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| The | **OVERVIEW**  Model risk assessments (School Operations and School Premises) and supporting guidance on operating procedures has been developed for maintained schools and settings in consultation with our Trade Union colleagues and relevant service areas. Each maintained setting should undertake their own risk assessment following this format – Cumbria County Council, as the employer in the above settings will support and guide Governing Bodies and School Leaders to manage a planned and safe gradual return to school but recognise that local decisions to open or not **MUST** follow a risk based approach appropriate to the resources and capacity of each individual setting. Other types of schools are welcome to use these models to help their own planning and risk assessment approach but must ensure that they prioritise their own employer’s health and safety management procedures.  This document is a template to be used to help Governing Bodies and Head teachers develop and tailor a site-specific risk assessment in relation to COVID-19. Below is a list of potential of hazards within our premises and the recommended control measures which apply to the majority of settings to aim to help you manage risks to the lowest possible level. Control shown follow current available guidance and best practice  Head teachers/ Governing Bodies are responsible for monitoring the advice and guidance available, ensuring Risk Assessments and Safe Working Practices are updated where applicable and cascaded through to employees. They must ensure that compliance is monitored and any emerging issues addressed appropriately.  You should refer to the CCC guidance provided to accompany this model as well as referenced national guidance – **PLEASE NOTE**: that your risk assessments should outline **YOUR** agreedcontrol measures following your local planning processes – Any additional control measures you identify are required should be added to the additional controls column, along with who is responsible and a timescale.  All employees working within the premises should receive site specific information on the controls implemented within their workplaces.  Help and Support is available with the development of your risk assessment through The County Council’s Corporate Health and Safety Team [healthandsafety@cumbria.gov.uk](mailto:healthandsafety@cumbria.gov.uk)  Please note that the Local Authority liaising with contractors working on its behalf to ensure that they are undertaking effective liaison with occupiers **BEFORE** attending site – Contractors asked to provide key information in relation to how they are managing infection control.  This risk assessment refers to current national guidance and is listed at the end of this document and within accompanying guidance   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **RA Reference** | | *Crosscanonby Covid 2* | **Activity Description** | **COVID-19 - Infection Prevention and Control – SCHOOL OPERATIONS** | | **Assessment Date** | | *25/5/2020* | **Assessor Name** | *Amanda Pitcher* | | **Assessment Team Members** | | *Amanda Pitcher*  *Kelly Bowe*  *Linda McDonald* | **Planned Review Date** | *12/12/2020* | | **Location** | | *Crosscanonby St John’s* | **Number Of People Exposed** | *51 pupils plus12 staff* | | **Overall Residual Risk Level following implementation of effective control measures** | | *Enter Your Overall Residual Risk Rating* e.g. 6 – Medium risk  Given the current Public Health information it remains likely that COVID-19 will continue to spread although for the majority of persons effects will be of minor severity | **People Exposed** | All Employees Pupils Visitors  Contractors Members of the public Vulnerable Children/ Adults Persons with pre-existing medical conditions First Aiders New/ Expectant Mothers | | **Assessment Last Updated** | | *22/10/2020* | **Is this an acceptable risk?** | **Yes/ ~~No~~** | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | | **Hazard Description and How are people at risk** | **Current Control Measures (Those that are in place)** | **Potential**  **Risk** | **Additional Control Measures (To be identified and implemented)** | **Action Details by Whom By When** | **Residual Risk** | | --- | --- | --- | --- | --- | --- | | **Hazards in relation to staffing and daily operation**  Lack of supervision/ management of groups to comply with current guidance  Unable to maintain staffing levels due to infection or isolation  Child or young person requiring 121 support  SEND/ Behaviour Management Issues  To prevent ill health/ injury | * Staff report prior to coming into school if they are experiencing any of the following symptoms: **A high temperature, a new continuous cough loss of taste or smell** * Staffing plan in place to ensure safe staffing levels are achievable, agreed established and monitored appropriate to group sizes/ pupil needs and the activities required. – Ratios based on appropriate risk assessment. * Timings of arrivals, lessons and activities in place * Parents/carers not allowed in the school unless absolutely necessary and appointment made with Head teacher * All offsite school activities suspended * All staff responsible for ensuring that they are fit and well to attend work. * All staff adhere to any instructions, advice, guidance and site rules provided to them. * [PHE