




“He has come so that they may have life and live it to the full.” John 10:10

We are called to serve with Love, Inspiration, Empowerment and Joy.

Risk assessment title	COVID 19 - Schools reopening	Risk assessment version ref		 Knowsley Council
Service	Education	Safe system of work ref (if applicable)		
Employee group effected	School staff and pupils	School Name	Saint Edmund Arrowsmith Catholic High School	
Assessor's name:	Fiona Buckley Helen Pinnington	Job title	Knowsley Corporate Health and Safety Manager (Link Officer: Robbie Sullivan. Robert.Sullivan@knowsley.gov.uk) Headteacher @ SEA	

Indicate below the reason for completion of this checklist by inserting a date

First risk assessment date	Scheduled risk assessment review	Accident or incident	New work equipment	New work processes	New employee or new role	Change to method of working	Change to the work environment
May 2020	12 th July 2020						

Review Dates

- May 2020
- 12th July 2020
- 25th August 2020
- 7th September 2020
- 21st September 2020
- 9th November 2020
- 2nd January 2021
- 10th January 2021
- 8th January 2021
- 8th March 2021
- 11th April 2021
- 17th May 2021

List other relevant documents: (or insert hyperlinks)



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Further guidance can be found by following the link below.

Link to page on guidance to educational establishments

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care>

<https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm>

<https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm>

<https://www.gov.uk/government/publications/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers>

<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#work>

Risk Rating Matrix

1 - 4 Low risk	The risk has been controlled to a level that no further actions are required. However care must be taken to ensure controls are monitored and maintained.
5 - 9 Medium risk	Look to improve the control measures at the next review i.e. within 12 months.
10 - 15 Medium (but elevated) risk	Look to improve the control measures within a specified time scale i.e. within one week/month.
20 - 25 High risk	Stop activity taking place and make immediate improvements before continuing with the activity.

Severity

Likelihood

	1 Improbable	2 Unlikely	3 Possible	4 Likely	5 Very likely
5 Catastrophic	5	10	15	20	25
4 Severe	4	8	12	16	20
3 Moderate	3	6	9	12	15
2 Minor	2	4	6	8	10
1 Insignificant	1	2	3	4	5



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				Severity (1 – 5)	Likelihood (1 – 5)	Residual Risk (S x L)	Acceptable - Unacceptable	
Infections and possible injuries caused by poor maintenance or hygiene practices	All users of the school	Building not being reopened correctly	<ul style="list-style-type: none"> Legionella flushing has taken place. Ensure all water outlets have been flushed, with the building being closed or on a reduced operation all water outlets will be classed as a low usage outlet. Checked for leaks and that there is hot water, if necessary Testing of emergency lighting has continued. Fire alarm has been tested to ensure it is operational with a secure link to any monitoring station, recording the findings on a test sheet All internal escape routes and final exits have been checked ensuring the doors open and the escape routes are clear, taking into consideration the new classroom lay outs Emergency evacuation 	4	3	12	Medium elevated risk	<p>The school building has NOT been closed at any point during the COVID 19 Pandemic.</p> <p>Emergency evacuation procedures</p>



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			<p>procedures for the school have been revisited taking into consideration additional time to leave the building and about social distancing at the designated muster points.</p> <ul style="list-style-type: none"> Intruder and panic alarms have been tested making sure the links to the monitoring station are in place. Heating system has been switched to fresh air setting. (This happened in March 2020) 					
Risk of cross contamination of COVID 19	All users of the school	Cross contamination or spread of COVID-19 amongst colleagues and pupils	<p>Staff</p> <ul style="list-style-type: none"> From Monday 21/03/21 Staff are strongly advised to take a covid 19 Lateral Flow Test twice per week and record their results. Home testing kits have been provided and will continue to be provided until further notice. 		3	12	Medium (elevated risk)	<p>The current situation is constantly changing. It is therefore strongly recommended that the COVID-19 update. Website is visited daily to check adequacy of current control measures.</p> <p>Staff guidance</p>



