

Risk Assessment (RA) Title	University-level: Preventing the Spread of Covid-19. Academic Year 2021/22 ^{1,2,4,10}
-----------------------------------	---

Date of RA	24/09/2021
-------------------	------------

Version No	12
-------------------	----

Previous Review Date	25/08/2021
-----------------------------	------------

Summary of Activity RA Covers

The risk assessment^{5.1, 5.3, 5.7, 7.1,8} replaces all previous versions and reflects the controls and arrangements in place for managing, preventing, and mitigating the risks associated with the transmission of Covid-19 and of the virus SARS-CoV-2.

This assessment is the headline document assessing Bangor University activities in relation to the risks posed by the SARS-CoV-2 virus (referred to as Covid-19 throughout the assessment) as they impact the health and safety of staff, students and others directly impacted by the University. This risk assessment is supplemented by numerous more detailed risk assessments for particular aspects of work, risk, and activities.

This assessment, September 2021, has been updated to consider primary standards produced under the Welsh Government's Alert Level 0 Guidance for Employers and the Infection Control Guidance for Higher Education^{11, 12}, amongst other relevant documents. The assessment also reflects the greater understanding of how the virus transmits and what may be done to reduce and mitigate risk of transmission.

Location(s) RA Covers	All	Person(s) RA Covers	All staff and students (and building visitors)
College / Service	Bangor University	School / Section	N/A
RA Assessor(s)	Central Health & Safety Team (L: Gareth W Jones)	Contact Details	iechydadiogelwch@bangor.ac.uk

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
a.	People at Particular Risk: Extremely Vulnerable, those	At risk groups and individuals	The Welsh Government's advice is that currently those previously shielding no	5.1 5.2	a. Any concerns must be reported as soon as possible.	All – as and when

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
	shielding, those at- and those with at-risk persons at home		<p>longer need to so and may return to the workplace.</p> <p>More detailed information on 'staff at risk' can be found on the H&S website: https://my.bangor.ac.uk/hss/covid19.php.en</p> <p>And from the Human Resources webpage, here: Occupational Health (bangor.ac.uk)</p> <p>Those classed as Clinically Extremely Vulnerable must, with their Line Manager complete the 'At Risk Staff' Risk Assessment prior to return to campus.</p> <p>Clinically Vulnerable people, at moderate risk from Covid-19 can, with their Line Manager also complete the 'At Risk Staff' Risk Assessment prior to return to campus.</p> <p>Staff falling into these categories can make themselves known, in confidence to their Line Manager.</p> <p>The return-to-work authorisation process will confirm there are no health limitations due to Covid-19 risk, before permitting return to campus.</p> <p>Students with increased health risks would contact Student Services for an initial assessment and a personal learning support plan produced to safeguard and support the student to participate, where possible, and to achieve their academic targets.</p>	<p>5.11</p> <p>7.7</p> <p>10.</p>		

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>arrangements: Rules for foreign travel to and from Wales: coronavirus (COVID-19) GOV.WALES</p> <p>c. Currently (early September 2021) the Wales government requires a pre-departure antigen/PCR Test, PCR testing following arrival on Day 2, regardless of vaccination status. Requirements apply for double vaccinated students arriving in Wales and includes those vaccinated in the EU or USA.</p> <p>d. Non-UK national Students arriving from (current) Amber countries may be required to isolate for 10 days within their own privately arranged accommodation or within Halls of Residences.</p> <p>e. Support arrangements are in place for students in Halls, including provision of food and other requirements (including 'welcome' pack of kitchen utensils). Students who are isolating for 10 days may not attend in-person activities and will be accessing academic material, as applicable, on-line only until their quarantine period is over.</p> <p>f. Arrivals from Amber countries must arrange for their PCR test kits to be delivered to their isolation address. Where they are isolating in Halls</p>			

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			arrangements are in place to deliver and collect the kits for use and analysis.			
c.	New-Variants Covid-19 (increased infection risk)	All staff, students and the local community	<p>Background</p> <p>The new-variants of SARS-Cov-2 with a far higher transmission rate, necessitated a review of existing controls and behaviour, to reduce transmission risks in the workplace and across the wider community.</p> <p>There is no specific advice (currently) on whether the new variants require greater operational controls – over and above the current controls. However, the risk from new variants emphasises the importance of adhering to best practice and implementing the controls specified, which are there to reduce risk for all.</p> <p>New-variants [direct-impact] mitigations</p> <p>A review of all risk assessments considering the new variant and planned amendments to the Health Protection (Coronavirus Restriction) (No.5) (Wales) Regulations 2020 was undertaken in January 2021, and subsequently as required.</p> <p>The University considers local Covid-19 rates and risks, and the wider impact on the local community of returning students as part of the decision process for students to return to campus for blended learning. This is done via the Health, Safety and Emergency</p>		a. HS&EM Task Group to consider as and when the situation changes significantly due to new variants.	HSEMTG

