

Area/Activity Assessed	Primary School Phase 3 Reopening – COVID-19	Responsible Person	Head Teacher
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Persons Exposed	Employees <input checked="" type="checkbox"/>	Contractor <input checked="" type="checkbox"/>	Young Person <input checked="" type="checkbox"/>	Expectant Mother <input type="checkbox"/>	Visitors and/or Public <input checked="" type="checkbox"/>	Trespassers <input type="checkbox"/>
Frequency of Exposure	Continually <input type="checkbox"/>	Hourly <input type="checkbox"/>	Daily <input checked="" type="checkbox"/>	Weekly <input type="checkbox"/>	Monthly <input type="checkbox"/>	Yearly <input type="checkbox"/>
Duration of Exposure	Less than 1hr <input type="checkbox"/>	1-2 hrs <input type="checkbox"/>	3-4 hrs <input type="checkbox"/>	5-6 hrs <input type="checkbox"/>	7-8 hrs <input type="checkbox"/>	More than 8 hrs <input checked="" type="checkbox"/>

Probability - (5=Very Likely, 4=Likely, 3= Quite Possible, 2= Possible, 1= Unlikely)
 Severity - (5=Catastrophic, 4=Major, 3=Moderate, 2=Minor, 1=Insignificant)

0-8 - Low risk No Action Required.
 9-15 - Medium risk Ensure adequate controls are in use.
 16-25 - High Risk Stop operation and implement adequate control measures

This Risk Assessments was implemented on the 24th March 2020 by Compliance Education and checked by schools Head Teacher and SMT/SLT, School Trust and School Governors

It will be reviewed on a regular basis and when there have been significant changes in government, public health and local authority guidance.

The risk assessment highlights all control measures the school have put in place to ensure the school is COVID-Secure for all staff, pupils, visitors and contractors, See the school Plan for further information on how these control measure will be implemented.

Risk Assessment(s) Reviewed	Name of Reviewer	Date	Signature
Partial Reopening risk assessment implemented	Compliance Education	24 th March 2020	<i>Compliance</i>
School Reopening risk assessment Phase 1	Compliance Education	30 th April 2020	<i>Compliance</i>
School Reopening risk assessment Phase 2	Compliance Education	13 th May 2020	<i>Compliance</i>
School Reopening risk assessment Phase 3	Compliance Education	8 th July 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	7 th August 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	28 th August 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	7 th September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	10 th September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	17 th September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment Changers made due to the introduction of UK and local restrictions	Compliance Education	23 rd September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment Changers made due to the introduction of NHS Test and Trace App	Compliance Education	30 th September 2020	<i>Compliance</i>
System of controls added to section 6	Compliance Education	29 th October 2020	<i>Compliance</i>
Attendance: Added section 1 Workforce New section added (18) Safeguarding Added to section 1	Compliance Education	29 th October 2020	<i>Compliance</i>

School uniform Added to section 1 Wraparound provision and extra-curricular activity Added to section 1 Behaviour expectations added in to section 1 Contingency planning for outbreaks Added to section 1			
Staff who are pregnant included section 3	Compliance Education	29 th October 2020	<i>Compliance</i>
Visitors on site amended section 7	Compliance Education	29 th October 2020	<i>Compliance</i>
Ventilation added to section 1	Compliance Education	29 th October 2020	<i>Compliance</i>
Section 1 Wrap Around Care	Compliance Education	17 th November 2020	<i>Compliance</i>
Section 3 Staff and Pupils who have received medical advice	Compliance Education	17 th November 2020	<i>Compliance</i>
Section 7 Travel	Compliance Education	17 th November 2020	<i>Compliance</i>
Section 11 Outside the classroom	Compliance Education	17 th November 2020	<i>Compliance</i>
Section 1 Testing included	Compliance Education	4 th January 2021	<i>Compliance</i>
Section 3 Expectant mother	Compliance Education	4 th January 2021	<i>Compliance</i>
Section 4 Testing and communication included	Compliance Education	4 th January 2021	<i>Compliance</i>
Section 6 Testing included	Compliance Education	4 th January 2021	<i>Compliance</i>
Section 11 Face coverings and team sports updated	Compliance Education	4 th January 2021	<i>Compliance</i>