COVID-19 Testing guidance communicated to staff](https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested) * Staff responsible for ensuring that they are up to date with their own routine immunisations * Pupils – Individual healthcare plans in place for pupils who require them. * Pupils - Separate individual risk assessment/ healthcare / behaviour management plans and external support accessed where required to determine if the child or young person can safely attend where 121 care or support is not available for them * Referrals made to occupational health as appropriate * Employees advised of and offered vaccination cover **(as this becomes available and appropriate)** * Pupil/staff cohorts remain together at all times * Social distancing limits occupancy in offices and staff rooms – staff instructed to remain with cohort/groups and not mix with others * Outside spaces used for learning where possible * Outdoor equipment – taken out of use with access prevented by means of suitable barriers - **OR** * Outdoor equipment cleaned regularly, before and after use and between groups. * Local school specific risk assessments will identify additional control measures to be followed to prevent cross contamination and infection e.g. Cleaning/ Kitchen RAs * Absence/self-isolation cases due to COVID 19 (suspected or confirmed) must be reported via the normal reporting procedures * Normal absence and wellbeing reporting procedures followed * Normal pre-employment procedures followed. * Staff must work from home where they are able to. * Pupils and staff will be permitted to take home resources that are relevant to pupil education and development – rules around hand hygiene and cleaning of resources and rotation will apply. * Resources such as books and games will be shared within the bubble and will be cleaned regularly, between use and by different groups. * Resources such as sports, art and science equipment must be cleaned frequently between bubbles or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 for plastic) by different bubbles. * Parents/carers only allowed in the school at the discretion of the Headteacher and where possible outside of school hours * If in use, outdoor play equipment must be cleaned frequently, before and after use and between groups. * The amount of equipment that pupils can bring into school will be limited to essential items such as lunch boxes, hats, coats and books, stationery frequently used items such as pens and pencils and mobile phones, where permitted. School Bags are also allowed – storage for these items needs to be planned. * Sharing individual / personal equipment will be discouraged. * All pupils must have their own water bottles * Water fountains must not be used. | **10 Medium Risk**  L5XS2 | All staff to be advised that they must inform their manager if they or anyone in their household have been advised to self-isolate, before entering the workplace  An information poster highlighting the symptoms of COVID19 is placed throughout the premises.  PHE Poster displaying what to do in event of an outbreak displayed in office and in classrooms.  Ongoing communications (posters, emails, inductions, briefing, toolbox talks) has been provided to all employees and/or regular visitors  Parents not permitted on school site- procedures in place for staff to meet and greet at gate. All messages to be phoned in to office and not communicated to staff at start or end of day.  Staff kitchen to be limited to one person only.  Written staffing plan in place.  Stop/go system is in place for staff toilet so staff are aware when safe to access. Hatch to kitchen to be open so all can easily see if occupied.  Appendix to behaviour policy added and parents informed. Update website  If staff or a child in a group becomes unwell we will follow current government advice on testing. It may be necessary to move staff.  Water fountains out of use. All informed water bottles will be needed.  PE day on Thursday and children to wear PE kit that day so no bags necessary.  Children only to bring small book bags. Children to bring pencil cases and these to stay in school- we can provide equipment. Staff to set up class rules with the children about how to use equipment and not sharing. Parents and children informed that only essential items will be permitted and large backpacks are not necessary or permitted.  Discussed with staff how to mark work in school and a system in place for this. Agreed any books taken off site to be quarantined before and after for 48 hours. Staff advised to keep items they transport backwards and forwards to a minimum. Staff MUST use hand sanitiser before and after touching any books or shared items.  Rota in place for large outdoor play equipment- one bubble per week and only Mon-Thurs. Children to wash hands before and after use.  Each bubble has a box of small outdoor play equipment and procedures in place to clean before and after use and at the end of each day. | Staff to be reminded of this and to monitor.  Written staffing plan in place.  AP to provide staff with timetable of movement, teaching spaces and break times. KB/AP to update as necessary on a daily/weekly basis.  AP provided parents with letters detailing arrangements for collection and drop off 1st September and reminded via email.  Signs in all occupied rooms  By September 2nd AP/PH  Letter sent to parents 15/7/2020  Reminder emails sent.  