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			Management Task Group and any sub-group.			
d.	Covid-19 Testing	All staff, students and the local community	<p>For staff (PCR)</p> <p>a. For staff who wish to use the local testing unit in the Bangor Area, the telephone number is 119. Further information is on the staff Covid-19 FAQ page and via https://bcuhb.nhs.wales/covid-19/covid-19-testing/book-a-covid-19-test/</p> <p>b. Staff are requested to advise the University via the on-line Reporting Cases of Covid-19 portal.</p> <p>Staff and students are requested to support the Test, Trace and Protect strategy and to self-isolate when advised.</p> <p>For Students</p> <p>c. There is a Covid-19 Testing arrangement in Bangor. This operates 7-days a week and may be booked via 119.</p> <p>d. Students are requested to advise the University via the on-line Reporting Cases of Covid-19 portal.</p> <p>Asymptomatic Testing & Home Test Kits</p> <p>e. The in-person asymptomatic testing service stopped following completion of Exam period (first week June) and has been replaced by a Home-Test service.</p>	5.4 5.14	a.	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>Home test kits are available from several University locations (Wrexham and Bangor) for staff and students to collect.</p> <p>f. Home test kits have been distributed to all Student Bedrooms (21/22 academic year) and to various points across the University.</p> <p>g. Results from home-testing should be uploaded to the NHS App, with the relevant Bangor or Wrexham University Site Reference appended. Positive results must also be notified to the University. It is noted the Welsh Government have confirmed it will be illegal to upload a false negative test result to the NHS Portal.</p>			
e.	Covid-19 Tracing Close Contacts	All staff and students, the community	<p>a. All in-person staff/student activities must be recorded on the Check-in App. This will list all who are present, the location of the activity and have an assigned Covid risk category.</p> <p>b. All staff/student activities are to be recorded on the Check-in App, as are all Students' Union Club / Society events</p> <p>c. The University will follow appropriate WG controls for University led organised events and the use of University indoor catering/alcohol facilities i.e. capacity restrictions, Risk Assessments.</p>	5.4	<p>a. For Close-Contacts: it is recognised that the current arrangements for self-isolation being dependent on whether a person is (UK) vaccinated or not will cause confusion and pose a potential risk to University staff and students. The success or otherwise of the local and national messaging will be evaluated as part of regular discussions and reviews on how the University is managing covid cases etc. As this (no self-isolation for vaccinated) change is relatively new its impact is not yet clear, nor is it clear how effective the</p>	<p>H&S / Student Services / Trades Unions / Halls</p> <p>HSEMTG</p>

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<ul style="list-style-type: none"> d. For support staff not engaged in student activities the Line Manager will be contacted to identify all possible close contacts. e. A University ‘tracing’ team has been established to monitor Covid-19 cases, identify contacts and to liaise with TTP and local authority tracing teams. f. Where a Covid-19 case is notified TTP will advise the Covid positive person on self-isolation requirements and to identify close contacts. Where a close contact within the University has been identified the information is shared with the University. g. All covid positive staff and students must self-isolate. h. The need for close contacts to self-isolate will be governed by their vaccination status and further (up to date) advice is available on the staff and student FAQ. Students and staff who are vaccinated outside of the UK are required to self-isolate. i. UK Vaccinated close contacts should undertake PCR tests on Day 2 and Day 8. j. University Halls are notified of Covid-19 cases within Halls of Residences and advise and support households during self-isolation. 		<p>messaging of having a PCR test on Day 2 & 8 is.</p>	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
f.	Notification of Covid-19 Positive Cases	All staff, students and the local community	<ul style="list-style-type: none"> a. Staff and students are requested to advise the University via the on-line Reporting Cases of Covid-19 portal. <u>BU Covid Related Apps (bangor.ac.uk)</u> b. The University may also receive direct reports from the applicable Tracing Team (e.g. Gwynedd Council). c. The reporting portal is part of the Check-in-App and enables the University to immediately commence support and mitigation arrangements. d. Any reports received directly by a Manager should be directed to the Head of School / Director immediately for forwarding to Governance & Compliance. e. Staff and students should always be directed to the on-line portal if they make a direct notification. The portal also advises the student and staff member to contact their tutor/manager immediately. 	5.4		
g.	Action to be taken where a member of staff or student reports they are Covid-19 positive	Those involved and impacted by the activities & local community	<p>STUDENTS</p> <ul style="list-style-type: none"> a. Where a student tests positive for Covid-19 they are advised to self-isolate, along with their household. b. SALTO Card access is withdrawn for the student and all known housemates (both Halls and Private accommodation). 	5.1 5.4 5.14 7.7 9. 10.	a. The effectiveness of these arrangements should be supervised to evaluate the impact of the recent UK/Wales arrangements for no self-isolation (vaccinated), isolation and of the success or otherwise of communication on what to do. As it is not possible to know whether a close-contact is vaccinated or	H&S / Student Services / Trades Unions / Halls