No	Hazard	Initial			Existing Control Measures	Residual			Additional Controls
		Severity	Probability	Risk		Severity	Probability	Risk	
1	School reopening after lockdown	4	3	12	<ul style="list-style-type: none"> Where necessary the building was deep cleaned before reopening. All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19. The Schools reopening plan has been created in line with current Government, Public Health, DfE guidelines and is reviewed on a regular basis. <p>As part of the Governments guidelines</p> <ul style="list-style-type: none"> All staff and pupils will have access to coronavirus tests via the NHS website. Strict guidelines have been produced and will be implemented by the school as far as reasonably practicable. (<i>The school reopening plan</i>) 	4	2	8	

					<ul style="list-style-type: none"> • It is vital for all children to return to school to minimise, as far as possible, the longer-term impact of the pandemic on children’s education, wellbeing and wider development. • Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance has therefore been mandatory from the beginning of the autumn term. This means from that point, the usual rules on school attendance apply, including: <ul style="list-style-type: none"> • parents’ duty to secure their child’s attendance regularly at school (where the child is a registered pupil at school and they are of compulsory school age) • schools’ responsibilities to record attendance and follow up absence • the availability to issue sanctions, including fixed penalty notices in line with local authorities’ codes of conduct • Safeguarding • Schools should consider revising their child protection policy (led by their designated safeguarding lead) to reflect the return of more pupils. Schools must have regard to the statutory safeguarding guidance, keeping children safe in education. • Designated safeguarding leads (and deputies) should be provided with more time, especially in the first few weeks of term, to help them provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children’s social care and other agencies where these are appropriate. Agencies and services should be working together to actively look for signs of harm. Designated safeguarding leads will be best placed to co-ordinate multi-agency working within a school, including communication with school nurses. • This is important for safeguarding and supporting wellbeing, as school nurses have continued virtual support to pupils who have not been in school. • School Uniform • It is for the governing body of a school (or the academy trust, in the case of academies) to make decisions 				
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				<p>or to undertake education or training, and for the purposes of respite care (for vulnerable children). This includes activities and clubs related to PE, sport, music, dance and drama.</p> <p>Behaviour</p> <ul style="list-style-type: none"> Schools should consider updating their behaviour policies with any new rules and consider how to communicate their updated policies clearly and consistently to staff, pupils and parents. They should set clear, reasonable and proportionate expectations of pupil behaviour. Further details are available in the guidance on behaviour and discipline in schools. Schools should set out clearly at the earliest opportunity the consequences for poor behaviour and deliberately breaking the rules. They should also set out how they will enforce those rules including any sanctions. This is particularly the case when considering restrictions on movement within school and new hygiene rules. Schools will need to work with staff, pupils and parents to ensure that behaviour expectations are clearly understood and consistently supported, taking account of individual needs. They should also consider how to build new expectations into their rewards system. Adverse experiences or lack of routines of regular attendance and classroom discipline may contribute to disengagement with education upon return to school, resulting in increased incidence of poor behaviour. Schools should work with those pupils who may struggle to reengage in school and are at risk of being absent or persistently disruptive, including providing support for overcoming barriers to attendance and behaviour and to help them reintegrate back into school life. We acknowledge that some pupils will return to school having been exposed to a range of adversity and trauma including bereavement, anxiety and in some cases increased welfare and safeguarding risks. This may lead to an increase in social, emotional and mental health concerns and some children, particularly vulnerable groups such as children with a social worker, previously looked-after children who left care through adoption or special guardianship, and young carers, will need additional support and access to services such as educational psychologists, social workers and counsellors. Additionally, 			
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				<p>the day are unlawful, regardless of whether they occur with the agreement of parents or carers.</p> <ul style="list-style-type: none"> Schools should be mindful that it is unlawful to punish a child for the actions of their parents, and to consider this when applying sanctions (for example refusing to allow a pupil to class because their parents did not attend a meeting or because the parents brought the pupils to school late would be unlawful). Ofsted will continue to look for any evidence of off-rolling. Off-rolling is never acceptable. Ofsted is clear that pressuring a parent to remove their child from the school (including to home educate their child) is a form of off-rolling. Elective home education should always be a positive choice taken by parents without pressure from their school. <p>Contingency Plans</p> <ul style="list-style-type: none"> For individuals or groups of self-isolating pupils, remote education plans should be in place. These should meet the same expectations as those for any pupils who cannot yet attend school at all due to coronavirus (COVID-19). See the section on remote education support. In local areas, where restrictions have been implemented for certain sectors (from national direction), we anticipate that schools will usually remain fully open to all. There is an additional requirement that face coverings should be worn by staff and students, in schools and colleges, from year 7 and above, outside classrooms when moving around communal areas where social distancing cannot easily be maintained. However, there may be exceptional circumstances in which some level of restriction to attendance at schools is required in a local area. The Department of Health and Social Care (DHSC) has updated their contain framework to include an overview of the tiers of intervention for schools and colleges when managing local outbreaks and implementing restrictions. We have also published guidance for decision makers at mainstream schools with secondary year groups, to help them plan for a schools tier 2 rota model if required. In the event of local restrictions on schools and colleges being required, we will publish further operational guidance for schools and colleges in the affected area, in order to notify them of 				
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				<ul style="list-style-type: none"> providing flexibility to allow additional, suitable indoor clothing. For more information see School uniform rearranging furniture where possible to avoid direct drafts <p>Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</p> <p>Testing Lateral Flow Tests are available at Local Authority testing centres across the region to help detect asymptomatic cases of Coronavirus. Early detection of asymptomatic cases reduces people unwittingly transmitting the virus. All staff and students are encouraged to make use of these tests in addition to the ongoing system of control measures in place.</p>				
2	Coronavirus spread from one country to another	4	3	12	<ul style="list-style-type: none"> Current UK Government Travel guidelines will be followed. Where necessary the Head Teacher will instruct all pupils and staff who have travelled abroad to adhere to current government guidelines and “(Self-isolate for 14 days at a declared UK address”). 	4	1	4
3	Staff and Pupils who have received medical advice regarding social distancing, shielding due to underling health condition or classed as a vulnerable person because a member of their household is vulnerable, or they are from the BAME community.	4	4	16	<ul style="list-style-type: none"> The school has liaised with their staff and parents to ascertain which members of staff and students are at higher or moderate risk from coronavirus. Where necessary the school has carried out Vulnerable Persons risk assessment, reviewed Educational Care Plans and conducted a Needs Assessment. Staff and Parents will follow the advice given to them by their/or their child’s General Practitioner. Staff and Parents have a responsibility to keep their/the manager/head teacher informed of any changers to their/or their child’s condition or the advice given to them by their/or their child’s General Practitioner. The School have reviewed each indivual case to ensure all necessary precautions are in place to protect each vulnerable person. Temporary adjustments when necessary will be put in place. Those individuals who are clinically extremely vulnerable are advised to work from home and not to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP. Staff should talk to their employers about how they will be supported, including to work from home where possible, during the period of national restrictions. Out- 	4	2	8