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				Severity (1 – 5)	Likelihood (1 – 5)	Residual Risk (S x L)	Acceptable - Unacceptable	
			<ul style="list-style-type: none"> From Monday 21/03/21 students are strongly advised to take a covid 19 Lateral Flow Test twice per week and record their results. Home testing kits have been provided and will continue to be provided until further notice. Staff showing symptoms must not attend work. Contact Matthew Stankiewicz to arrange cover and start self-isolation. (usually 10 days from date of the test.) If you are able to you will continue to work from home during your period of self-isolation. Staff follow the instructions in the staff guidance handbook or the NHS web site and arrange for a PCR COVID 19 test asap. If the test result comes back as negative staff can return to work, in the building. 					<p>handbook</p> <p>Daily rota</p> <p>Key information for pupils and parents</p>



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			<ul style="list-style-type: none"> If the any member of staff immediate family (people they live with) are confirmed to have COVID 19 they must self-isolate for 10 days. If the staff member has access to testing, is free from symptoms arrange for a test after 10 days. <p>Pupils</p> <ul style="list-style-type: none"> Parents or guardians of pupils will be informed by school communication if their child is showing symptoms of COVID 19 in school. Parents have received written instruction that if there are any signs of COVID 19 in their child or other member of the household they are to ring the school and not to send the pupil into school. If the pupil is tested and the 					



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			<p>result comes back negative the pupil can return to school. If the pupil is not tested the head teacher must follow the same guidance regards isolation for the pupil as listed for staff.</p> <p>Staff and pupils are asked to wear a face covering while moving around inside school and if there is a potential to break the 2m distance between people.</p> <p>Staff are encouraged to wear a face covering at all times they are in a room/space with other people, if they are at risk of breaking the 2m distance, in line with guidance. This will be reviewed in line with guidance.</p> <p>Hand washing/sanitising and 2m distance signage will be displayed around school.</p>					



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			<p>School will provide pedal bins and tissues around the site to support the catch it, bin it initiative.</p> <p>SLT will work with the school cleaning contractors to ensure that the appropriate, enhanced cleaning regime is in place in line with national guidance.</p> <p>School risk assessment will be shared with PFI contractors to ensure their staff are meeting our required standards.</p>					
Staff OR Pupil showing symptoms of COVID 19	All users of the school	Cross contamination or spread of COVID-19 amongst staff pupils and other users of the building.	<p>Staff</p> <ul style="list-style-type: none"> If a member of staff starts showing symptoms of COVID 19 the employee is to leave work as soon as possible and follow government guidance for self-isolation. Once in self-isolation, staff to follow guidance in the staff guidance handbook and arrange for a PCR test. Records of who the staff member has been in 	4	2	8	Medium risk	<p>The current situation is constantly changing. It is therefore strongly recommended that the <u>COVID-19 update</u>. Website is visited daily to check adequacy of current control measures.</p> <p>Suspected case flow diagram – In Knowsley guidance.</p>



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			<p>contact with will be noted.</p> <ul style="list-style-type: none"> Record of where the staff member has been will be noted. If staff are tested and the test comes back negative staff can arrange to return to work by calling Matthew Stankiewicz. As per the guidance in the staff handbook. If staff are tested and it comes back positive staff to stay in isolation until free of fever, feeling well enough <u>and</u> a minimum of 10 days have elapsed since the first onset of symptoms. Staff must inform Matthew Stankiewicz of their test result and when they are due to return to work. They will continue to work from home during their self isolation if well enough to do so. If staff do not have access to a COVID 19 test 					<p>Self isolation letter pupil</p> <p>Self isolation letter staff</p> <p>Knowsley Schools COVID 19 guidance</p> <p>Staff guidance handbook</p> <p>Staff and pupil timetables.</p> <p>Key information for pupils and parents</p>



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			<p>employee told not to return to work until free of fever, feeling well enough <u>and</u> a minimum of 10 days have elapsed since the first onset of symptoms. In these circumstances school may be able to provide staff with home testing kit. Staff must inform Matthew Stankiewicz of their absence and when they are due to return to work.</p> <ul style="list-style-type: none"> • Employee must inform Matthew Stankiewicz of their test result. Who will inform the Headteacher. • If the staff member is tested positive, the Headteacher will inform the local public health team and a decision will be made as to if an Outbreak Control Team (OCT) will be formed. The OCT will then lead the decision making process. • If the any member of staff are confirmed to have 					