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<ul style="list-style-type: none"> c. If the student is within Halls, the Halls team will implement their Covid Procedures for Positive Cases, confirm need for the household to self-isolate and provide support, including facilitating supply of food and drink. d. The relevant School will be advised that a member of their student community has tested positive for Covid-19 and asked whether there may have been non-recorded (Check-in App) activities the person may have been involved in. e. The Check-in App will be evaluated, and close contact information identified and where applicable (Red, Amber and Green risk events) shared with Gwynedd Council. f. Information on self-isolation support for students will be shared by the University Tracing Team and Halls, where appropriate. The Student Society 'click & collect' also offer a shopping support service for self-isolators. g. Information on self-isolation is provided on the Coronavirus FAQ, alongside information on well-being and support services. 		<p>not the success of the messaging (both University and nationally) may be difficult.</p>	HSEMTG

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>STAFF</p> <ul style="list-style-type: none"> h. Where a member of staff tests positive for Covid-19 they are advised to self-isolate, along with their household. i. SALTO Card access is withdrawn. j. The Check-in App will be evaluated, and close contact information identified. The relevant Head of School or Line Manager or Director of Professional Service will also be contacted to identify whether there are any non-recorded (Check-in App) close contacts, and the risk category of those events/instances. k. Where applicable (Red, Amber and Green risk events) shared with Gwynedd Council. l. Colleagues within the relevant School / Service will be advised that a colleague has tested positive for Covid-19. <p>Procedural Notes</p> <ul style="list-style-type: none"> m. The person testing positive is informed through the testing service to self-isolate for 10-days since onset of symptoms. n. Gwynedd/Mon Tracing will directly contact all those close contacts who may have to self-isolate dependent on vaccination status. o. BU advise others that they have attended an in-person activity with a 			

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>person who has subsequently tested positive for Covid-19 (<5days from date of positive test/booking).</p> <p>p. All student close contacts (cohort or small contact group) will be advised to self-isolate and receive a PCR if they are unvaccinated, and to obtain a test and be aware if they are (UK) Vaccinated, in accordance with the UK/Wales government advice at the time.</p> <p>q. Halls will contact all applicable Households (BU Halls of Residences only) and advise on isolation requirements, per vaccination status.</p>			
h.	Outbreak and Contingency Planning & Criteria for stopping face to face activity	Those involved and impacted by the activities & local community	<p>a. The University Health, Safety & Emergency Management Group oversees and produces the Covid-19 Outbreak Contingency Plan, which considers and reacts to multiple cases at the University.</p> <p>b. The University Executive will decide on enhanced mitigation measures, such as suspension of in-person activity, considering the advice and recommendations of the Emergency Planning Group.</p> <p>c. The University is also to establish a Review Group which will consider whether arrangements remain appropriate to the risk (see item 'z').</p>	5.16 10.	a.	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
i.	Covid-19 Serious and Imminent Danger or Concern procedure: immediate action and reporting	Staff and students	<p>a. Each member of staff and each student has the right to withdraw themselves from situations which may pose a serious and imminent danger to themselves.</p> <p>b. The University's Covid-19 controls and arrangements seek to ensure that such a situation should not happen. If a concern did arise staff should raise with their Line Manager immediately. Students should notify their personal or year tutor as soon as they can and outline their concerns. If a situation occurs within Halls the student should notify Security or the Halls Office immediately.</p>	5.1 10.		
j.	Home Working (Dynamic Working)	Staff	<p>a. Human Resources Home Working Policy now adopted and available for staff</p> <p>b. The University has adopted a Dynamic Working Framework that enables, where practicable, staff to work from home or work a period at home and on-site.</p> <p>c. Health and Safety Homeworking Risk Assessment produced and agreed with TUs.</p> <p>d. Guidance on setting up home workstation is available.</p> <p>e. Guidance for staff and managers on support and communication is available.</p>	5.1 7.7 10.	a.	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			f. Staff able to retrieve equipment from their offices to facilitate homeworking.			
k.	Student wellbeing	Students	a. Student Services and Halls team continue to provide support to students. b. Student Services to develop both online and face-to-face student support services to students for the forthcoming academic year. c. Students can access face-to-face consultations with Student Services support staff	5.11 7.7	a.	
l.	Covid-19 Information & Influencing Behaviour	Staff and students	a. Covid-19: Awareness & University On-Site Controls <u>STUDENT COVID-19 INDUCTION</u> Each student is requested to view the on-line General H&S Induction, that includes information on Covid-19 and controls employed at the University. In addition, students should also receive a tailored H&S Induction from their School or College. Halls students will also receive information pertaining to Halls of Residences. A shorter Powtoon version of information is also available for staff and students. <u>STAFF COVID-19 INDUCTION</u> Each member of staff is required to view the on-line Working under Covid-19 Induction unless they have received	5.7 7.6 7.7 10.	a. Develop and regularly review communications approach, in-line with governmental and national efforts	H&S / Student Services

