



COVID-19 Mitigation Procedure

School:	Date of Assessment: August 2020 for September
Assessed by (name): Rebecca Fisher Approved by (name):	Date of Review: Ongoing as needed

This document is an addendum to the Covid-19 mitigation procedure in place at the school and is particular to the work carried out by therapists visiting school in a peripatetic capacity. This is written, to the best of knowledge at the time of writing and in line with BACP, NCS and British Association of Play Therapists advice.

There will be new privacy policies to sign as a result of the current climate. Work cannot be carried out until these are signed. Thank you.

Risk Type	Issue/Hazard	Measures to Minimise Risk	Actions and comments
Reducing risk of contamination and spread before/during/after a session.	Pupils, staff.	<ul style="list-style-type: none"> ● Each room will have hand sanitiser, single use tissues positioned on the table, cleaning fluid, and visors available. The room must be ventilated due to the need to keep doors closed to maintain confidentiality. ● Each room will be cleaned and disinfected before and between appointments: the therapy chairs, table and other surfaces will be wiped down with antibacterial wipes. ● Clients are able to use the toilet in line with the school's own mitigation procedure (as indicated by the therapist) and these toilets will be cleaned in line with the mitigation procedure already approved. They must follow the one-way system as indicated, wait for a chance to use the toilet and wash their hands appropriately. The therapist may accompany the client if necessary to and from the room but maintain a suitable distance. ● Only the therapist will open and close any doors with a clean tissue or wipe and use hand sanitiser. ● The therapist will wear a visor which will act as a 'sneeze screen' and will be in place between the therapist and client. The client can wear a face covering if they so wish, in line with the mitigation policy. ● Parties will sit at least 2m apart. If closer work is necessary, then this will take place by an open window, or door if confidentiality allows. 	<p>Client sessions will be shorter and more spaced out than usual to allow for these procedures to occur.</p> <p>Sanitiser, cleaning products to be either supplied by school or by therapist.</p> <p>School must inform therapist about own mitigation procedure.</p>

		<ul style="list-style-type: none"> ● After each client leaves, windows and doors left open for at least 5 minutes to air the room. ● Clients should bring their own drinking water (or alternative) as none can safely be provided at present ● Hand sanitiser and tissues are available throughout the session for clients to use at will. Tissues provided will be singular rather than from a packet to prevent cross-contamination. 	
Resources	Pupils, staff.	<ul style="list-style-type: none"> ● Resources will be particular only to the child; e.g. individual packs of Play Doh, Lego, pencil crayons will be supplied. These will be bagged and named and used by only that child. Sessions will be limited in their range due to the lack of resources available. ● Resources that cannot be sanitised or used individually will not be used. Children may need to be talked to about why their sessions have altered so much. 	Resources to be provided by therapist.
Entering / leaving the room	Pupils, staff.	<ul style="list-style-type: none"> ● The therapist will collect the child from the classroom once the room is clean. ● The therapist will open the door fully and step back to allow the client to cross the threshold safely. ● Hand sanitiser will be available for the client to use on arrival. ● The therapist may ask the client how they are feeling on entering to ascertain whether there is any risk. 	

		<ul style="list-style-type: none"> ● The therapist will wait for the client to be seated and will then enter the room. The chairs will be 2 metres apart where possible. ● On leaving, the therapist will open doors using a clean tissue and be followed by the client – maintaining social distance wherever possible. 	
Client feels unwell / therapist feels unwell.	Pupils, staff.	<ul style="list-style-type: none"> ● If a client feels unwell during a session, then the therapist is to follow the school's protocol in order to isolate the client and keep themselves safe in a timely manner. The therapist must be well aware of the school's protocol. ● If the Therapist feels unwell, they must terminate the session immediately and carry out actions according to the school's mitigation procedure, in a timely manner. ● Should the Therapist become unwell then they will adhere to the necessary testing / isolation procedures. If the therapist is incapacitated, then the school will need to undertake steps to provide care to the young person, e.g. signpost them to another service, for example their GP or School Nurse. 	Therapist to be informed of schools mitigation procedure.
Therapist prevention of contamination	Pupils, staff.	<ul style="list-style-type: none"> ● The therapist should not be aware of being exposed to COVID before they carry out any work. ● The therapist should maintain social distancing when out in public, take necessary precautions regarding hand washing and sanitising and not knowingly increased their risk of contracting the virus. 	
Therapist log and privacy policy.	Pupils, staff.	<ul style="list-style-type: none"> ● The therapist will keep an anonymous but meaningful list of contacts with clients available in case of contracting the virus. 	Letter to be sent and a receipt signed in addendum to counselling

		<ul style="list-style-type: none">● Clients must be made aware that their details may be passed onto the NHS Track and Trace service if they are identified as needing to be contacted as a result of the therapist or other clients falling ill. This may mean contacting people at other schools also.	consent. Client's to be made aware of this at first meeting, as part of re-contracting.
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