

## FIRST LEGO League Explore – COVID-19 Risk Assessment Guidance

This document provides guidance on the potential risks of spreading COVID-19 associated with running *FIRST LEGO League Explore*, along with ideas of safety measures that can be put in place to minimise these risks. It aims to assist you in creating a risk assessment specific to running *FIRST LEGO League Explore* in an extra-curricular or out-of-school setting.

This document is not an extensive risk assessment and should be reviewed/adapted to meet your school or organisation's specific needs and procedures. Use the '[FLL Explore - Guidance for team coaches](#)' to develop your plan on how to deliver the Explore sessions during COVID-19. Your *FIRST LEGO League Explore* risk assessment should work alongside your school or organisation's existing risk assessments, local health official guidance, and the [NHS \(UK\)](#) or [HSE \(Ireland\)](#) advice.

NOTE: **Yellow sections** require specific details relating to how you will run sessions, and to your school or organisation's procedures.

Hazard	Safety measures
Session structure and space	<ul style="list-style-type: none"> <li>- Remind team members of protocols during the session, including <b>[agreeing who can and cannot handle kit, who can handle LEGO, avoid sharing kit, social distancing, etc.]</b>.</li> <li>- The Team Meeting Guide and Engineering Notebooks to be used to structure the session and plan what equipment is and is not required during a session.</li> <li>- <b>Team members all from same bubble OR team members from across two bubbles separated into two groups that work in separate spaces.</b></li> <li>- <b>[Specifics around the space being used: large hall space, well ventilated, allocated seats, etc.]</b></li> <li>- Cleaning staff informed of when space is being used and of any additional cleaning requirements.</li> </ul>
Social Distancing	<ul style="list-style-type: none"> <li>- Staff and children reminded to stay <b>[2m]</b> apart where possible.</li> <li>- Team reminded to socially distance at the beginning of each session.</li> </ul>
Use and building of	<ul style="list-style-type: none"> <li>- Relevant cleaning materials to be available to clean LEGO</li> <li>- Coach and team members to wash/sanitise hands before and after the session</li> </ul>

LEGO, and WeDos	<ul style="list-style-type: none"> <li>- Hand hygiene to be upheld at all times</li> <li>- LEGO pieces to be allocated/divided up so that only one team member handles those pieces per session</li> <li>- At the end of the session: <ul style="list-style-type: none"> <li>o All pieces/models used to be cleaned following school/organisation and/or LEGO Education (<a href="https://education.lego.com/en-gb/support/in-person-steam-resources">https://education.lego.com/en-gb/support/in-person-steam-resources</a>) guidelines</li> <li>o Pieces/models to be securely stored, labelled and quarantined for [72] hours.</li> </ul> </li> </ul>
Use of devices (desktop computer, laptop, tablet) and non-LEGO equipment	<ul style="list-style-type: none"> <li>- If they exist, follow procedures relating to the use and sharing of devices and equipment.</li> <li>- Relevant cleaning materials to be available to clean devices and equipment.</li> <li>- Coach and team members have their own basic equipment (pens, pencils, etc.) to avoid sharing.</li> <li>- Resources that are shared within the group are cleaned regularly.</li> <li>- Devices allocated so that only one team member handles the device in a session. <ul style="list-style-type: none"> <li>o [If shared across the team, devices are cleaned between use]</li> </ul> </li> <li>- At the end of the session: <ul style="list-style-type: none"> <li>o All devices used to be cleaned following school/organisation guidelines</li> <li>o Devices to be stored and quarantined for [72] hours.</li> </ul> </li> </ul>
Communication	<ul style="list-style-type: none"> <li>- Team members to be communicated with before the first session, and at the start of each session, to agree: <ul style="list-style-type: none"> <li>o Social distancing arrangements</li> <li>o Who can and cannot handle specific equipment during the session</li> <li>o How the sessions will be structured</li> <li>o How will documents be shared amongst the team [e.g. digital share drive, documents photocopied]</li> </ul> </li> <li>- Parent/guardian to be communicated with before the first session [and consent letters completed if required] to agree: <ul style="list-style-type: none"> <li>o Social distancing plan</li> <li>o Handling, cleaning and quarantining equipment plan</li> <li>o Event plan and potential of remote (digital) events</li> <li>o [Additional safety measures as required]</li> <li>o [Safeguarding procedures if using additional remote calls/digital tools]</li> </ul> </li> </ul>
Mentor/expert visitors	<ul style="list-style-type: none"> <li>- No mentors/visitors to visit the group</li> </ul>

	<ul style="list-style-type: none"> <li>- Any meetings with mentors/experts to take place virtually [detail that the coach will always be present, how you will ensure digital safeguarding, etc.]</li> <li>- [If you can have mentors/experts visit the team, detail how you will ensure everyone's safety (social distancing, hand washing, reading school/organisation policy before visiting, etc.)]</li> </ul>
Event	<ul style="list-style-type: none"> <li>- Event details to be confirmed nearer to the March - July 2021 festival season.</li> <li>- If events are physically able to run, teams will be able to decide whether they wish to attend physically or remotely (digitally).</li> <li>- If physical events are not possible, the Remote Event Hub tool will be used to compete at the event remotely.</li> </ul>