

Appendix A: BAME Risk assessment tool

Strategies for mitigating risk

It is clear that for BAME staff with any underlying health conditions that increase the risk of Covid19 exposure, home-working should be the default. For others, risk can be mitigated, where possible following individual risk assessment.

Here are some examples.

Adjustment of the work environment to reduce the risk	i.e. PPE, testing, enhanced cleaning, relocation, staggered entry/pick up, no physical class time, working with older pupils only...
Identification of existing tasks that can be carried out at home.	i.e. ensuring suitable home environment, internet access, reasonable adjustments, training...
Identification of alternative work that can be undertaken at home.	i.e. rescheduled non-essential meetings, reduced contact time, blended approach, shifted focus
Provision of support for individual wellbeing.	i.e. reduced workload, regular wellbeing check-ins, bereavement support, access to local-authority provide wellbeing support, participation in planning, compassionate leave...

Risk Assessment Template

The next page contains an example template to support the individual risk assessment process.

It can be adapted to fit your workplace and personal circumstances. It should be amended in collaboration with you, before use.

It is intended to support evaluation of risks and to identify the necessary adjustments and mitigations to minimise these, and is additional to the general risk assessments that must be in place in all establishments before schools can re-open to staff or pupils.

Assessing and Acting Upon Risk to BME Teachers: Template Risk Assessment

Please comment on all factors you feel apply to you.

General information	
Staff member's name	
Job title	
Line Manager	
Date of assessment	
Review date	

Information about current post	
Work location(s)	
Working hours	
Type of transport required to go to workplace	
Ability to physically distance in workplace	
Direct contact with other adults	
Direct contact with children under 12	
Direct contact with children over 12	
Access to appropriate handwashing facilities	
Access to PPE as appropriate	

Health factors and underlying conditions		
Health issue	Yes/No	Agreed Action (e.g. working from home, allocated to older pupils who can adhere to social distancing, provision of PPE in school, outdoor learning, working with smaller groups of children...)
In shielding category		
Living with someone in shielding category		

Underlying health condition i.e. chronic lung disease, chronic heart disease, cancer, pregnancy, immunosuppression, respiratory issues		
Pregnant		
Age 50 or over		
Living with BAME person who is pregnant/age 50 or over/has underlying health condition i.e. chronic lung disease, chronic heart disease, cancer, pregnancy, immunosuppression, respiratory issues		
Other		

Home Environment and Family Circumstances		
Key issue	Yes/No	Agreed Action (e.g. working from home, allocated to older pupils who can adhere to social distancing, provision of PPE in school, outdoor learning, working with smaller groups of children...)
Living with other BAME person/people		
Providing care to other BAME person/people		
Living with BAME person who is pregnant/age 50 or over/has underlying health condition i.e. chronic lung disease, chronic heart disease, cancer, pregnancy,		

immunosuppression, respiratory issues		
Ability to self-isolate in own home if necessary		
Dealing with bereavement		
Dealing with close family/ friend illness		
Other		

Mental health and wellbeing		
Wellbeing issue	Yes/No	Agreed Action (reduced workload, check-ins, bereavement support, wellbeing support, participation in planning, compassionate leave...)
Stress caused by higher risk of Covid19 facing BAME groups and anxiety about myself/others being exposed to risk		
General mental health/wellbeing issues		
Anxiety about racist incidents related to Covid19		
Other		

Additional considerations

To avoid disadvantage to BAME Members who are working from home due to increased risk, employers should ensure that appropriate training, support and equipment is provided. This includes equipment such as laptop and improved access to the internet as required.

Staff working from home should be allowed to work flexibly taking a task-based approach and compensated for the increase in expenses associated with running a home office and should be allowed to work flexibly taking a task-based approach.

Consideration should be given also to BAME staff who are parents and carers, in terms of the impact that working from home may have on their time and wellbeing. It should not be expected that staff with caring responsibilities take on work at night-time, as this amounts to unreasonable pressure. Rather, workload should be reduced and adapted to accommodate homeworking, where possible.

Staff may feel guilty for continuing to work from home, or stressed about perceptions from other staff members or pupils. This should be considered in the context discussing their overall wellbeing.

The risk assessment should be a live document and regularly reviewed and updated. Clear actions should emerge from the process and be monitored accordingly.

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