



GATLEY PRIMARY  
COVID STANDARD RISK ASSESSMENT



Staying COVID Secure - Our Commitment

- We recognise the risk posed by Coronavirus (COVID-19) to our staff, pupils and their families. Control measures to minimise the risk of infection and the transmission of the virus are provided in this Risk Assessment.
- We will ensure, as far as is reasonably practicable, the Health, Safety and Wellbeing of our staff and pupils.
- We will share this Risk Assessment and its findings with employees and consult on its contents.
- We will continue to comply with all relevant Health and Safety Legislation.
- This risk assessment will be reviewed and updated periodically in line with the Government's position OR when local\* rate of infection deems it necessary to be reviewed.
  
- local\* this will include Stockport and other bordering and surrounding areas.

***This risk assessment document has been created using the following Department Of Education documents:***

<https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

<https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures#early-years-foundation-stage>

Section 7 of the H&S at Work Act and Section 44 &100 of the Employment Rights Act

Yellow= additional mitigation to that not explicitly cited in DFE documentation

Green – amendments from 29 June



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COVID-19 RISK ASSESSMENT IN **PREPARING** FOR SCHOOL OPENING

Category of Risk	Identified Risk	Risk Level	Mitigation	Person Responsible	Risk Level
Pupil Attendance	Should children who are <b>clinically extremely vulnerable</b> return, they may be at an increased risk of exposure		<p>-Parents asked to self-identify if their child meets this criteria.</p> <p>-If criteria is met, the pupil is asked to remain learning at home and directed to access online learning e.g. ClassDojo in the first instance, then Oak National Academy Hungry Little Minds, and BBC's Tiny Happy People.</p>	<p>HF (Attendance Officer)</p> <p>Supported by YW Class teachers</p>	
	Should children who are <b>clinically vulnerable</b> return, they may be at risk of exposure		<p>-Parents are asked to self-identify their child if they meet this criteria.</p> <p>-Parents are asked to seek medical advice from GP for their child's return</p> <p><b>-Advice recorded and if deemed necessary pupil asked to remain learning at home. In addition, parents directed to online learning platforms such as ClassDojo, followed by Oak National Academy. Remote learning opportunities will continue to be provided.</b></p>	<p>HF (Attendance Officer)</p> <p>YW</p> <p>YW</p> <p>Class teachers</p>	
	Should children who are living with a <b>clinically vulnerable</b> person return		Children are able to return to school but discuss and apply effective hygiene routines in transitioning between home and school	HF (Attendance Officer)	



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				Phone call RC/JM Teacher in class to discuss this daily with child	
	Should children who are living with an <b>extremely clinically vulnerable person</b> return		Discuss with family to understand the level of risk involved and understand the implications of the child's age in maintaining stringent social distancing.  <b>Invitation to online learning live lessons</b>	HF (Attendance Officer)	
	If children with <b>no clinical vulnerability</b> , who are <b>not living with anyone with a clinical vulnerability</b> whose parents choose not to send them to school		<b>Survey all parents to assess parental views.</b>  Share outcomes of risk assessment with families.  Daily contact should be made with these families and online learning will continue to be provided.  <b>Invitation to online learning live lessons</b>	HF  SLT  Class teachers	
	If children who fall into a <b>vulnerable category that is not medical</b> and/or have an EHCP whose parents choose not to send them to school		Apply safeguarding procedures.  School work with all agencies working with the families to support them to return.	RR	
	Pupils who have SEND may be more vulnerable to exposure		-Individual risk assessments to be conducted in consultation with parents and social care to determine where the child's needs and best interests can most safely be met.	RR/CK	



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			<p>-Children to remain at home if they are unable to stringently socially distance and their EHC needs can be met by parents.</p> <p>-School will revisit risk assessments as circumstances change.</p> <p>- Social distancing measures should be in place wherever feasible, with frequent hand-washing and other hygiene measures.</p>	<p>Class teachers to continue to stay in contact.</p> <p>RR/CK</p> <p>SLT to oversee</p>	
<p>Staff Attendance</p>	<p>If there is not sufficient staffing levels to prepare for school reopening</p>		<p>-Communicate with all staff to reassess medical and home circumstances in light of new guidance</p> <p>-Staffing rota created to assign a set number of staff to a group of children.</p> <p>-TAs and to lead a group under the direction of a teacher.</p> <p>-Staff, who are currently shielding someone who is clinically vulnerable, discuss return to work options.</p> <p>-If there are still not enough staff to maintain ratios discuss options with the Trust including priority places given to identified groups of pupils starting from Reception upwards.</p> <p>-There will always be a member of the senior leadership team and or designated safeguarding lead or deputy safeguarding lead</p>	<p>HF</p> <p>RC (Staff) Class teachers (Children)</p> <p>Class teachers</p> <p>CK and GN</p> <p>GN</p> <p>VM/GN</p>	