				<p>of-school settings should continue to pay clinically extremely vulnerable staff on their usual terms.</p> <ul style="list-style-type: none"> All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable. Further guidance to the clinically extremely vulnerable is available. Pregnant women are in the 'clinically vulnerable' category and are generally advised to follow the above advice Pregnant women of any gestation should not be required to continue working if this is not supported by a risk assessment. Women who are 28 weeks pregnant and beyond, or are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from COVID-19 at any gestation, should take a more precautionary approach. Employers should ensure pregnant women are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable (this group may previously have been advised to shield). 				
4	<p>Staff and Pupils showing signs or confirmed of having Coronavirus</p> <p>Or a member of their household is suspected or confirmed with having Coronavirus</p> <p>Or contacted through the NHS Test and Trace</p>	4	2	8	<ul style="list-style-type: none"> Staff and Pupils are instructed NOT to attend classes if they or a member of their household are displaying Coronavirus symptoms or they have received notification from the NHS Test and Trace to self-isolate as they have been in close contact with someone. Staff and Pupils are asked to follow the advice of the NHS/GP and should self-isolate for 10 to 14 days. Up on instruction of the NHS/GP all persons and persons linked to a person showing signs of coronavirus may be tested. Staff have a legal obligation to adhere to NHS Test and Trace self-isolation rules https://www.gov.uk/government/news/new-legal-duty-to-self-isolate-comes-into-force-today All Staff and Parents have a responsibility to inform the school immediately of the result of the COVID-19 test (Negative/Positive) A staffing plan is in place to ensure safe staffing levels are achievable, agreed established and monitored appropriate to group sizes/ pupil needs and the activities required. 	4	1	4