Kitchen staff member wears mask at all times when cooking and serving. Separate serving procedures in place and all serving staff wear masks/visors- 7th October 2020  Additional PE days in Autumn term- parents advised.  Children know if they have to bring bags if they are staying at another parental home to leave these in front entrance.  Staff reminded of importance of these measures via email and staff meeting Oct 2020. | **6 - Medium Risk**  L3x S2 | | **Infection prevention through social distancing minimising contact between groups** | * Younger children (Early Years) will be kept separate from other groups within the school but will not be expected to distance within their group. * Children will be supported to maintain social distancing and encouraged not to touch staff where possible. * All staff with younger children and children with complex needs or who need close personal care will try to maintain their distance and minimise time spent within 1 metre of anyone. * Secondary staff will try to maintain a 2 metre distance between themselves, their colleagues and the pupils where possible, limiting time spent within 1 metre of anyone. * School assemblies and collective worship with more than one group will not be held. * Movement around the school will be kept to a minimum and where possible break times and lunch times will be staggered to prevent busy corridors, entrances and exits. * Special arrangements will be considered for staff who work across groups (bubbles) across the school e.g. cover supervisors and PPA staff. |  | EYs have own toilet block and will eat lunch in their classroom.  Staff advised about distancing and reducing close contact. Staff advised to keep distance from each other at all times and from older pupils- younger pupils to be encouraged to do so as much as possible. Procedures for reading and marking put in place and shared with all staff. Staff breaks timetabled and the staffroom taken out of use due to small size- an alternative arrangement agreed with staff.  Class assemblies built into planning- staff to share planning to spread the workload.  AP has shared with staff the timetables for breaks and lunch times- staggered and staff to monitor movements around school.  School day organised so that groups do not mix and procedures in place for start and end of each day. TA hours adjusted.  Staggered start and finish times for two bubbles.  Staff working across bubbles have procedures and are made aware of their responsibilities for cleaning and hand hygiene between working with pupils. Two spaces designated for support work- timetables to be in place for use.  Only one member of staff permitted in staff kitchen at any time.  Staff protocols  discussed and staff code of conduct updated AP June 1st  and September 1st. | Separate lunch procedures sheet shared with all.  Staff on gate duty in the morning advised to wear gloves as part of routine.  Separate risk assessment shared Oct 2020. |  | | **Hazards in relation to lack of cleaning/ hygiene/ waste management**  Inadequate cleaning and hygiene processes | * Staff and pupils instructed to wash their hands upon entry to buildings and frequently thereafter. * Supplies of hand sanitiser available at entrance points and where there are no sinks. * Hand hygiene procedures widely promoted and adhered to with provision/ promotion of the use of sanitising hand gel (60-70% alcohol) as required for those without easy access to suitable handwashing facilities. * Sufficient handwashing facilities are available sinks, soap and towels * Regular cleaning and disinfection of surface that are touched more frequently * Drinking fountains taken out of use * Suitable signage and visual instructions displayed as required * When delivering personal/intimate care, staff will wear the normal PPE required as detailed in individual healthcare plan * Staff and pupils instructed to wash their hands upon entry into school, returning from breaks, when they change rooms, before and after eating and when they have been to the toilet. * Sufficient hand washing or hand sanitising stations available around the school. * Obtain copies of the safety data sheet for any sanitising products in case of ingestion * Sufficient waste bins close to the wash stations will be provided and emptied regularly by designated staff. * Where toilet facilities are shared by more than one group, cleaning will be completed between different group usages. * Standard cleaning products and disinfectant will be used for cleaning * Cleaning will be carried out in accordance with the current guidance [COVID-19 Cleaning in non-healthcare settings](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings) * Enhanced cleaning schedules will be shared and implemented including more frequent cleaning of rooms/shared areas, frequently touched surfaces. | **10 - Medium Risk**  L5 x S2 | Pupil allergies identified where applicable- all staff are aware, including kitchen staff.  Ongoing and regular reminders - promotion of developing national guidance in relation to COVID-19  All rooms being used have sinks nearby and/or soap, tissues and sanitizer.  Lidded bins purchased and placed in all occupied rooms.  All pupil workstations will have own equipment such as pencils etc and no sharing permitted.  School to only provide reduced menu choices.   * Lunches to be eaten in bubbles and class 1 to eat in their designated room. Tables etc wiped down before and after eating.   Drinking fountains taken out of use. All pupils must bring own water bottles.  Set up quarantine system for play equipment; to be disinfected after each use and pupils to use hand sanitizer at end of session or as directed by staff. Boxes to be taken out of use every Thursday to allow for quarantine time of 72 hours. If necessary pupils to wear gloves. Hand wash when back in building.  Hand sanitiser units placed at each entrance.  Cleaning staff advised to inform administrator well in advance of stocks running low.  Parents informed that all pupils must bring their own water bottles and all lunch boxes must be hard plastic that can be wiped on entry and at end of a day.  Posters to be made and displayed in all key areas – children to be involved.  Staff and pupils to wear clean clothes daily if possible. Staff and pupils encouraged to change clothing immediately on return to home.  Staff code of conduct updated and shared.  One member of staff designated to open up daily and as part of this to open all doors and windows.  Cleaning staff to wipe down all surfaces they touch as they lock up.    Each bubble to have two assigned adults whenever possible- one responsible for hygiene and welfare needs. Adults to disinfect frequent used touch points at least twice am and pm and more often if felt necessary.  Hand driers reinstated following H/S update- October 2020. | Headteacher  Letter to go to parents advising increased hand washing may lead to rashes etc and school to provide aqueous cream. PH 4/9/2020  Weekly stock checks and office to be informed so orders can be made weekly.  AP to provide written routines to all staff by 1/9/2020.  AP/EM/PH to agree procedures for seating in hall so that cleaning is effective but not onerous and pupils to use same chairs/tables throughout.  Parents informed 22/5/2020, July 2020 and 1/9/2020  TAs to set up and all equipment taken out of use on a Thursday-  KB/AP to monitor  Daily stock checks  Letter sent 15/7//2020  Email reminders sent 1/9/2020  All staff September 4th  Girls toilet needs repaired so out of action until fixed- 20/10/2020  Staff toilet driers not used as small room and they come on too readily. | **4 - Low Risk**  L2 x S2 | | **Transport and Travel**  Reducing the risk of infection | * Safe transport guidance promoted to staff and parents * Protocols in place for drop off and pick up * A Transport risk assessment is available for SEND children * Transport providers will follow appropriate controls as highlighted in their code of practice   Arrangements are underway around how dedicated school transport will operate safety. Additional Government guidance is expected to support how transport  The updated government guidance outlines that social distancing measures WILL NOT apply on **dedicated school transport**   * Schools will need to record how each person, pupils and staff, travels to and from school (to support Track and Trace) * Pupils who have travelled to school **on public transport,** wearing face coverings, will be instructed not to touch their face covering during use or when removing them, they will be asked to wash their hands on arrival and dispose of any temporary face coverings into a lidded bin where available (or into a bag and transferred to the bin) or place reusable face coverings into a plastic bag to take home with them. They will then need to wash their hands again. * Where relevant transport for SEND pupils will be subject to individual risk assessment * Staff and pupils over the age of 11 will still be required to wear face coverings when using public transport – [coronavirus-covid-19 safer travel guidance for passengers face-coverings](https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#face-coverings) * Remove control ‘offsite activities have been suspended’ * Domestic Overnight and overseas educational visits remain suspended * Non-overnight domestic educational visits will resume in the autumn term. Individual educational visit risk assessments will include any additional protective measures that may be required. * Local Authority schools must make use of the EVOLVE Notification and Approval System. They will be expected to follow the normal process of risk assessment and log all educational visits onto the EVOLVE database. | **10 - Medium Risk**  L5 x S2 | Where possible staff should avoid/limit the use of public transport. If this is unavoidable Government guidance is that you need to use a face covering  Parents informed about timed slots for collection and drop off. Staff to meet groups on yard and no parents allowed on site.  Children taken to gate at end of each day by staff. For nursery children at lunch collection one member of staff to take to gate and AP/PH to supervise until collected so staff can return to class.  