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In fe ct			<p>on site. Additional Trust leaders maybe sought in the event of leaders becoming unwell.</p> <p>-Health and wellbeing support for BAME groups including priority testing and resources for remote working if required.</p> <p>-See travel protocols for safe staff and pupil travel.</p>	<p>SLT</p> <p>TP</p>	
	If staff <b>who are clinically extremely vulnerable</b> maybe preparing to return to school		<p><b>-Re-issue guidance for staff to self-identify.</b></p> <p>-If meet criteria, staff should not attend work.</p>	<p>HF</p> <p>GN to communicate</p>	
	If staff <b>who shielding someone they live with who is clinically extremely vulnerable</b> maybe preparing to return to school		<p>-Offer to explore working from home or redeployment in the safest available on-site roles in order to ensure stringent social distancing measures.</p> <p>-If on site conduct an individual risk assessment.</p>	<p>CK to communicate</p> <p>SLT</p>	
	If staff <b>who are clinically vulnerable</b> maybe preparing to return to school		<p>-Offer to explore working from home or redeployment in the safest available on site roles in order to ensure stringent social distancing measures.</p> <p>-If on site conduct an individual risk assessment.</p>	<p>CK to communicate</p> <p>SLT</p>	
	If appropriate equipment and protocols are not in place, they		-Tissues in all classrooms and staff spaces.	YW order tissues	



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	<p>may not support to prevent the spread of infection</p>		<p>-Staff care package developed (personal cup, pens, tissues)</p> <p>-Pupil care package developed ( Personal pens/pencils, tissues, toy)</p> <p>-‘standard’ cleaning products (wipes and sprays) in all classrooms and shared spaces eg hall.</p> <p>-ensure all hand sanitisers, soaps and paper dispensers are available and topped up and in every room</p> <p>-Hand sanitiser available and topped up at entrances and exits</p> <p>-Provide classrooms with lidded bins in order to dispose of tissues and other waste. Medical bins to be used in treatment rooms.</p> <p>-Door Stops to enable ventilation</p> <p>-Conduct an audit of ICT equipment to plan for safe use within school and allocate to rooms.</p> <p>-Access to water and sinks signposted and made readily available. Staff to children’s top up water bottles at interval points – water fountains not in use for pupils.</p> <p>-Stockport Council have provided relevant PPE and this readily available on site for emergencies. It will be boxed in the office by</p>	<p>ES</p> <p>RCI</p> <p>AB and cleaning team.</p> <p>AB</p> <p>AB</p> <p>AB</p> <p>AB</p> <p>TP with support from ESI tech</p> <p>Class teachers</p>	
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			<p>the school mobile with a COVID treatment plan.</p> <p>-All the above resources will be checked daily by the site manager.</p>	AB/TP	
	If pupils or staff are unaware of the symptoms related to the virus, they may not know to self-isolate		<p>-Communicate to staff and parents to remind them of the common symptoms and rules for self-isolation – for parents include in COVID standard protocols for reopening.</p> <p>Use Public Health England (PHE) posters at entry points to the building to raise awareness</p> <p>Ensure all staff have viewed the most recent NHS resources for COVID-19, including symptoms and associated school policies</p> <p>Flow diagram created to add to critical incident policy related to pupil/ staff displaying symptoms on site.</p>	<p>RC/JM (Staff) GN (Parents)</p> <p>AB</p> <p>RC/JM</p> <p>TP</p>	
Planning for Social Distancing	If the demand for school places is too large, this may affect the ability to maintain the ability to socially distance		<p>-Initial group sizes to be determined based on identified entry and exit points. Then class teachers to split their class into groups of 15* no more than 13 for Nursery and based on the knowledge they have of the children.</p> <p>*Update guidance from DFE section 4.1 Reception is subject to school admissions (infant class size) regulations, therefore, schools should follow the primary</p>	<p>TP and then Class teachers</p> <p>RC</p>	