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>more detailed information from their department (CS). Following the completion of their on-line Induction Schools/Colleges/Services may authorise their return to campus for agreed activity and periods. Colleges/Services should provide a local refresher on safe ways of working when staff come back onto campus after an extended time away.</p> <p>b. Physical Distancing</p> <p>Physical distancing is promoted in all circulation and communal spaces and throughout staff areas.</p> <p>For lectures and similar events, students will be seated as a cohort and for larger spaces their small cohort will be physically distant from others.</p> <p>Physical distancing and 2metre posters and floor signs remain in place across communal areas and circulation routes.</p> <p>c. Handwashing & Sanitising</p> <p>Handwashing is encouraged for all. Sanitiser points are located throughout each occupied building. Points are also located at each entrance door. Staff, students and visitors are requested to sanitise their hands frequently.</p> <p>d. General Awareness</p>			

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>Regular communications with students will come from the Executive lead and other officers, the Students' Union, Halls and Schools. Information is also posted on the student Coronavirus FAQ.</p> <p>Staff communication is primarily through the Staff Bulletin, produced every week. Procedural information is provided through their Professional Service, College and School. The staff Coronavirus FAQ is also updated regularly with relevant information and links to documents.</p> <p>e. Face Coverings</p> <p>The wearing of face coverings within all University buildings is mandatory, with limited exceptions.</p> <p>f. Behavioral Impact of Vaccination and Covid-Malaise on compliance and risk taking</p> <p>It is appreciated an increasing number of staff and students having been vaccinated may impact their general Covid-safe behaviour. At present there is no specific additional control or information for this developing area of concern, though such will be considered as impacts on behaviour become evident.</p>			

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
m.	Hand washing and sanitising provision	Staff and students	<p>a. All buildings will have hand gel/sanitising points. The number of points will vary to reflect usage and size of the buildings. As a rule, there will be a 'sanitising point' at all entrances, with additional units provided at key locations within a building.</p> <p>There will also be local sanitising points for multi occupancy areas, such as laboratories and face-to-face areas.</p> <p>b. Hand washing facilities are predominantly located within toilets with guidance on correct hand washing technique displayed.</p> <p>c. Local handwashing facilities are available in some research and teaching areas.</p>	5.13 10.	a.	
n.	Cleaning	Staff and students	<p>a. CS employs a cleaning regime that reflects current building usage. This will vary from single clean to continual cleaning, based on occupancy; with two 'cleans' a day being the base standard. More heavily used buildings will receive at least two thorough 'cleans' and 'during-the-day' touch point cleaning. A Cleaning Schedule is available from CS.</p> <p>b. Cleaning standards will reflect guidance provided by the Welsh Government and UK Government guidance for cleaning 'non-healthcare facilities'.</p>	5.1 5.3 5.13 10	a.	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>c. Cleaning packs are provided and distributed within staff occupied buildings, for staff use and in addition to cleaning materials provided in each lecture / tutorial space.</p> <p>d. Photocopiers are provided with suitable cleaning wipes and cleaning-information poster placed to advice on good practice</p> <p>e. All staff are expected to clean their own work areas and laboratories, etc. with CS predominantly cleaning communal spaces and desk-based teaching spaces.</p> <p>Teaching / Lecture Spaces</p> <p>f. CS will clean all key touch points daily and will clean the lecture point / lectern as part of this.</p> <p>g. Staff are also provided with cleaning materials at each lecture point, to enable self-cleaning and aid assurance.</p>			
o.	Building preparedness: statutory and essential maintenance.	Those involved in activity. Incl Security, Maint' staff and contractors	a. Infrastructure, statutory & serviceability, will be assessed and confirmed prior to any re-opening (incl. Fire Alarms, Water, BMS, CCTV, SALTO, Heating, Ventilation, and other building safety systems).	3. 5.1 5.3 5.13 7. 10.	a. No building will be released by CS until all applicable systems and infrastructure are confirmed as safe and legally compliant. This will be done as further buildings come back on-line (on-going).	CS (as required)
p.	Ventilation Rates: Lecture Rooms & Study Spaces	Occupants	a. Campus Services has evaluated timetabled lecture spaces to identify ventilation means and confirm, where	5.1 5.3 10.	a. Reviews and assessments of ventilation arrangements will continue into 2022, with actions prioritized.	CS