				<ul style="list-style-type: none"> In line with evolving advice, the practice of social distancing should be carried out with a general assumption of all parties being potentially asymptomatic carriers, therefore reducing unnecessary contact in all situations Communicate the availability of Lateral Flow Testing to all school users. Communicate the upcoming availability of Lateral Flow Testing within secondary school settings and encourage participation in regular testing 				
5	Lack of control over contractors/visitors coming onto site	4	2	8	<ul style="list-style-type: none"> During school hours No contractor or visitor will be allowed onto the school premises or into the school building without an appointment or permission from the Head Teacher. All contractors and visitors are instructed to report to the Main school reception upon arrival. All contractors and visitors will be instructed to adhere all social distancing school rules. All contractors and visitors are asked for verbal or written evidence to confirm that: <ol style="list-style-type: none"> I am at presently not suffering from any symptoms or have tested positive for coronavirus within the last 14 days. No member of my household or support bubble are displaying symptoms or have tested positive for coronavirus within the last 10 days. I have not travelled abroad to any country outside of the 'travel corridor' with in the last 10 days. I have not been contacted by the NHS Test and Trace service within the last 10 days. The school reserves the right to deny access or request a person to leave the school premises if the person was deemed to be displaying coronavirus symptoms or being aggressive or abusive to school staff it may be appropriate for schools to consider a flexible approach to interviews, with alternative options to face-to-face interviews offered where possible 	4	1	4
6	Staff and Pupils displaying symptoms.	4	3	12	<p>Whilst on site.</p> <ul style="list-style-type: none"> The School will be notified immediately. Staff and Pupils displaying symptoms of Coronavirus will be sent home. 	4	2	8

				<ul style="list-style-type: none"> • Early detection of Coronavirus limits the risk of transmission. Lateral Flow Tests are available at Local Authority testing centres across the region to help detect asymptomatic cases of Coronavirus. Early detection of asymptomatic cases reduces people unwittingly transmitting the virus. All staff and students are encouraged to make use of these tests in addition to the ongoing system of control measures in place, Local testing centres are putting measures in place to prioritise school user testing. <p>Response to any infection</p> <ul style="list-style-type: none"> • 9) Engage with the NHS Test and Trace process. • 10) Manage confirmed cases of coronavirus (COVID-19) amongst the school community. • 11) Contain any outbreak by following local health protection team advice. • Numbers 9 to 11 must be followed in every case where they are relevant. • 				
7	Unable to social distance on public transport	4	3	12	<p>Dedicated school transport</p> <ul style="list-style-type: none"> • Staff and pupils are advised to practice social distancing • Where possible pupils are grouped together on transport which reflects the POD or year group adopted by the school • Hands are sanitised upon boarding and/or/disembarking • The School vehicle is cleaned regularly. • pupils are instructed to maintain an orderly queue and where possible seated in order of dismemberment. • All pupils will wear a face covering if they are likely to come into contact with people outside their group/POD. <p>If it is necessary to travel, those travelling are encouraged to walk where possible and to plan ahead and avoid busy times and routes on public transport. This will allow people travelling to maintain social distancing.</p> <p>If it is necessary for a childminder to pick up or drop off a child at school and walking is not practical, then a private vehicle for single household use is preferable</p> <p>Public Transport</p>	4	1	4