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			<p>guidelines for reception which sets a limit of 15 children per group.</p> <p>-Appropriate staffing ratios – minimum 1 familiar and consistent adult assigned to each group.</p> <p>-Key worker families to remain in these groups and not reintegrate from 1 June.</p> <p>-One way system will be in effect to avoid overcrowding and in operation during breaks and lunchtimes.</p>	<p>HF/YW to co-ordinate and assess</p> <p>AB/ SLT</p>	
	If classroom environments are not conducive to enabling social distancing, the risk of transmission is higher		<p>-Remove soft furnishings</p> <p>-Remove unnecessary items from rooms</p> <p>-Room occupancy assessment based on social distancing application.</p> <p>-Assess room layout to create sufficient space to enable 2 meter distance, where possible, and ensure that there are clear entries and exits to and from the room.</p>	<p>TAs</p> <p>AB</p> <p>Class Teachers to rearrange furniture to maximise space.</p>	
	If the playground space is not separated, we will be unable to maintain social distancing		<p>Each learning space to have a dedicated and defined outdoor space.</p> <p>Outdoor spaces clearly timetabled.</p>	<p>CK</p> <p>JM</p>	





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			2 metre markers indicated between play spaces.	CK/AB	
	There may not be sufficient space for identified year groups and key worker children to attend		<p>-Re assessment key worker provision with all families, according to criteria of place allocation for key workers.</p> <p>Put key worker groups into groups of 15, then reassess the physical and staffing capacity to allocate places for Reception, Year 1, Nursery and then Year 6.</p> <p>-Allocate rooms for the remaining year group spaces.</p> <p>-Re adjust school timetable to develop use of outdoor and shared space (inc. staff room).</p> <p>-PPA and leadership time to be offsite where possible, using zoom/teams.</p> <p>-All parents to receive a schedule of return and a protocol for supporting this Risk Assessment.</p> <p>-If there is not sufficient space to allow for the return of all identified year groups, continue with remote learning strategy.</p> <p>-Timetable and staff structure to accommodate breaks and lunch for both children and staff.</p> <p>-The school will review provision every three weeks to ensure that bubbles are operating efficiently to meet the needs of the community. Places will be offered as they</p>	<p>GN/CK</p> <p>SLT</p> <p>JM</p> <p>JM / CK</p> <p>All staff</p> <p>TP</p> <p>Class teachers</p> <p>RC</p> <p>SLT</p>	



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			become available and where it is safe to do so following the period of review.		
Premises	If the building is not currently signposted to encourage social distancing with increased numbers, children and staff may forget to do this		<p>-1 way system of flow developed around the building – including 2 meter markings around the building.</p> <p>-social distancing posters in place to encourage good habits.</p> <p>-reminders for protocols on doors for shared spaces eg staffroom and toilets</p> <p>-pupil toilets designated to specific room allocations in order to reduce numbers of pupils accessing.</p> <p>-One child to go to the toilet per bubble at any one time. Pupils to be trained in a socially distanced procedure for entering and exiting toilets, floor markings to support this.</p> <p>-All ventilation points are assessed to ensure ready access and can be used. These are risk assessed in line with fire door regulations.</p>	<p>AB/CK</p> <p>TP</p> <p>TP</p> <p>CK</p> <p>AB</p> <p>AB</p>	
	School needs additional cleaning at more regular intervals than is usually in place		<p>-Continue with live cleaning deployment within schooling hours.</p> <p>-utilise cleaning plan as specified by site manager in accordance with DFE specifications.</p> <p>-Liaise with Scrutiny to discuss contingency options for staffing.</p>	<p>AB</p> <p>Scrutiny Cleaning and all staff</p>	



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	<p>Contractor personnel may be unaware of their duty related to hygiene and safety in accordance with this risk assessment</p>		<ul style="list-style-type: none"> <li>-Share risk assessment with all contractors.</li> <li>-Liaise with Dolce to establish their hygiene practices and how this will be managed in maintain social distancing</li> <li>-Children to eat lunch in classrooms, or in their designated outdoor space, supervised by teachers and support staff allocated to that group to reduce contact with contractor personnel.</li> <li>-Dolce lunch being provided boxed in their rooms and must be ordered online as children will not be able to use the Touchscreen. Packed lunches are to be brought in with a sealed lunchbox/bag that will be kept on their table</li> </ul>	<p>AB/JJ</p> <p>JJ</p> <p>Class teachers and support staff</p> <p>HF</p>	
	<p>If the water have becomes contaminated due to underuse, it could contain bacteria</p>		<ul style="list-style-type: none"> <li>-Legionella testing conducted and recorded in school</li> <li>-water tanks drained and tested.</li> </ul>	<p>AB</p> <p>AB</p>	
	<p>If there isn't sufficient water flow into the building to maintain regular handwashing schedules, it will be difficult to maintain regular hand washing schedules</p>		<ul style="list-style-type: none"> <li>*United Utilities have repaired fault in water mains in road.</li> <li>-Works assessed and guarantees of work sought</li> <li>-Water pressure testing and water pressure scenarios conducted before opening</li> <li>-Hand washing schedules created for each room to maximise flow in the building.</li> </ul>	<p>AB with United Utilities</p> <p>AB</p> <p>AB</p> <p>RC</p>	