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>possible, the ventilation rates (m³/h). Where rates cannot be readily attained a specific approach will be developed, including placing HEPA filtration units in the rooms.</p> <p>b. For mechanically ventilated systems, the University is seeking to follow the design and operational principles set out in the national standard produced by the CIBSE. <i>This will target a rate of circa 10 litres per person per second.</i></p> <p>c. Where mechanical ventilation systems have not been installed and other ventilation arrangements are not sufficient, additional portable high efficiency air filter units (HEPA units) will also be used, particularly within many smaller seminar and lecture spaces that have no mechanical ventilation. The HEPA units will be located so that air is drawn away from the lecturer and should operate in addition to opening some windows, and not as an alternative to opening windows. Some larger units will seem a little noisy, with a background ‘hum’ evident, but please do not switch them off.</p> <p>Over 600 HEPA units have been purchased for distribution to lecture and seminar spaces with no or limited mechanical ventilation, which rely on</p>		<p>b. Where the ventilation rates cause concern Co2 Monitors & Recorders are to be used to identify the magnitude of concern and priority: this requires the room to be occupied and has therefore been delayed.</p> <p>Note: significant financial and resource investment may be required to enable all multi-occupancy spaces to be fully utilised and maintain good ventilation levels.</p>	CS

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>opening windows. Units will also be distributed to multi occupancy offices and meeting rooms, as appropriate.</p> <p>d. Several additional ventilation systems were installed over 2020/21 to improve air flow within teaching laboratories and lecture rooms. This enabled those laboratories and spaces to be used for timetabled activity that would otherwise have been restricted.</p> <p>e. A number of ventilation systems have been modified to increase air changes and rates.</p> <p>f. Co2 Monitors and data Loggers are now being distributed to locations where ventilation data is unclear, or to confirm suitability. This has been delayed as the space needs to be occupied in order to identify Co2 rise per usage.</p>			
q.	Building Specific Controls and Assessments	All building users, incl cleaning, maintenance, other staff and students, and visitors	<p>a. A General Building Operating Procedure is available for all general buildings. Where this Operating Procedure does not fully consider the building risks within the building the Procedure should be further developed by the primary occupant of the building.</p> <p>b. All teaching buildings have or will have, Access Control in place through the SALTO system. Most heavily used</p>	<p>2.</p> <p>5.1</p> <p>5.3</p> <p>5.15</p> <p>5.16</p> <p>7.7</p> <p>10.</p>	LINK TO GENERAL BUILDING SOP	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>buildings will also be fitted with automatic opening (SALTO) doors.</p> <p>c. All occupied buildings have been previously subject to a specific Risk Assessment, as part of the re-opening stage and in preparation for return of staff and students. This process addressed key areas such as signage, one-way systems, local controls. Suitable control measures should now be in-place within all key occupied buildings (teaching, research and student support).</p> <p>d. Although no longer a legal requirement (as of July 21) the Statutory Covid-Secure Posters are still displayed as assurance at each occupied building. This will be removed as they become less valid & applicable.</p> <p>e. Signage: appropriate signage is displayed to remind building users of Covid control measures and directional priority and keep left, etc. Signage includes arrival warning signs, face covering reminders and physical distancing prompts. A check of core signage was undertaken in September 2021.</p> <p>f. Cleaning schedules reflect the building usage, with additional self-clean for</p>			

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>restricted and office spaces and equipment.</p> <p>g. Additional / Specific assessment are produced for certain high-traffic or use buildings, where the risk justifies and requires a specific assessment.</p>			
r.	Laboratory and similar spaces	<p>College Technical and Support staff Research and Activity leads</p> <p>CS staff Contractors</p>	<p>a. The relevant College will implement appropriate controls to ensure scientific and similar activity can be undertaken safely and in accordance with Covid-19 controls.</p> <p>b. Laboratory equipment and the like will be cleaned before each use - unless they have been quarantined for three days.</p> <p>a. Additional laboratory Covid-19 risk assessments and Standard Operating Procedures will be produced, as appropriate. This would specifically be required for multiple occupancy research laboratories and locations.</p>	<p>3.</p> <p>5.1</p> <p>5.3</p> <p>5.13</p> <p>5.15</p> <p>7.7</p> <p>10.</p>	a.	
s.	Library Spaces	Staff and students	<p>a. Library spaces will operate under 2m physical distancing, with reduced seating available at study tables.</p> <p>b. Book quarantine will no longer operate, in accordance with national Library guidance, and staff will ensure good hygiene and regular sanitising of hands.</p>	<p>2.</p> <p>5.1</p> <p>5.3</p> <p>5.6</p> <p>5.7</p> <p>7.7</p> <p>10.</p>	a. Review arrangements in October/November to ensure their suitability and to assess whether controls may be relaxed.	Digital Services / H&S