8	Unable to social distance when administering first aid	5	2	10	<p>Use of public transport should be minimised. Journeys should only be made:</p> <ul style="list-style-type: none"> • for education or childcare • for work purposes <p>Car Sharing or Parents picking pupils up</p> <ul style="list-style-type: none"> • All Staff and pupils 11yrs and over will wear a face covering if they are traveling with a person from another household. • Parents are responsible for the safety of their own children; Parents will arrange all travel arrangements between themselves. <p>Cycling</p> <ul style="list-style-type: none"> • The school has adequate/installed further bicycle security sheds/racks. <p>Training for removing face coverings</p> <ul style="list-style-type: none"> • Where necessary the school will provide safe instruction to all Staff and pupils on the importance of wearing a face covering and how to put it on and remove safely. 				
8	Unable to social distance when administering first aid	5	2	10	<ul style="list-style-type: none"> • The school will ensure an adequate number of First Aiders (First Aid at Work, Emergency First Aid) are always available. • The school will ensure staff requalification dates have not lapsed. • The school will ensure all First Aiders receive refresher training to ensure they are: <ul style="list-style-type: none"> ▪ Aware of the risks to themselves and others when approaching a casualty and the risk of cross contamination. ▪ Aware of the importance to keep themselves safe (wear PPE, hand washing, CRP safety) etc. ▪ Aware of the importance to keep up to date with relevant First Aid Advice ▪ Aware of their own capabilities <p>https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/</p> <p>RIDDOR</p> <ul style="list-style-type: none"> • The school will work closely with the Local Health Protection Team and follow their advice • The school will contact Compliance Education/Trust/LA immediately to report any confirmed Coronavirus cases or serious injuries as it may be necessary to file an HSE RIDDOR report. 	5	1	5	

9	Unable to social distance during an emergency	5	2	10	<ul style="list-style-type: none"> • Fire Risk Assessment completed in accordance with the Regulatory Reform (Fire Safety) Order 2005. • All alarm and emergency lighting systems are maintained by appointed competent contractor. • The COVID-19 fire procedure is explained to all staff members before the school reopens to pupils. • Regular fire evacuation drills are practised termly as a minimum. • All staff members receive fire awareness training at regular intervals. • Smoking is prohibited in the building in line with current legislation. • All alcohol-based hand sanitiser is situated far away from naked flames. • Alternative non-alcohol-based hand sanitisers are used in kitchens etc 	5	1	5	
10	Persons not following Social Distancing rules	4	3	12	<ul style="list-style-type: none"> • Staff and pupils repeatedly disobeying the rules will be managed immediately. • https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools • The School will do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum. • All staff and pupils are instructed in the importance of minimising contact and practising social distancing where possible. <p>This includes etc:</p> <ul style="list-style-type: none"> • Following all temporary alterations to the school's routine and procedures that have been implemented by the Head Teacher and SMT/SLT to protect both the staff and pupils • Staff and pupils are required to wash their hands for 20 seconds regularly throughout the day. Hand Sanitiser units are strategically placed around the building to supplement hand washing. • Staff and pupils are instructed to wash their hands before and after using equipment and eating, on arrival and when leaving their POD/bubble. • Staff and pupils are encouraged to cover their mouth and nose with a tissue. 'catch it, bin it, kill it' • Cleaning routines have been enhanced. 	4	1	4	

				<ul style="list-style-type: none"> The school timetable has been adjusted to factor in the need to stagger access/egress, breaks, lunch etc in order to reduce movement around the building. Where possible staff and pupils will refrain from having close face to face contact with another person. Staff are instructed to socially distance at all times from pupils and other members of staff. Staff and pupils are discouraged from gathering in large close groups. Staff and pupils are instructed to keep to the left-hand side of the corridor and stairs whilst walking around site. The Head Teacher reserves the right to agree to or ask staff and/or visitors to wear a face covering whilst in school where social distancing is not possible. 				
11	Lack of Social Distancing around site and in classrooms.	4	3	12	<p>The Head Teacher together with their SMT/SLT have put together a school plan which details all the new processes and procedures the school have put in place to ensure a COVID-Secure and Safe Environment for all staff, pupils and visitors.</p> <p>Outside the classroom:</p> <ul style="list-style-type: none"> The school stagger starts and finish times. The school will encourage parents as far as reasonably possible to refrain from gathering together outside the school gates. Where possible pupils will access their POD's/Bubbles directly. A robust system for dropping off and picking up of pupils has been implemented. Bubbles/POD's are kept apart, meaning that the school avoids large gatherings such as assemblies or collective worship with more than one Bubble/POD. School meals when ordered from school kitchen, consist of either hot meal options or packed lunches which are delivered to each Bubble/POD and left outside the classroom door. Packed lunches can be brought in from home and stored in each bubble area, separate to other bubbles. Movement along corridors is kept to a minimum. The school has assessed and where possible have put measures in place which avoids pupils moving from one POD/Bubble to another and ensures where possible pupils do 	4	1	4