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			-Identify which areas of school have hot water, such as toilets.	AB	
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**COVID-19 RISK ASSESSMENT FOR SCHOOL OPENING : IN OPERATION**

Category of Risk	Area of Risk	Risk Level	Mitigation	Who	Risk Level	Risk Status
Infection Control	If pupils or staff present as unwell with Covid symptoms the risk of infection will be high	25	<p>Identified medical area in school with access relevant PPE. Testing organised for staff Testing signposted for parents</p> <p>If a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days.</p> <p>Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.</p> <p>Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days, along with the staff who have been working with this group. The other household members of that wider class or group do not need to self-isolate unless the child, young</p>	<p>TP</p> <p>TP TP</p> <p>TP circulate Flow diagram HF/YW (as applicable)</p> <p>HF/YW</p> <p>HF/YW</p>	12	Open



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	<p>If children attend other settings or attend on an adhoc basis this may increase the risk of exposure as more settings and environments may be visited.</p>	15	<p>person or staff member they live with in that group subsequently develops symptoms.</p> <p>Temperature checks to be conducted if child presents as being unwell.</p> <p>Space where infected groups have been operating sealed and closed in order to ensure a full and thorough deep clean of the space used by the infected group conducted.</p> <p>Children, including key worker children, will be asked to attend full time.</p> <p>Children will not be allow to attend our setting if they attend another educational setting in the day.</p> <p>Continue use government measures to inform future risk mitigations eg: Track and Trace.</p>	<p>TP</p> <p>AB</p>	9	
	<p>Treatment may be required for non covid related injuries/ illness</p>	10	<p>Treatment boxes with first aid equipment are distributed amongst rooms. First-aiders are allocated for treatment.</p>	<p>TP</p>	2	Closed
	<p>Pupils or staff may present as anxious or stressed as a result of the current situation</p>	12	<p>Curriculum adapted to thematically explore physical and mental health.</p> <p>Talk to the children about the new school procedures to ensure they understand and have consistency in application – daily with children (hygiene modelling, new school timetable).</p>	<p>CK</p> <p>Working Party for resourcing.</p>	4	Closed