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			c. Capacities and usage of library space will be evaluated and reviewed if there is any concern			
t.	Halls of Residences, Sports Facilities, Catering and Drinking Venues		<p>a. Separate Risk Assessments and Operating Procedures are in place for Halls of Residences and Sports Facilities.</p> <p>b. Assessment and protocols are in place for the Academi, Bar Uno, Cafés and Shops.</p> <p>c. It is noted that Academi operates the Covid-Passport for entry.</p>	<p>5.1</p> <p>5.5</p> <p>5.6</p> <p>5.7</p> <p>5.10</p> <p>5.13</p> <p>5.14</p> <p>5.15</p> <p>7.4</p> <p>7.5</p> <p>7.7</p> <p>10.</p>	a.	
u.	Cinema and theatre (public use at Pontio)		<p>a. The cinema and Theatr are currently operating at circa 50% capacity, with every other row of seats not in use.</p> <p>b. Capacity and usage controls will be reviewed alongside national guidance.</p>	<p>2.</p> <p>5.5</p> <p>7.4</p> <p>7.7</p> <p>10.</p>	a. Review capacity and arrangements in November	Pontio Arts / H&S / HSEMTG
v.	TEACHING: Contact Groups (Amber activity)	Staff and Students	<p>a. A separate, more detailed, risk assessment has been produced for cohort teaching. Covid-19 (bangor.ac.uk)</p> <p>b. Teaching and seminar spaces will be set-up and operate with small Contact Groups for students, with lecturers able</p>	<p>2.</p> <p>3.</p> <p>5.</p> <p>5.1</p> <p>7.7</p> <p>10.</p>	a. Review arrangements per the Review Schedule.	HSEMTG

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>to remain at least 2 metres physically distant whilst teaching.</p> <p>c. Contact Groups: A key feature of the University's risk management approach for the start of the 2021/22 academic year is the use of single or multiple small Student Contact Groups, where those within the Contact Group do not need to sit 2 metres from their friends. Operating with small Contact Groups will reduce the risk of larger-scale transmissions. It will also reduce the numbers of students who will be contacted by Test, Trace & Protect and subsequently advised to self-isolate (if unvaccinated) or to obtain PCR Covid Tests, if considered to have been in close contact with a Covid-19 positive person.</p> <p>d. Controls will, initially at least, result in a reduced occupancy & room capacity and footfall in circulation spaces.</p> <p>e. Room layouts will reflect the contact group arrangement, which will be a single cohort of up to 30 students and multiple smaller contact groups for capacities greater than 30.</p> <p>f. Timetabled sessions will allow a 20-minute break, to reduce corridor and staircase interactions and enable the room to be ventilated before the next cohort.</p>			

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
w.	TEACHING & In-Person Academic GREEN Activity: Risk Assessment & Procedures	Staff and Students	<ul style="list-style-type: none"> a. In some cases, the previous socially distant teaching event may still be undertaken, utilising physical distancing. b. A separate Covid-19 General Risk Assessment has been produced for all GREEN Activity (Teaching and In-person Events). 	<ul style="list-style-type: none"> 2. 3. 5. 5.1 7.7 10. 	LINK TO RISK ASSESSMENT	
x.	Other AMBER and RED Covid-Risk Activities	Staff, Students and all others impacted by the activity	<ul style="list-style-type: none"> a. All activities that cannot entirely be undertaken through employing Covid-19 controls, such as physical distancing or Contact Group Teaching Protocols, should be separately risk assessed and an Operating Procedure produced. b. For activities to be considered for approval a Justification Statement is required, summarising why the activity cannot be undertaken under GREEN/Cohort control measures and explaining why the activity should still occur and cannot be curtailed or deferred. c. For AMBER activities, these should be considered and approved by the relevant Head of School or Director of Professional Services. Assistance in producing assessments and protocols is available through the central H&S team. d. For RED activities, these must firstly be considered by the Head of School or Director of Professional Services and 	<ul style="list-style-type: none"> 5.1 5.15 7.7 10. 	a.	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<p>thereafter be considered and approved by the relevant Executive member for the activity area, and then the Health, Safety & Emergency Management Task Group.</p> <p>Assistance in producing assessments and protocols is available through the central H&S team.</p> <p>Once the Task Group has approved a particular way of working, under Red Risk Category, that particular Red Risk working methodology may subsequently be approved by Health & Safety, following approval by the relevant Executive member. This approval mechanism removes the need for the Task Group to consider the same 'activity' type several times and removes delays in the approval process.</p> <p>Justification for undertaking Red Risk activity remains important, as does sign-off by the Head of School, Dean, and relevant PVC.</p>			
y.	Activity Risk Assessments and controls: Including Standard Operating Procedures	All activities and those impacted	a. Each College and Service is requested to consider Covid-19 Risk for all their activities and to update their Risk Assessments and Operating Procedures accordingly, in accordance with the GREEN, AMBER and RED activity categorisation.	5.1 7. 7.7 10.	a. Prompt Colleges and Professional Services to review their own Coronavirus Risk Assessments. October/November 2021	H&S