				<p>not need to move through another POD/Bubble to get to the toilet.</p> <ul style="list-style-type: none"> • All outside areas have been assessed and where possible each Bubble/POD has been designated its own outside area, where this is not possible a bubble/pod rota has been put in place. • In early years settings, there is no change to the existing position. It is not mandatory for staff and visitors to wear face coverings. • In situations indoors where social distancing between adults in settings is not possible (for example, when moving around in corridors and communal areas), settings have the discretion to recommend the use of face coverings for adults on site, for both staff and visitors whilst acknowledging some individuals may be exempt. • Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between use. Where a face covering becomes damp, it should not be worn and the face covering should be replaced carefully. Pupils must be instructed not to touch the front of their face covering during use or when removing it and they must dispose of temporary face coverings in a ‘black bag’ waste bin (not recycling bin) or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom. <p>Within the Bubble/POD</p> <ul style="list-style-type: none"> • In order to reduce the risk of transmission all pupils are kept in consistent groups/POD’s/Bubbles • Pupils who are old enough, are seated at forward facing desks, laid out side by side. • Older pupils are encouraged to keep their distance. • Teachers are situated at the front of the class in their own designated teaching zone, so that as far as reasonably practicable teachers can maintain a social distance (2 metres) • Teachers where possible will adapt teaching and caring styles to minimise face-to-face contact. 			
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				<ul style="list-style-type: none"> • Teachers who operate across different class bubbles/pod's in order to facilitate the delivery of the school timetable are instructed on the importance of maintaining a distance between the children in each bubble and other staff. • Where social distancing cannot be maintained the risk is reduced by keeping children in smaller class sizes and staff avoid face-to-face contact • The ventilation in each room has been assessed, where necessary air conditioning units have been set to fresh air intake only, windows and none-fire doors are opened. • Rooms where ventilation is poor have been assessed separately and are only used to conduct short, small group invention sessions. • Each pupils is allocated their own pens, pencils etc. • All learning resources that are shared between Bubbles/PODs are cleaned or where possible placed in isolation for 48-72 hours before cleaned and used by another Bubble/POD • When it is deemed vital to our pupils learning, will we introduce a homework and reading book timetable that will take into consideration the risk of cross contamination between home and school. All books and homework brought back into school for marking are placed in isolation for 48-72 hours before being marked by the teacher. • Marking homework will take place in school to reduce the risk of cross-contamination. <p>Early Years Foundation Stage</p> <ul style="list-style-type: none"> • All soft furnishings, hard to clean equipment and excess furniture has been removed from the Bubble to enable the ease of cleaning and to provide more space to aid social distancing. • As we take children between 2 to 5yrs. The school ensures that at least one member of staff holds a current Paediatric First Aid certificate on occasions when this is not possible due to staffing issues the school will ensure that someone with a current First Aid at Work or Emergency Paediatric First Aider is in attendance. • EYFS Staff to child ratios are adhered to and when necessary any new entrants (level 2 or 3) are counted as a member of staff even if the have not completed a Paediatric First Aider course. (EYFS have agreed to waiver this rule due to COVID) 			
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				<ul style="list-style-type: none"> • The Catering Manager/Contractor will review their menu to reduce the number of catering staff in the kitchen at any one time. • The Catering Manager/Contractor will plan their meals to reflect the equipment needed and its location. • The Catering Manager/Contractor will look at ways to protect staff whilst serving. • Screen have been erected where necessary • Contactless payments are implemented <p>Library Department</p> <ul style="list-style-type: none"> • The School will keep abreast of all current guidelines in relation to library safety. • The school will review their staff rota so social distancing in the office is maintained. • The school will review their collection and return books process. • The school will monitor and manage the number of persons in the library at any one time. • Rooms are well ventilated <p>Drama, Music etc</p> <ul style="list-style-type: none"> • The Head Teacher will keep abreast of all current guidelines in relation to their specialist subjects. • All existing lesson risk assessments will be reviewed and adjusted with coronavirus in mind • Staff will keep their distance from pupils and other staff as much as possible (ideally 2metres) • Group numbers will be limited to allow for social distancing, group activity and movement. • Peripatetic teachers can move between schools, for instance, but you should consider how to minimise the number of visitors where possible. They will be expected to comply with arrangements for managing and minimising risk, including taking particular care to maintain distance from other staff and pupil <p>Playing Outdoors</p> <ul style="list-style-type: none"> • Playing instruments and singing in groups should take place outdoors wherever possible. If indoors, consider limiting the numbers in relation to the space. <p>Playing Indoors</p>			
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				<p>https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf.</p> <p>Offices/Reception</p> <ul style="list-style-type: none"> • A staff rota is in place in order to maintain social distancing in offices. • Where possible staff are asked to work from home. • Where necessary temporary offices are created around the school and/or screens are erected. • Touch points on equipment will be wiped down regularly. <p>Reception Area</p> <ul style="list-style-type: none"> • The reception desk is fully enclosed with a screen • A protective screen has been installed to the reception desk. • Only essential visitors and contractors are allowed on site and by appointment only. • Visitors are discouraged from gathering in large groups. • All unnecessary furniture in the reception area has been removed. • Where possible staff will refrain from having close face to face contact with others • Rooms are well ventilated <p>See School Plan for further details on how each department will manage and implement COVID safety measures.</p>					
12	Pupils mixing with other groups during Extra-curricular Provision	4	3	12	<ul style="list-style-type: none"> • Pupils where possible will be placed in year group POD. • Physical sports and activity groups will follow the same regulations as the PE curriculum <p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation</p>	4	1	4	