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			<p>Vulnerable pupils to be placed in bubbles with a familiar adult. Teachers oversee whole class from a distance. Friendship groupings considered if the risk of wellbeing outweighs the risk of the virus.</p> <p>Pupils use school provided 'care' package.</p> <p>Continue to use remote learning platforms to maintain contact between home and school as a means of reducing anxiety.</p> <p>Refer to the safeguarding policy flow chart to support actions taken to reduce vulnerability.</p> <p>Children to be able to have 1:1 conversation with trusted adults, who are already working with their group, where this may be supportive.</p> <p>-Continued virtual 'check-ins' by pastoral lead</p> <p>-Pastoral lead to train support staff in anxiety de-escalation techniques</p> <p>-Provide regular opportunities for discussion and reassurance for staff remotely through continued virtual meetings.</p> <p>-Regular staff meetings virtually including staff wellbeing.</p> <p>-Resources signposted to staff to support their wellbeing.</p>	<p>Class teachers</p> <p>RC / CK</p> <p>Class teachers</p> <p>Class teachers</p> <p>Class teachers</p> <p>CF</p> <p>CF</p> <p>RC / JM</p> <p>RC/JM</p> <p>GN</p>		
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	<p>If the virus was to be on the premises, it may spread within the group/bubble</p>	20	<p>Pupils and staff will remain in their allocated groups/bubbles.</p> <p>Staffing allocation is greater in order to accommodate expanded Reception bubbles with a maximum size of 15.</p> <p>Pupils maintain classroom seating plan.</p> <p>Minimise mixing through grouping i.e. children arriving in allocated bubbles should remain in the same bubbles.</p> <p>Pupils use school provided 'care' package.</p> <p>Children to use trays to support the ease of table and resource cleaning.</p> <p>High risk surfaces are regularly cleaned using in class cleaning equipment.</p> <p>Pupil hygiene education to ensure regular handwashing and promote good hygiene.</p> <p>Pupils do not bring in PE bags from home into school and staff should not take resources or books from school home with them – children to use cloakrooms no more than 2 at a time.</p> <p>Pupils will not utilise the reading books in school and will continue to use online library access.</p>	<p>Class teachers</p> <p>All staff</p> <p>RC + Class teachers</p> <p>Class teachers and cleaning staff</p> <p>Class teachers</p> <p>SLT comm. to parents, reinforced by class teachers.</p> <p>JM</p> <p>SLT comm. to parents</p> <p>Class teachers</p>	4	Closed
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			<p>Pupils and staff wash clothing worn at school on a daily basis.</p> <p>Families given the choice to send pupils in dressed in uniform. Children must be in trainers throughout the day. Children will not change for PE lessons/outdoor provision.</p> <p>Pupils and staff to wash hands immediately on entry into school and at regular intervals throughout the day.</p> <p>Teachers to explicitly teach and supervise handwashing – hygiene lessons at explicit part of the timetabled day.</p> <p>Teachers to wash hands and wipe surfaces before and after handling children’s books.</p> <p>Staff trained in all the above actions.</p>	<p>Class teachers</p> <p>All Staff</p> <p>All staff</p> <p>All staff</p> <p>SLT</p>		
	<p>If the virus was to be on the premises, it may spread between groups of children/adults around the school</p>	<p>15</p>	<p>Pupils maintain a circulation plan.</p> <p>Ensure pupils can read and understand signage around the school to support PHE advice and social distancing measures.</p> <p>Pupils use school provided ‘care’ package</p> <p>Ensure ICT equipment is divided and allocated to classrooms.</p>	<p>Class teachers to remain with children in corridors and reinforce rules.</p> <p>Class teachers</p> <p>Phase Leaders</p> <p>Class teachers</p>	<p>3</p>	<p>Closed</p>





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			<p>Where ICT equipment is not available on an individual use basis, ensure that equipment is not shared without being cleaned.</p> <p>Ensure that resources are printed for children when devices are not available to use.</p> <p>High risk surfaces are regularly cleaned using in class cleaning equipment.</p> <p>Pupil hygiene education part of whole school family topic to provide consistent message.</p> <p>Each room to have an identified equipment box for outdoor activities. Considering what can be cleaned easily.</p> <p>Pupils to eat lunch in their designated space in rooms or outdoor space.</p> <p>Timetable for break-time provision to be created, with designated outdoor space for each group of children. Break and lunchtimes to be supervised by the staff responsible for that particular group.</p> <p>Mid-day assistants to be allocated to a specific group of children and to stay with this group of children to reduce the risk of cross contamination.</p> <p>Staff to take their breaks outside, wherever possible and strictly limit numbers in the staff room. Staff to be covered by the other member</p>	<p>Class teachers</p> <p>Class teachers and cleaning staff</p> <p>CK – Recovery Curriculum</p> <p>PE team</p> <p>Class teachers</p> <p>JM/CK</p> <p>JM/CK MM</p> <p>Communicated by SLT</p>		
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			<p>of staff in their room to avoid cross-contamination.</p> <p>Pupils and staff to wash hands immediately on entry into school, and regularly throughout the day. Teachers to explicitly teach and supervise handwashing</p> <p>Regular 'touch' areas included in cleaning plan and resources allocated such as wipes for these areas eg: phones, photocopier etc.</p> <p>If evacuation of the building is required due to a fire the same designated points to be used but social distancing to apply and lines to form onto the field not the playground.</p> <p>Staff trained in all the above actions.</p>	<p>Class teachers</p> <p>AB</p> <p>TP to update procedure</p> <p>SLT</p>		
	<p>Whilst all measures are in place, pupils may still not be able to maintain stringent social distancing measures</p>	18	<p>-pupils will work independently using the online learning resources wherever possible. Work will continue to be set and marked online using Dojo avoiding contact with books.</p> <p>-premises measures as highlighted above will seek to promote and control social distancing.</p> <p>-Staff model social distancing as good practice. Senior leaders to monitor this in actions.</p> <p>-Timetabling and staffing will limit the flow of pupils around the building.</p>	<p>Class teachers</p> <p>AB</p> <p>All staff</p> <p>JM/RC</p> <p>All staff</p>	8	Accepted



