](https://www.gov.uk/guidance/maintaining-records-of-staff-customers-and-visitors-to-support-nhs-test-and-trace). If anyone who visits the Science Oxford Centre may be at risk Science Oxford will inform them. Likewise, we ask they do the same for our staff. | 2 | 1 | **2** |
| Getting or spreading coronavirus from touching shared surfaces | * Children, teachers, and staff are required to sanitize their hands at the stations provided upon each entry into the Science Oxford Centre. * Increased cleaning will be taking place in the Exploration Zone and classroom during and between sessions. * Some ‘high touch’ exhibits have been removed such as the ‘Sand sculpture’ and ‘Sound bite’ exhibit. * We will not be providing lockers at this time, instead coat racks will be provided and cleaned before and after use. * The Science Oxford Centre and Wood Centre for Innovation daily cleaning specification has also been enhanced and increased. | 2 | 1 | **2** |
| Vulnerable workers or high-risk interactions | * Our staff members have taken a questionnaire to assess the risk of them working with the public and only low risk staff will be working in the Science Oxford Centre. * PPE including masks, face shields, gloves and hand sanitizer is available to our staff and will be mandatory in situations where social distancing cannot be maintained such as responding to a First Aid incident. | 2 | 1 | **2** |
| Vulnerable visitors | * If you are shielding or in a high-risk group as per NHS guidelines, then we suggest that you do not come to the Science Oxford Centre. | 4 | 1 | **4** |