13	Lack over control over external clubs hiring the school facilities	4	3	12	<ul style="list-style-type: none"> The school will only allow external clubs and organisations to use/hire their facilities when it is ready and feels the school, the club or organisation can maintain a COVID-safe environment. The school will ensure all necessary building and grounds comply with government, sports, and performing arts guidance (example ventilation, Swimming Pool water PH-7.0) Schools will carry out all necessary due-diligence to ensure the club or organisation hiring the facilities have all the necessary qualifications and have provided the school with sufficient information on how they will ensure all persons attending and your facilities will be kept COVID-safe. A COVID contract will be drawn up. Where necessary a Coronavirus QR code will be obtained via https://www.gov.uk/create-coronavirus-qr-poster and displayed 	4	1	4	
14	Arranging and/or attending inappropriate Educational Visits	4	3	12	<ul style="list-style-type: none"> No overnight UK or Overseas Educational Visits will be organised or take place until it is deemed safe to do so. The school Educational Visits Co-ordinator is responsible for arranging none-overnight domestic educational visits. All none-overnight educational visits will be arranged with both educational value and coronavirus in mind. All Educational Visits will be checked and approved by the Head Teacher prior to the trip taking place. Each educational visit will be recorded on EVOLVE and will be checked by your EVOLVE Officer. (Compliance/Local Authority) EYFS trips to parks and public spaces are restricted to small groups in line with the wider government or local guidance. Example the 'rule of 6' and social distancing from all other park users is maintained. 	4	1	4	
15	Unable to stop the virus from spreading Personal Hygiene	4	3	12	<p>Transmission</p> <ul style="list-style-type: none"> The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs or sneezes. This virus can be readily isolated from respiratory secretions. There are two routes by which COVID-19 can be spread: directly from close contact with an infected person (within 2 metres) where respiratory secretions can enter the eyes, mouth, nose or airways - this risk increases the longer 	4	1	4	