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			-Pupils will remain in their allocated groups with their allocated staff and polices such as the behaviour policy will still apply.			
	If there are not sufficient staffing levels, the school will be unable to remain open for all pupils	12	<p>-Arrange staffing structure to accommodate for this as a contingency. If staffing levels drop too low apply critical incident policy for closure of school.</p> <p>-Strategy in place to key year groups starting with Reception.</p> <p>-Where there is not sufficient staffing levels to maintain numbers of children in school, direct parents to online learning platforms such as Oak National Academy including ClassDojo.</p> <p>-If symptomatic, staff to access testing.</p> <p>-Develop timetables to identify when staff are deployed to work in classroom environments or in other spaces in the school.</p> <p>The school will utilise staff from within the Trust who have not been mixing with other children to cover staff illness and as a last resort request that parents keep the affected bubble at home until staffing resumes.</p>	<p>RC/JM</p> <p>HF</p> <p>Class teachers</p> <p>TP</p> <p>CK/JM</p> <p>SLT/ELT</p>	4	Closed
	If children and staff are in contact through transitory contact (passing in corridors), there is an increased risk of transmission	10	-Use of the one way system in school by all.	AB	2	Closed
		15	-Ensure all windows are open in rooms occupied and in shared spaces.	Class teachers	5	Closed



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	If ventilation is not fully utilised, it may be inadequate		-ensure all doors, which are not fire doors (or deemed fit to be open) are propped open.	Class teachers		
Movement on and off site	If parents come into contact with other parents at school drop and pick up, the virus could spread through families, onto the premises	20	-Parent pick up/drop off protocols – see map arrival plan. Parents to use allocated drop off and pick up points.	TP to comm. (ParentMail)	8	Accepted
			If travel safe protocols are breached, communications sent through the office in a staged response to: remind, reinforce, redirect or restrict entry. If behaviours are not rectified the child's place may be at risk on the school site whilst these measures are in place.	VM/GN via Office		
			-Admin team consider ways to restrict and manage entry to the building.	TP/HF		
			-Stagger start and end times and designate specific drop off point for each group of children.	JM		
			-One parent to collect their child from the designated location (school gate/chaperone service location).	SLT Parent comm. (ParentMail)		
			-visitors on site limited to designated parts of the building near the front of the school to limit contact in the building.	CK		
			-only identified staff on site in the relevant designated rooms to minimise contact.	CK		
			-Location points for drop off and pick up will be allocated by address.			



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				All staff		
	Pupils, staff or parents may not display symptoms because they are asymptomatic carriers of the virus.	15	<p>-Parents, pupils and staff made aware of symptoms in relation to the virus.</p> <p>-If household members become symptomatic, reinforce NHS advice and contact. Keep in contact with the family to ascertain next steps for the school.</p>	<p>GN – via travel protocols</p> <p>HF/YW</p>	10	Accepted
	If staff come into contact with public in close proximity with virus, there is an increase possibility of the virus coming onto the premises	15	<p>-Admin staff to develop systems and structures to mitigate against this in limiting contact and entry into the building as specified in the parent protocols.</p> <p>- Establish online 'live chat' for general enquiries</p> <p>-parents and visitors only admitted onto the school site, and into the school building, when strictly necessary and by appointment only.</p>	<p>TP</p> <p>HF</p>	5	Closed
	Educational visits	8	-No educational visits will be conducted or booked in this time unless it is within a premises which is known and maintains its own risk assessment.	All staff	4	Closed

This risk assessment has been shaped and approved by the staff, Trustees and teaching unions.

## RISK REGISTER

### Likelihood

5 Very High	There is little doubt that it will happen soon
4 High	Strong chance it will happen in the next year
3 Significant	50/50 chance this will happen in the next year
2 Low	Not expected to happen in the next year
1 Very Low	Almost impossible

### Severity

5 Catastrophic	Loss of operations for more than a week; severe injuries or loss of life; gross failure to meet national / professional standards; major <u>long term</u> consequences; extensive coverage in press; major financial loss then threatens existence.
4 High	Loss of operations for up to a week; severe injuries; severe financial loss with impact on operations; damage to reputation, local press coverage
3 Moderate	Some disruption to operations for 48 hours; short term illness / injuries; some damage to reputation; financial loss than can be managed within budget.
2 Low	Limited short-term disruption to operations; minor injuries / illness; small financial loss.
1 Negligible	Not a noticeable effect on the school; no injuries; no damage to reputation.

### Risk Matrix

Figure 1 - Risk Assessment Matrix