No pupils currently use school transport- to monitor this situation. | Letter sent by AP to parents re timings and advice for where to wait at collection time. 15/7/2020  Email reminder 1/9/2020 AP | **4- Low Risk**  L2x S2 | | **Hazards in relation to pupil and staff wellbeing**  **and mental health**  Preventing ill health due to anxiety and work related stress | * School Stress Risk Assessment in place * Where staff report work related issues – individual stress risk assessment will be carried out in line with HSE guidance * Staff will be referred to occupational health as early as possible * Good communication measure in place and maintained with staff * All staff aware of their responsibilities to report safety concerns, ill health, damage, defects, accidents or incidents in line with exiting school policy. * Staff spaces will be carefully reviewed to support staff to maintain social distancing measures between each other and frequent cleaning completed. * Use of staff rooms will be minimised and social distancing measures implemented to limited staff use at any one time.. * Pupils – well being of pupils will continue to be monitored in line with current school practices and staff are aware of children who may have more difficulty. Parents will be spoken to individually by phone and additional measures and support will be offered. School has a bank of resources and staff have planned to give a lot of time to social activities and teaching children how to interact with peers and feel safe. Parents sent a letter explaining changes and asked to prepare their child before returning to school. | **12 medium**  **L4 x s3** | The Local Authority have produced the following guidance Coronavirus – getting back to school  [Supporting emotional wellbeing and learning](https://www.cumbria.gov.uk/coronavirus/backtoschool.asp)  Resources shared with staff May 24th  Continue with regular video conferencing.  Pupils- some already identified as having issues have been working remotely with H/T and external providers.  Staff advised that photocopying should be done at start of each day and if not possible then only when kitchen is not in use by others. | Teachers to use resources as necessary and KB/AP to monitor well being of staff and pupils.  AP to keep welfare records up to date. | **6 medium**  **L3 x s2** | | **Hazards in relation to staff deemed high risk due to underlying or pre-existing health conditions**  Pregnancy, Asthma etc. | * Those staff who are at a higher risk due to their underlying or pre-existing health conditions and have been prescribed medication, should where possible carry their prescribed medication with them at all times * Staff who have shielding letters should not attend school * Pregnant women will be advised to follow the guidance available for [clinically vulnerable people](https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people)   Staff who may have increased risk from CV-19 must raise their concerns with the Head teacher who will explain the measures the school is putting in place to reduce the risk e.g. Pregnancy, Asthma etc. | **12 medium**  **L3 x s4** | If the person cannot undertake their normal duties contact your HR provider to discuss any reasonable adjustments  Three members of staff who live with vulnerable adults advised to strictly adhere to social distancing and if not possible to use PPE as needed. | PH has RA | **6 medium**  **L2 x s3** | | **Hazards in relation to managing incidents and emergencies**  First Aid/ Accidents/ Incidents/ Emergencies  Staff or pupil becoming unwell with COVID-19 symptoms whilst on site | * Suitable follow-up procedures to be taken following potential infection exposure incidents. (in line with current Public Health England and updated HSE RIDDOR guidance circulated to Schools) * Suitable first aid First aid kits in place – updated to include (where already not supplied) IIR surgical masks and rubber gloves, hand sanitisers for close contact first aid treatment * At least one person with a paediatric first aid certificate will be premises at all times when children are present * School Emergency Plan/ crisis management plans in place * All staff aware of their responsibilities to report safety concerns, ill health, damage, defects, accidents or incidents in line with exiting school policy. * Where a child develops symptoms whilst at school, they will be moved to a room where they can be isolated from others until they can be collected. Adult supervision will be provided at all times by a trained member of staff * Where there is no room to isolate, the child must be moved to an area where they can maintain a 2M distance * PPE will be provided if a child or member of staff becomes ill with symptoms of COVID-19 and the staff who are caring for them are unable to maintain the 2m social distance. PPE measures will include a Type II Fluid Resistant Surgical Mask, apron and gloves. * A separate toilet will be used if the child/adult needs to use the bathroom which will be cleaned and disinfected in line with the current guidance [COVID-19 Cleaning in non-healthcare settings](https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings) before anyone else can use it. | **12 medium**  **L3 x s4** | Any first aid certificate that expired on or after the 16th March and cannot access requalification training because of coronavirus may qualify for an extension  Each class to have their own first aid kit and accident book.  A suspected case kit to be made available in quarantine area.  Parents and staff advised that **any** cut/graze where skin is broken **must** be covered by a plaster  Visors available for all staff.  Staff must wear PPE of at least gloves and masks when administering first aid/changing pupils.  Testing kits available on site.  School procedure in place for any pupil or staff member developing symptoms- all staff aware of this. Staff will take the temperature of any child who becomes ill during a school day. | PH to check first aid expiry and make relevant adjustments.  