



COVID-19 Risk Assessment

Plas Caerdeon is subject to Welsh Government Covid-19 guidance, and this is, in some cases, different to other home nation guidance. For example, it is still mandatory for those aged over 11 to wear face coverings indoors in most public places and social distancing is still encouraged. Face coverings must be brought to all residential to Plas Caerdeon.

General	
Hazard	Control Measures
Dissemination of information and protocols	<ul style="list-style-type: none"> All visiting staff are required to read this document to ensure they understand the protocols that have been put in place to ensure group safety. On arrival, all groups will be briefed to ensure that they are fully conversant with the principle measures in place to protect them and centre staff during their stay at Plas Caerdeon. All participants are required to be present at that briefing.
Transmission of Covid-19 due to an infected participant coming on a course	<ul style="list-style-type: none"> Participants over the age of 18 are encouraged to take a lateral flow test the day before their course starts. Students, pupils and staff have the responsibility to ensure they have none of the signs and symptoms that would indicate Covid-19 infection in the 24 hours prior to departure for the centre. If there is any indication that they have Covid-19 symptoms, or have been in contact with someone who is infected with Covid-19, then they must not travel to the centre. Courses will only go ahead that fall within the current UK wide guidance and legislation.
Transmission of Covid-19 due to the centre staff being infected with Covid-19	<ul style="list-style-type: none"> Centre staff are requested to carry out a lateral flow test the day before a course starts and mid-week for course of 5 days or more. Positive tests must be reported to the Head of Centre and using the NHS system. Centre staff have a responsibility to ensure they have none of the signs and symptoms that would indicate Covid-19 infection in the 24 hours prior to the commencement of a course. If there is any indication that they have Covid-19 symptoms, or have been in contact with someone who is infected with Covid-19, then they must contact the Head of Centre immediately and not come to work. Courses will only go ahead if it falls within the current UK wide guidance and legislation.
Activities	
Transmission of Covid-19 due to poor hand hygiene	<ul style="list-style-type: none"> Covid-19 precautions will be discussed with participants at first meeting and regular hand washing will be encouraged during the day, e.g. before and after eating, before and after touching shared equipment, etc. During outdoor activities soap and water will not be available so hand sanitiser will be used in its stead.

	<ul style="list-style-type: none"> Participants are requested to bring adequate supplies of hand sanitiser for personal use and extra will be provided.
Transmission of Covid-19 due to use of public facilities, such as shops, public toilets, indoor climbing walls or cafes	<ul style="list-style-type: none"> When using indoor climbing walls, cafes, shops and public toilets, participants will be requested and expected to follow the Covid-19 guidance of the establishment.
Transmission of Covid-19 through touching shared surfaces/use of equipment	<ul style="list-style-type: none"> Centre equipment will have been cleaned or quarantined appropriately prior to use and between uses with different courses/groups of participants. Shared equipment will be cleaned or quarantined appropriately between courses. Participants will be encouraged to use hand sanitiser after touching surfaces such as stiles and gates, pay points and at regular intervals during the day.
Transmission of Covid-19 through proximity to others (i.e. lack of social distancing) and aerosol transmission	<ul style="list-style-type: none"> Participants are required to provide adequate face coverings for personal use for the duration of their course. The majority of the day will be spent outdoors, except where an indoor activity has been planned, e.g. indoor climbing. Where possible, social distancing should be maintained during activity and briefings/teaching. Opportunities will be sought to maintain social distancing, such as choosing venues and activities that minimise close social contact. Where it is not possible to maintain social distance, the activity will be time limited and face coverings will be worn by staff and participants. Attempts will be made whenever possible to have discussions between instructors and participants not facing each other directly.
Transmission of Covid-19 due to the need for first aid or rescue	<ul style="list-style-type: none"> Participants are required to bring any necessary personal medication with them so that they can be as personally responsible as possible for minor issues. A first aid kit and appropriate PPE (medical gloves and face mask) will be carried by the instructor, however, participants will be encouraged to carry out their own minor first aid, e.g. applying plasters. A cautious approach will be taken to activity and venue choice, with regards to participant abilities and fitness, weather and underfoot conditions.
Transport	
Transmission of Covid-19 due to shared transport	<ul style="list-style-type: none"> During minibus transport to and from activities adults will be asked to wear face coverings and windows will be opened for ventilation. Under certain circumstances, individuals or established groups may choose to travel independently.
Main House and Cottages	
Transmission of Covid-19 due to poor hand hygiene	<ul style="list-style-type: none"> Covid-19 precautions will be discussed with participants at first meeting and regular hand washing will be encouraged during the day, e.g. before and after eating, before and after touching shared equipment, etc. Hand sanitiser has been placed at all strategic points around the centre and participants are encouraged to carry a personal supply at all times.