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			<p>COVID 19 they must self-isolate for 10 days.</p> <ul style="list-style-type: none"> If any member of staff immediate family/household are confirmed to have COVID 19 they must self-isolate for 10 days. Employee must inform Matthew Stankiewicz of their instruction to self isolate and continue to work from home if well enough to do so. <ul style="list-style-type: none"> Staff instructed to self isolate by test and trace or the NHS App must do so. Employee must inform Matthew Stankiewicz of their instruction to self isolate and continue to work from home if well enough to do so. <p>Pupils</p> <ul style="list-style-type: none"> If a pupil starts showing symptoms of COVID 19 while in school the pupil will 					



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			<p>be isolated and the parent or guardian will be contacted to pick the pupil up.</p> <ul style="list-style-type: none"> • If COVID -19 is suspected staff in close contact have been instructed to wear the appropriate PPE, as indicated in the PPE guidance. • When the pupil has left the school the room they were in will be closed until it is cleaned. • Records of who the pupil has been in contact with will be noted. • Record of where the pupil has been will be noted. • If the pupil is tested positive, the Headteacher will inform the local public health team and a decision will be made as to if an Outbreak Control Team (OCT) will be formed. The OCT will then lead the decision making process. 					



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			<ul style="list-style-type: none"> The pupil is allowed back in school following a test result that shows negative or following a period of isolation as indicated above. The SLT team Leader for that year group will coordinate contact with the family throughout this period. 					
Controlling the spread of COVID-19	All users of the school	<p>COVID-19 is transmitted by inhalation or ingestion in the same way that normal seasonal flu is transmitted.</p> <p>Contact: By hand to face/mouth/nose/eye.</p> <p>Droplet: By coughing and sneezing and aerosol droplets being inhaled</p> <p>Airborne: Fine droplets may stay in the air longer and spread the infection without close contact</p> <p>Reducing contact through restructuring the school day</p>	<ul style="list-style-type: none"> All staff and pupils have been offered/provided with Covid 19 Lateral Flow Home Testing Kits and asked to test twice per week until further notice. Year groups and V Pods will operate as a ‘bubble’ and not cross over bubbles. Pupils in the PLC will remain as a distinct bubble. Staff will move between pupil bubbles to enable the taught curriculum. Students will enter and exit the building through identified year group 	4	2	8	Medium risk	<p>Pupil and Staff timetables</p> <p>DFE face covering guidance</p> <p>Knowsley Music Service Risk Assessment.</p>



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		and lay out of the school	<p>entry/exit points, sanitising hands on arrival and before they leave adhering to the 2m social distancing rule.</p> <ul style="list-style-type: none"> The school day will start at the same time for all pupils, who will wait outside in their year group zone or in the atrium at a 2m distance from each other. This will be supervised by staff from 8.30am The end of the day will have a staggered finished managed by SLT. Peripatetic Music lessons will adhere to the Knowsley Music Service risk assessment. All classrooms and teaching zones will have forward facing desks, or appropriate control measures if this is not possible. Staff rooms and offices have been assessed for staff to use keeping social distancing rules. 					



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			<ul style="list-style-type: none"> • Access and egress routes are clear of desks. • All pupils who are eligible will continue to receive a free school meal daily. (grab bag). Pupils entitled to a FSM will receive voucher if they need to self isolate during term time. • Pupils can bring a packed lunch and a bottled drink to school. Water fountains are not available. • Meal payment will be made via parent pay. • In line with published guidance pupils and staff are asked to wear a face covering NOT a visor moving around the site. • Staff and visitors are asked to wear a face covering any time there is a risk of breaking the 2m distance with another person In line with government guidance. • Face coverings are no longer advised in 					



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			<p>classrooms, any member of staff or pupil who wishes to wear a face covering in a classroom will be supported to do so.</p> <ul style="list-style-type: none"> • Pupils and staff who are exempt from wearing a face covering for medical reasons or need to wear a face covering for medical reasons should make Mrs Wilson or the relevant Pastoral team aware of this. • In line with guidance staff and pupils will be asked to provide their own face covering. A small supply will be held by school in case of an emergency situation. • Anyone on site is asked to observe the hands, face, space guidance and the catch it bin it guidance. 					
Controlling the spread of COVID-19	All users of the school	Reducing contact through reducing access to the school grounds	<ul style="list-style-type: none"> • Drop off will be in the usual designated car drop off zone. The path into school from the road is wide and long enough to ensure 2m 	4	2	8	Medium risk	<p>Request to Engie regarding contractors</p> <p>Line marking</p>