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<ul style="list-style-type: none"> b. All Services and Colleges are required to review their activity risk assessments taking into account Covid control measures. c. All Colleges and Services should be reminded to review their risk assessments, in light of more transmissible variants and changes in Covid controls. 			
z.	Use of Coaches and Minibuses (Different arrangements are in place for the Students Union)	All participants	<u>Coach Travel</u> Coach travel is regarded as an AMBER Activity and must follow the controls specified in the central risk assessment for coach travel: Covid-19 (bangor.ac.uk) <ul style="list-style-type: none"> a. Coach Travel would normally operate at circa 50% capacity, up to a maximum of 30 per coach. b. Use of coaches will be in accordance with national coach operator guidance and transport requirements issued by the Welsh and UK governments. This will normally result in a significantly reduced capacity. c. Face coverings must be worn on all coach journeys. d. The Check-in App must be used for each coach cohort, with a separate code generated for each coach cohort. <u>Minibuses</u>	5.1 10.	LINK TO USE OF COACHES RISK ASSESSMENT	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			<ul style="list-style-type: none"> e. The Use of Minibuses and other multi-passenger vehicles designed to carry 17 or fewer passengers is authorised for up to 50% capacity. f. Passengers and drivers should register on the Check-in App and record all journeys. g. Drivers and passengers are required to wear face coverings and to keep the vehicle well ventilated. 			
aa.	Academic Year 2021/22 – Regular Review of arrangements and controls	All persons directly impacted by the University	<ul style="list-style-type: none"> a. The University’s Teaching and covid arrangements, together with requirements for face coverings and general coronavirus controls, are to be assessed and reviewed periodically throughout the academic year. b. Formal reviews will commence in October 2021 and will seek to evaluate the effectiveness of current controls and assess whether these are appropriate to the risk and prevalence of Covid-19 at the University, and remain compliant with legislation and good practice. 		a. Establish a review group and basic TOR, including reporting line.	HSEMTG
bb.	Use of Vehicles (shared use)	Driver and passenger	a. The Health, Safety and Emergency Management Task Group approved at its meeting in March 2021 that vehicles may be used with up to 1 passenger (or two households). Vehicle use must be approved by the relevant College and	2. 5.1 10	a.	

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			Safe Operating Procedure employed, windows open and face coverings worn.			
cc.	UK Fieldwork, travel, and Placements	Participants	<ul style="list-style-type: none"> a. Research and student project fieldwork are now authorised provided they are in accordance with travel and cohort controls and have been approved locally. b. Risk Assessments required for all approved fieldwork. c. Work experience placements must follow the recently introduced pre-placement Covid-screening protocols. d. Continuation of Fieldwork and Placements will be considered as part of the regular Review arrangements (item 'Academic Year 2021/22 – Regular Review of arrangements and controls'). 	<ul style="list-style-type: none"> 2. 5.1 5.12 7.7 8. 10. 	a. Colleges to produce protocols for all fieldwork activity (Taught & Research) that suitably consider travel/transport risk and group working on-site. (on-going)	All Colleges
dd.	Overseas Travel, Working and Placements	Participants	<p>International Travel will recommence in October 2021. Further information is available here: https://www.bangor.ac.uk/hss/inflink/overseas.php.en</p> <ul style="list-style-type: none"> a. Overseas travel to unrestricted (FCDO) countries and regions possible subject to activity approval by the relevant College / Service. b. Travel to Rel-Listed destinations will only be approved in exceptional circumstances and be approved by a member of the Executive. 	<ul style="list-style-type: none"> 4. 5.1 10. 		