<p>Transmission of Covid-19 through touching shared surfaces/use of equipment</p>	<ul style="list-style-type: none"> • Centre fittings and furnishings will have been cleaned between uses with different groups of participants. • Participants will be encouraged to use hand sanitiser after touching surfaces such as bannisters, door handles, chairs, tables, etc. • Participants should wash or sanitise their hands before and after using the toilets and bathrooms.
<p>Transmission of Covid-19 through proximity to others (i.e. lack of social distancing) and aerosol transmission</p>	<ul style="list-style-type: none"> • Participants are required to provide adequate face coverings for personal use for the duration of their course. Welsh Government guidelines currently require face coverings to be worn indoors by those aged over 11. • Whole group briefings will be kept to a minimum and will take place outdoors wherever possible, or in smaller socially distanced groupings. • Where it is not possible to maintain social distance, the activity will be time limited and face coverings will be worn by staff and participants. Attempts will be made whenever possible to have discussions between instructors and participants not facing each other directly.
<p>Transmission of Covid-19 due to the need for first aid</p>	<ul style="list-style-type: none"> • Participants are required to bring any necessary personal medication with them so that they can be as personally responsible as possible for minor issues. • A first aid kit and appropriate PPE (medical gloves and face mask) will be available from the main office, however, participants will be encouraged to carry out their own minor first aid, e.g. applying plasters.
<p>Transmission of Covid-19 during meal times</p>	<ul style="list-style-type: none"> • Meal times will be carried out in a fashion appropriate to the group type. For example, we will attempt to replicate the dining arrangements used by schools and other organised groups. • Participants will collect food from the serving area which will enable kitchen staff to maintain social distance behind the heated servery. • Large groups will be seated in split sittings to allow for social distancing.
<p>Transmission of Covid-19 in bedrooms</p>	<ul style="list-style-type: none"> • Participants will be allocated a room with peers and it is imperative that they do not enter any other bedroom during the course of their stay. • Within that room it is very important that participants confine themselves to the use of one bed only. Should it be necessary to use another bed, they must consult an appropriate member of staff beforehand. • Groups are encouraged to leave windows open to allow for good ventilation and are also encouraged to wear extra clothing layers to facilitate this. • It is the participant's responsibility to keep their room clean, tidy and fire safe during their stay. Centre staff will only enter bedrooms during a course to deal with specific issues, such as accidental soiling of bed clothes, at the behest of visiting staff. This is to minimise the risk of infection to visitors and staff alike. We request that visiting staff ensure participants under 18 are complying with these rules.
<p>Participant with suspected Covid-19 infection</p>	<ul style="list-style-type: none"> • Participants with suspected Covid-19 infection will be required to self-isolate in a designated room and returned home at the earliest possible opportunity. They will be requested to take a PCR test and report the result back to the Head of Centre. • Areas used by the participant will be deep cleaned at the earliest opportunity. • Fully vaccinated adults, people under 18 and vaccine trial participants will not need to self-isolate if they are in close contact with someone with

	<p>suspected Covid-19. Those over 18 without full vaccination will have to self-isolate until the results of a lateral flow test can confirm they are free of infection. Participants unwilling to take a lateral flow test will be requested to return home at the earliest opportunity.</p> <ul style="list-style-type: none"> • If any of these circumstances reduce the staffing to an unacceptable level to maintain the safety of the course, an additional member of staff will need to be provided by the visiting organisation.
<p>Centre staff with suspected Covid-19 infection</p>	<ul style="list-style-type: none"> • Centre staff with suspected Covid-19 infection will be required to go home at the earliest possible opportunity and they will need to obtain a negative PCR test before they can return to work. • Fully vaccinated adults, people under 18 and vaccine trial participants will not need to self-isolate if they are in close contact with someone with suspected Covid-19. Those over 18 without full vaccination will have to self-isolate until the results of a lateral flow test can confirm they are free of infection. Participants unwilling to take a lateral flow test will be requested to return home at the earliest opportunity. • Additional staff may need to be called upon to maintain suitable ratios.