



**Salisbury Museum: COVID-19 Hazard Information for Schools**

From Guidance for full opening: schools – Section 1: Public health advice to minimise coronavirus (COVID-19) risks. Published 7 August 2020. Available at: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

This hazard information is for schools visits and COVID-19 for the autumn term 2020, as an addition to site-specific Control of COVID-19 Venue Operation Risk Assessment

Standard risk assessment and hazard information for schools still apply.

The measures are subject to change according to government guidance, and updates will be posted on our website.

Schools are required to carry out their own risk assessment based on this information.

Any questions or requests for further information can be directed to: [owainhughes@salisburymuseum.org.uk](mailto:owainhughes@salisburymuseum.org.uk)

Updated: 24 August 2020 by Owain Hughes Review date: 24 September 2020

Preventive and protective measures will be monitored and reviewed regularly, to ensure the measures are working, and to take action to address any shortfalls.

Prevention	What the school must do	What the museum is doing
1 Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID19) symptoms, or who have someone in their household who does, does not attend	<ul style="list-style-type: none"> <li>• Ensure that pupils, staff and other adults do not visit the museum if they have coronavirus (COVID-19) symptoms or have tested positive in the last 10 days</li> <li>• Ensure anyone developing these symptoms during the visit is immediately sent home</li> </ul> Inform museum staff immediately if anyone develops these symptoms while at the museum	<ul style="list-style-type: none"> <li>• Staff instructed to remain at home if displaying any symptoms</li> <li>• Anyone displaying clear symptoms whilst on the premises will be asked to leave immediately</li> <li>• Any potentially contaminated surfaces will be sanitised immediately</li> </ul>

	<ul style="list-style-type: none"> <li>• If anyone is awaiting collection, they must wait outside the museum, 2 metres away from other people. Children must have appropriate adult supervision</li> </ul>	
2 Clean hands thoroughly more often than usual	<p>Ensure that pupils clean their hands regularly while at the museum, including when they arrive, and before and after lunch</p> <ul style="list-style-type: none"> <li>• Supervise and support the children in handwashing and use of sanitiser stations</li> </ul>	<ul style="list-style-type: none"> <li>• Hand sanitiser stations readily available throughout the museum building</li> <li>• Staff encouraged to regularly wash or sanitise hands</li> </ul>
3 Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it, approach	<p>Ensure that this routine is followed by all pupils, staff and other adults when in the museum</p> <ul style="list-style-type: none"> <li>• Ensure that they bring with them enough tissues to support pupils and staff to follow this routine</li> <li>• Supervise and support the children in this routine</li> </ul>	<p>Bins provided throughout the museum building and emptied regularly</p>
4 Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products such as detergents and bleach	<p>Inform a member of museum staff immediately if a frequently touched surface requires cleaning to reduce risk of COVID-19</p>	<ul style="list-style-type: none"> <li>• Staff Risk assessment available on request 'COVID-19 Risk Assessment for Public Coming into Building'</li> <li>• Frequently touched locations included on cleaning rota e.g. buttons, banisters, door handles etc.</li> <li>• Museum Hall cleaned after each school visit</li> </ul>
5 Minimise contact between individuals and maintain social distancing wherever possible	<p>Bring only one 'bubble' to visit the museum on any one day</p>	<ul style="list-style-type: none"> <li>• School capacity limited to One school 'bubble' per day</li> </ul>

	<ul style="list-style-type: none"> <li>• Act to minimise the contact between children, staff and other adults and museum staff as appropriate to the age of the children. This includes: to encouraging social distancing where possible, to not touch museum staff where possible, to keep their school group separate from other visitors and staff where possible</li> </ul>	<ul style="list-style-type: none"> <li>• School visits only hosted on Monday – Wednesday when the museum is closed to the public</li> <li>• Signage to inform visitors of measures being taken and expected behaviour</li> <li>• Safe outdoor space available for school to wait to enter the building, if required</li> <li>• School groups to be met on arrival and have workshop led by the same member of museum staff to minimise contacts</li> <li>• Lunch room</li> <li>• One-way system implemented around the exhibition space in order to prevent cross-traffic / overcrowding</li> <li>• Museum staff instructed to practise physical distancing wherever possible</li> <li>• Perspex screens installed at all counters</li> </ul>
Other considerations	<p>Pencils, pens, clipboards, worksheets etc. will still be provided by the museum. These will then be cleaned and quarantined for 72 hours before use by a subsequent bubble</p> <ul style="list-style-type: none"> <li>• Schools must bring to the museum only essentials such as lunch and coats</li> </ul>	<p>Pencils, pens, clipboards, worksheets etc. will be cleaned and quarantined for 72 hours before use by a subsequent bubble</p> <ul style="list-style-type: none"> <li>• Any equipment or handling will not be shared between bubbles without a 72 hour quarantine between sessions</li> </ul>
6 Where necessary, wear appropriate personal protective equipment (PPE)	<ul style="list-style-type: none"> <li>• If PPE is required, schools must bring their own</li> </ul>	
<b>Response to any infection</b>	<b>What the school must do</b>	<b>What the museum is doing</b>

7 Engage with the NHS Test and Trace process	<ul style="list-style-type: none"> <li>• If any member of a school group tests positive for COVID19 and visited the museum whilst they were infectious, the school must inform the museum immediately</li> </ul>	<ul style="list-style-type: none"> <li>• The museum will engage with the NHS Test and Trace process – school contact details will be passed to the NHS Test and Trace team if requested</li> <li>• If a member of museum staff tests positive for COVID-19, schools who have visited the museum in the period that the person was infectious will be informed immediately</li> </ul>
8 Manage confirmed cases of coronavirus (COVID-19) amongst the school community	N/A	N/A
9 Contain any outbreak by following local health protection team advice	In the event of the school being unable to visit the museum as planned due to COVID-19 (e.g. due to an outbreak, local lockdown or school closure following government or local health protection team advice), the school must inform the museum immediately to postpone or cancel the visit at no cost to the school	<p>The museum will follow local health protection team advice</p> <ul style="list-style-type: none"> <li>• In the event of the museum closing due to COVID-19 (e.g. through an outbreak, changes in government guidance or local lockdown), the school will be informed, and upcoming school visits postponed or cancelled at no cost to the school</li> </ul>
Alternative provision	School groups in alternative provision settings who have additional or different requirements must contact the museum in advance of the visit to discuss these requirements	The museum welcomes all alternative education providers and will liaise with them to discuss reasonable adjustments in line with protective measures, while following public health advice to minimise the risks of COVID-19 transmission