Ref No	What are the Hazards or Issues?	Who/What is at Risk?	Existing Controls	Legislation Ref	Further Controls	Action By
			c. International travel and placements may be authorised, subject to Covid assessment and in line with the new Placement Learning Covid protocols.			
ee.	Monitoring and Review Arrangements: Establish critical point monitoring and overall review of controls and arrangements	All involved <i>Institutional risk if arrangements fail to safeguard people</i>	a. The Health, Safety and Emergency Management Task Group will oversee the implementation and monitoring of Covid security and mitigation, including outbreak contingency planning. b. H&S Staff undertake regular inspections on-site to assess and identify compliance and behaviour. These are recorded and actions taken where problems identified. c. Academic Year 2021/22 teaching and associated arrangements will be regularly reviewed per Academic Year 2021/22 – Regular Review of arrangements and controls	5.1 7.7 10.	a. Regular Reviews, per Academic Year 2021/22 – Regular Review of arrangements and controls, to be scheduled.	HSEMTG

Equality Impact Assessment to sit alongside.

Version	Date	Version	Date	Version	Date	Version	Date
Initial	14/05/20	4	26/09/20	8	12/01/2021	12	24/09/2021
1	16/06/20	5	05/10/2020	9	14/04/2021		
2	24/08/20	6	23/10/2020	10	08/06/2021		
3	12/09/20	7	04/11/2020	11	25/08/2021		

This risk assessment replaces the ‘Management arrangements in response to Coronavirus (Covid-19) Risk assessment’ which was first produced on 14th February 2020.

Ref	Primary Welsh Government and UK Legislation and Guidance
-----	--

RA ref	preventing the spread of Covid-19 in the workplace
--------	--

Version Number	12
----------------	----

1.		All aspects come under the general requirements of Sections 2, 3, 4, 7 and 8 of the Health and Safety at Work etc. Act.
2.		The Health Protection (Coronavirus Restrictions) (<i>as amended</i>) (Wales) Regulations 2020 (incl. Requirements to stay at home and not to gather, restriction on travelling into Wales, wearing of face covering in certain indoor public places. Legislation also covers offences committed by bodies corporate etc. and individuals). <i>Replacing</i> . As amended (vs.2021)
3.		Labs and research-facilities: Coronavirus Workplace Guidance
4.		The Health Protection (Coronavirus, International Travel) (Wales) Regulations 2020 (as amended)
5.		Keep Wales Safe: Covid-19 Guidance for Higher Education
	.1	Health and Safety (undertake a suitable and sufficient risk assessment, employing the hierarchy of risk control)
	.2	Extremely vulnerable or previously shielding staff, Page 8. (individual risk assessments)
	.3	A Phased approach – Covid Secure (phased approach to resuming activities)
	.4	Test Trace Protect
	.5	Wider campus services
	.6	Gatherings
	.7	Use of face coverings
	.8	International Students – 10-day self-isolation (& hotel quarantine)
	.10	Accommodation guidance (incl. Student accommodation as a workplace)
	.11	Students and staff in need of support
	.12	Managing delivery safely: workplace learning, HE apprenticeships and franchise delivery (placements and franchises)
	.13	Cleaning and hand hygiene protocols
	.14	Actions following a suspected (showing symptoms) or confirmed case of COVID-19
	.15	Personal protective equipment (PPE)
	.16	Annex A: Approach to risk estimation and management
6.		COVID-19 workforce risk assessment tool – All Wales COVID-19 Workforce Risk Assessment Tool
7.		Keep Wales safe at work. Workplace guidance for employers and employees during Coronavirus (COVID-19)
	.1	Carry out a Covid-19 Risk assessment
	.2	Take practical measures to work safely and actively implement Test, Trace, Protect in the workplace
	.3	Help staff to work from home whenever possible
	.4	Maintain 2m physical distancing in premises open to the public and where work is being carried out, where possible
	.5	Where people cannot be 2m apart, manage the risk of exposure to Coronavirus
	.6	Face Coverings
	.7	Five principles for safety at work. 1. Care: Our health and well-being come first. 2. Comply: The laws that keep us safe must be obeyed. 3. Involve: We all share the responsibility for safe work. 4. Adapt: We will all need to change how we work. 5. Communicate: We must all understand what to do
8.		Higher education Coronavirus firebreak guidance
9.		Self-isolation: stay at home guidance for households with possible Coronavirus

10.	Management of Health and Safety at Work Regulations
11.	Alert Level 0: Welsh Government Guidance for Employers
12.	Infection Control: Welsh Government Guidance for Higher Education (dated 20 August 2021)