PH to purchase necessary PPE.  PH to set up electronic accident reporting sheets.  Weekly stock check of this. Office to be informed when stocks running low.  All staff to be vigilant and monitor | **9 medium**  **L3 x s3** | | **Hazards in relation to eating and safe welfare facilities** | * Timings in place to ensure safe management of break and lunchtimes * Adequate welfare facilities provided for all staff and pupils * Staff and pupils reminded to wash hands before and after eating. * Staff spaces will be carefully reviewed to support staff to maintain social distancing measures between each other and frequent cleaning completed.   Use of staff rooms will be minimised and social distancing measures implemented to limited staff use at any one time | **12 medium**  **L4 x s3** | Staff to be encouraged to remain on site during lunch breaks. Where this is not possible staff are reminded to maintain social distancing whilst off site  Timetables in place for breaks and lunch times.  As staffroom is out of use alternative arrangements in place for staff. |  | **6 medium**  **L2 x s3** | | **Hazards due to the lack of suitable PPE**  Where carrying out close personal care tasks and physical restraint and unable to maintain 2m social distancing measures. | * Staff and pupils to be fit/well to attend setting * Local risk assessments/ individual healthcare plans/ behaviour management plans reviewed and followed to identify PPE requirements in line with current guidance * PPE to be fit for purpose/ approved specification * Where PPE/ RPE provided staff provided with training and instruction in its use. * Local compliance to be monitored by Head teachers as far as reasonably practicable * Guidance provided to staff in relation to the use and wearing of their own face coverings * PPE that is normally needed for dealing with an individual child will be available as per health care plan | **12 medium**  **L4 x s3** | Telephone ordering process in place for supplies of PPE  Staff advised they may wear face coverings at start and end of days when pupils arrive if they wish and also advised to have these at hand at all times so that if they do have to administer first aid they are prepared.  When administering first aid staff are advised to wear a face covering and gloves at all times.  Quarantine area identified for a suspected case and a suspected case kit to be available including PPE  All staff to have access to visors in classrooms and discussed when these and masks might be necessary. | Reminders about being well sent in every communication.  PH to purchase PPE and all staff to carry out stock checks and inform office if supplies need replenishing.  PH to set up.  Staff training done June 8th | **6 medium**  **L2 x s3** | | **Training** | * All staff will receive appropriate training and updates on the measures contained within this risk assessment. |  | Inset day 1/9/2020 | AP to send to staff prior to inset and to carry out training 1/9/2020 |  | | **Monitoring** | * Risk Assessment and its implementation will be monitored by the SLT on at least a weekly basis, and will take account of well-being survey information, weekly LA infection reports and any critical incident reviews. * Regular feedback will be provided to staff on the Risk Assessment reviews |  | Feedback to staff weekly- remotely or via email. | Weekly team meetings.  AP/KB/PH to monitor RA |  | | **Dissemination** | * This document will be provided to all staff and available on request/website. |  | All staff to sign to say read and understood. | AP to send |  | | | | | | | | **Assessment Conclusion** | Providing the stated control measures are implemented and adhered to the risk of contracting most viral infections can reduce to a manageable level in normal circumstances. Compliance with this risk assessment should be monitored and reviewed to ensure control measures remain effective. | | | | |  |

**Links to Guidance**

**Staff, Pupils and Others**

Those who are clinically vulnerable, or are living with someone who is, should follow [protective measures guidance.](https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings)

[Implementing protective measures in education and childcare settings](https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings)

[Conducting a SEND risk assessment during the Coronavirus outbreak](https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance)

[Guidance on hand cleaning](https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public)

[Kids life skills – self-care- going to the toilet](https://www.nhsggc.org.uk/kids/life-skills/self-care/going-to-the-toilet/hand-washing/)

[Education, health and care needs assessments and plans: guidance on temporary legislative changes relating to coronavirus (COVID-19)](https://www.gov.uk/government/publications/changes-to-the-law-on-education-health-and-care-needs-assessments-and-plans-due-to-coronavirus/education-health-and-care-needs-assessments-and-plans-guidance-on-temporary-legislative-changes-relating-to-coronavirus-covid-19)

**Personal Protective Equipment - PPE**

[PHE guidance to putting on and removing (Donning and Doffing) PPE](https://www.youtube.com/watch?v=-GncQ_ed-9w)

**Travel**

[Safer travel guidance for passengers](https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers)