				<p>someone has close contact with an infected person who has symptoms.</p> <ul style="list-style-type: none"> Secondly, indirectly by touching a surface, object or the hand of an infected person that has been contaminated with respiratory secretions and then touching one's own mouth, nose, or eyes. <p>Handwashing</p> <ul style="list-style-type: none"> Handwashing is one of the most important ways of controlling the spread of infections, The recommended method is the use of liquid soap, warm water and paper towels. Always wash hands after using the toilet, before eating or handling food, and after handling animals. <p>Coughing and sneezing</p> <ul style="list-style-type: none"> Coughing and sneezing easily spread infections. Persons are encouraged to cover their mouth and nose with a tissue. Wash hands after using or disposing of tissues. Spitting should be discouraged. <p>Personal protective equipment (PPE).</p> <ul style="list-style-type: none"> PPE for cleaners as per MSDS and/or COSHH risk assessments PPE for cleaners when completing a Deep Clean The correct PPE should be used when handling cleaning chemicals. PPE is worn as per the cleaning chemicals COSHH risk assessment or MSDS. PPE is worn by First Aiders <p>Nappy or Pad Changing (PPE)</p> <ul style="list-style-type: none"> Disposable gloves Fluid resistant type IIR surgical mask Only if you suspect the child may have coronavirus as you will be within 2 metres social distancing rule 					
16	Unable to stop the virus from spreading General Cleaning	4	3	12	<p>Cleaning of the environment,</p> <ul style="list-style-type: none"> The school is cleaned with normal household disinfectant. All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: Objects which are visibly contaminated with body fluids. All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells 	4	1	4	

				<ul style="list-style-type: none"> Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings. Monitor cleaning contracts and ensure cleaners are appropriately trained with access to PPE <p>Cleaning of blood and body fluid spillages.</p> <ul style="list-style-type: none"> All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wear PPE). When spillages occur, clean using a product that combines both a detergent and a disinfectant. Use as per manufacturer's instructions and ensure it is effective against bacteria and viruses and suitable for use on the affected surface. Never use mops for cleaning up blood and body fluid spillages – use disposable paper towels and discard clinical waste as described below. A spillage kit should be available for blood spills. <p>Clinical waste.</p> <ul style="list-style-type: none"> Always segregate domestic and clinical waste, in accordance with local policy. Used nappies/pads, gloves, aprons and soiled dressings should be stored in correct clinical waste bags in foot-operated bins. All clinical waste must be removed by a registered waste contractor. All clinical waste bags should be less than two-thirds full and stored in a dedicated area. 					
17	Failure to Deep Clean the school after a member of staff or child is suspected of having coronavirus COVID-19	4	3	12	<p>Deep Cleaning.</p> <ul style="list-style-type: none"> The school is cleaned with normal household disinfectant after someone with the suspected coronavirus COVID-19 has left to reduce the risk of others being infected. Where possible the area is closed and secure for 48 to 72 hours before the commencement of the deep cleaning. Suitable personal protective equipment is available Fluid resistant type IIR surgical mask Disposable gloves and apron Disposable eye protection (where there is a risk of splashing). Once used all PPE is disposed of 	4	1	4	

ACTION ARISING FROM RISK ASSESSMENT					
No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed

Useful Websites

Health and Safety Responsibilities	https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools
	https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm
	https://www.hse.gov.uk/services/education/faqs.htm#a1
Business Continuity Plan	https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings
Guidance for full opening – schools (published 2 nd July 2020)	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools
Current guidance on shielding	https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
Current guidance on Clinically vulnerable	https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people
Other nonmedical vulnerable people	https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes
Providing extra mental health support	https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers
	http://www.educationsupport.org.uk/
	https://www.eventbrite.co.uk/e/dfc-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380
Behaviour Expectations	https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools
Remote Education Support	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res
	https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources
	https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/

	https://edtech-demonstrator.lgfl.net/
	https://get-help-with-tech.education.gov.uk/about-bt-wifi
Coronavirus Symptoms	https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus
Stay at home guidance	https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance
Arranging a Test	https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested
Testing and Tracing	https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/
Contacting your Local Health Protection Team	https://www.gov.uk/guidance/contacts-phe-health-protection-teams
Guidance on staff wearing PPE	https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe
Site Manager/Caretaker	https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm
	https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown
	https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm
Cleaning	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings
Catering	https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19
Safer Travel	https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Educational Visits	https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings
	https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits
Extra-curricular provision	https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-

	during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak
Physical Education and Sports	https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation
	https://www.sportengland.org/how-we-can-help/coronavirus
	https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf
Science and Design Technology	http://www.cleapss.org.uk/
	https://www.ase.org.uk/resources/health-and-safety-resources
	https://www.data.org.uk/for-education/health-and-safety

Acknowledgement

The following members of staff have read this risk assessment.
Their signatures are confirmation that they have read and understood all of that which is within its contents.

Name	Signature	Date	Name	Signature	Date