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			social distancing. <ul style="list-style-type: none"> Parents/carers and visitors to school site are asked to wear a face covering. If they arrive in reception without one they will be asked to wear one (provided) before they are allowed further into the building. 2m distance markers will be marked on the ground outside and inside the building in relevant locations. Social distancing, and hygiene signage will be displayed around the site. School meetings with staff/stakeholders not based in school will take place over the phone or via conference call where possible. Permission for on-site meetings will need to be sought from Mr. Harrison or Mrs Brahms. Staff will not go off site for meetings or training when 					CPD request process



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			<p>possible. Permission for off site training will need to be sought from Mr. Harrison or Mrs Brahms.</p> <ul style="list-style-type: none"> All off site and off timetable activity is now allowed in line with guidance. Please seek permission from Mrs Brahms or Mr Harrison before organising any activity so the appropriate risk assessment can be undertaken. If the school is taking a delivery of stock, delivery to be left in a suitable safe position not blocking access or egress routes, staff from the school to move the stock to the place of storage. Delivery staff not to walk around schools. Contractors will not be allowed on site during the day while pupils are present. This includes Engie staff not based in our school. Prior agreement 					



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			<p>may be reached for on-site contractors during the day in discussion with the Headteacher.</p> <ul style="list-style-type: none"> If contractors do not follow the control measures they are to be asked to leave the premises, with consideration as whether they are to be allowed on site again. 					
Controlling the spread of COVID-19	All users of the school	Reducing infection through improved hygiene.	<ul style="list-style-type: none"> All access point in use at the school have hand cleaning facilities and on entering and leaving the building, hands are to be sanitised. Hand sanitising points are strategically placed around the school, especially outside toilets, inside classrooms, dining halls and staff rooms and offices. Cleaning schedules have been reprioritised to include: 	4	2	8	Medium risk	<p>The current situation is constantly changing. It is therefore strongly recommended that the <u>COVID-19 update</u>. Website is visited daily to check adequacy of current control measures.</p> <p>Each year group bubble has its own handwashing facility and set of toilets.</p> <p>Mobile hand sanitizer</p>



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			<ul style="list-style-type: none"> ○ Door handles door release buttons, and doors. ○ Light switches ○ Toilets and sinks ○ Food preparation areas (drinks station) ○ Hard floor surfaces. ○ Tables and hard surfaced chairs, with cleaning taking place at least twice times a day. ● All soft furnishing in shared spaces has been removed. ● Cleaning staff will wash down tables and chairs in each pod at the end of each day. ● Technicians and cleaning staff will sanitise desks and chairs in practical areas between use. ● Pupils will use an antibacterial wipe to clean any shared equipment they have used at the end of each session. ● Staff and building users are encouraged to use tissues 					<p>dispensers have been purchased for arrival and dismissal.</p> <p>Reception area has designated hand washing facility for staff and visitors entering and exiting the building.</p> <p>All soft furnishings around the building have been placed in storage.</p> <p>Hand sanitizer, tissues and bins with lids to be placed in each year group area.</p> <p style="color: orange;">Key information for pupils and parents</p>



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			<p>to cover mouth and nose when coughing or sneezing, (especially during times of high pollen). This will be communicated in the Health and Safety briefings.</p> <ul style="list-style-type: none"> • Tissues disposed of in peddle bins as soon as possible. • Hands to be sanitised on entering the building and prior to leaving the building. • Hands to be washed/sanitised regularly throughout the day, especially before and after toileting, before food and drink preparation and when they enter and leave the building for exercise 					Staff guidance handbook
Controlling the spread of COVID-19	All users of the school	Reducing infection through the use of personal protective equipment (PPE)	<ul style="list-style-type: none"> • Staff and pupils are encouraged to wear a face covering when moving around the site. • Staff and visitors are encouraged to wear a face covering when they are at risk of breaching the 2m 	4	3	12	Medium elevated risk	<p>No pupils require intimate care.</p> <p>PPE will be placed in medical rooms, and one set in each year group bubble zone.</p>



