



COVID-19 Reopening Risk Assessment



School Name: Bradley Green Primary Academy		Decide who may be harmed (insert ✓):					
		Student	✓	Contractors	✓	Visitors	✓
		Staff	✓	Vulnerable People	✓	Volunteers	✓
Identified Hazards	Initial Risk Rating	Existing Control Measures (select all that are in place)	✓	Actions / Comments		Residual Risk Rating H/M/L	
1. Risk of coming into contact with contaminated surfaces	H	Handwashing regimes established by academies for staff and children to follow during the day including the start and end	✓	<ul style="list-style-type: none"> • Restrict movement throughout school and keep to certain areas buildings • Areas, rooms or buildings to have no unauthorised access • Continue with current hygiene regimes 		L	
		Robust cleaning of surfaces within buildings during and at the end of the day, guidance issued to individual academies – overseen by SD	✓				
		Government hygiene practices followed by all members of staff within Trust – signs all around school	✓				
		Self-isolating for those who are immunosuppressed, have pre-existing medical conditions or are of child-bearing capacity – VC to complete separate risk assessment for vulnerable staff	✓				
		Communications established, regular updates on guidance via texts, dojo, video, email etc. to avoid visiting school	✓				
		Staff aware of identifying symptoms and action to take, flow chart communicated to SLT and staff	✓				
		Posters, and information displayed and made available around building/s regarding Covid-19 (SD, handwashing, one way)	✓				
		Additional handwashing stations and substances have been provided in various areas around building – all classrooms have access to hot water and soap	✓				
		Provision of signage and information to prevent the unauthorised of use of rooms or areas	✓				
		Personal Protective Equipment (PPE) is provided by academy for use when using cleaning substances	✓				

		Substances for cleaning have been risk assessed and communicated to those who use the substances	✓		
		Checks carried out by line managers to ensure that the necessary procedures are being followed – daily tick list by SD	✓		
2. Employees or pupils transmitting virus to others	H	See section 1 for general control measures	✓	<ul style="list-style-type: none"> • <i>If possible, restrict movement throughout school and keep to certain areas buildings</i> • <i>Workers to inform academy at earliest opportunity if they are pregnant</i> • <i>Review those who are self-isolating because of family members are vulnerable</i> • <i>Review which staff can continue to work from home</i> • <i>Can staff continue ongoing remote learning?</i> • <i>Review childcare needs of staff</i> • <i>Which admin staff do you require on site? Can they provide more effective support from home or are they needed to support the school operation.</i> • <i>Using the 2m rule, review how many children can you have back in the school at any one time</i> 	M
		Contingency plans are in place to ensure premises remain open and operational to support the vulnerable and critical workers	✓		
		Staff encourage to work from home where possible (ABM/LM)	✓		
		Isolation procedure for those who develop symptoms whilst at work	✓		
		Restrictions on travelling in place until further notice, non-essential business-related travel not recommended	✓		
		Contingency plans are in place to ensure premises remain open and operational to support the vulnerable and critical workers	✓		
		clinically vulnerable people are away from school where practicable'	✓ ✓		
		Admin staff to ensure glass security screens are closed when talking to visitors/ drivers etc.	✓		
		Staff who have underlying health conditions to continue to self-isolate (see additional letters from GP)	✓		
		Guidance issued on travelling to and for work, including public transport	✓		
		Alternative arrangements for vulnerable children travelling to school	✓		
		Testing for covid-19 available to key workers	✓		
		Phased return of children to school (see separate plan)	✓		
		Use of other rooms to support social distancing (phased return children only)	✓		
		Arrangements for pick up/drop routines – e.g. meet and greet (see school action plan and powerpoint)	✓		
		Queuing arrangements in place – 2 mtr markings (signs to show parents and staf)	✓		
Where possible one-way systems in place	✓				
VC conferencing/telephone meetings prioritised	✓				
Windows and doors opened as much as possible	✓				

		AC turned off until further notice, apart from critical ICT areas (server rooms) – use the roof vents in Y2 only	✓		
		MI room used to isolate any child showing symptoms			
3. External contractors/providers transmitting virus to employees or students on site	H	Non-emergency maintenance has been deferred until further notice / guidance to be issued by Trust	✓	<ul style="list-style-type: none"> • Critical workers have an expectation to support national social distancing guidance • Review signing in/out procedure • Review induction procedure • Investigate potential for maintenance to be carried out over weekend or out of hours 	M
		Internal projects and non-essential maintenance have been deferred until further notice / guidance to be issued by Trust	✓		
		External maintenance has been deferred until further notice / guidance to be issued by Trust	✓		
		Contractors to be issued or show RAMS to ensure infection prevention is acknowledge and understood	✓		
		Restricted meetings, visits and unnecessary contact on Trust premises	✓		
		Minimise, where practicable, minor works by contractors	✓		

Other Hazards Identified	Additional Control Measures to be Put in Place				
Any other foreseeable hazards that are associated with the activities being carried out to be listed here.	<p>Where you have identified other hazards record the additional control measures you are going to put in place to mitigate these below:</p> <p><i>In depth COVID-19 guidance issued by Government and updated frequently, this is monitored and distributed by Trust and individual academy.</i></p>				
Date of Assessment:	19.5.20	Carried out by:	V Cameron (Principal)	Signature:	
Date of review:	9.6.20	Carried out by:	V Cameron	Date Review Completed:	
Also refer to these other relevant risk assessments or safety advice documents:	<ul style="list-style-type: none"> - EHCP risk assessments - Kitchen risk assessment - Risk assessment around vulnerable staff 				