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			<p>distance rule.</p> <ul style="list-style-type: none"> • If social distancing cannot be observed and close contact is unavoidable PPE is to be used by staff where necessary. E.g. to administer first aid if the child is not able to self-administer. • PPE is to be stored in each year group zone and each medical room, so staff can access it without delay. • SLT lead will monitor the levels and use of PPE and re-order when necessary, ensuring stock does not run out. • If PPE has been used none of the used PPE is taken off site. Double bag all used equipment and seal bag before disposing of it safely. • Do not take used PPE home, ensure it is double bagged and disposed of correctly, in the main bin if it is over 72 hours to the next 					<p>KnowsleyKnowsley Council have provided every school with an covid 19 approved set of PPE. SEA have purchased additional supplies.</p> <p>Every member of staff will be provided with a visor.</p>



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What are the hazards?	Who could be harmed?	How can harm occur?	What measures are/should be in place to eliminate or reduce the risks?	Risk Evaluation			Rating	What additional control measures are required?
				Severity (1 – 5)	Likelihood (1 – 5)	Residual Risk (S x L)	Acceptable - Unacceptable	
			collection date. If the collection date is under 72 hours waste to be stored securely by the site team in the outside DT store until it is safe to dispose of in the main school bins					
Controlling the spread of COVID-19	All users of the school	Reducing infection through communication with buildings occupants	<ul style="list-style-type: none"> School communicated with all parents and staff about the schools new operating procedure, highlighting new rules and any changes in access to the school. Teachers will cross over pupil pods to enable the taught curriculum. There will be a socially distanced briefing via MS Teams at the start of each Department/CPD scheduled meeting. Email health and safety updates will be issued as necessary. Warning signs are displayed indicating social distancing and hand washing. Staff and pupils will be 	4	2	8	Medium risk	Pupil and Staff timetables. Key information for pupils and parents. Staff guidance handbook



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			<p>encouraged to maintain social distancing where possible.</p> <ul style="list-style-type: none"> • Desks will be set facing the front of the classroom, if this is not possible screens will be installed. • If the need arises to communicate with other staff or building users always follow ‘Social Distancing’ measures. If possible try to keep a distance of at least 1metre >6’ 6” away from other people. • Reiterate the social distancing message throughout the day, if instructing children on an activity reinforce the social distancing message • Posters are displayed around the building as a reminder to pupils and staff to wash their hands regularly throughout the day for at least 20 seconds. 					



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			<p>Teachers to use prompts to help reinforce the importance of hand washing.</p> <ul style="list-style-type: none"> • The message about washing hands is to be reinforced throughout the day by all staff • None essential visits to school premises by parents and stakeholders will be discouraged and encouraged to take place via phone or conference call. • If possible we will use video messaging or phone to meet with parents or colleagues. If people cannot meet via video, meetings with parents can only take place if social distancing rules can be observed and will take place in the front office abiding by social distancing rules. Permission must be sought from Mrs Brahms or Mr Harrison for 					



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			this to happen.					
Covid – 19 cross contamination	Staff and pupils	Personal contact between staff and pupils with educational and medical needs	<ul style="list-style-type: none"> Year groups will be a designate bubble and have most of their lessons in the year group zone. PLC pupils will remain as a designated group based in the PLC. Staff to discourage contact with the pupil and explain the reasons. Pupils will not be sent to the school office or on any messages/errands in or outside of their zone. A member of pastoral staff and SLT will assigned to and stationed in each year bubble zone. All staff working with the pupil to be made aware of signs of elevated behaviour and what trigger pupil might show prior to aggressive actions. If pupil starts showing signs of elevated behaviour start deescalating techniques 	5	2	10	Medium (elevated risk)	<p>Staff and Pupil Timetables.</p> <p>Behaviour Policy</p>



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			<ul style="list-style-type: none"> If the need of physical intervention occurs, staff to have appropriate PPE as in line with the PPE guidance and risk assessment. Risk assessment of pupils suggests this is highly unlikely. 					
Covid – 19 cross contamination	Staff and pupils	Administering first aid	<ul style="list-style-type: none"> Pastoral care to be given from a distance. If possible, small cuts and grazes to be cleaned and dressed by the person injured receiving guidance. First aid kit provided in each year group zone. If possible injured person to collect all contaminated materials and securely bag it. If treating a person the first aider to wear all recommended PPE, apron, gloves, mask, & goggles (<u>if the person is coughing, vomiting or spitting</u>). If the need occurs to perform rescue breaths in 	5	2	10	Medium (elevated risk)	<p>First Aid Kit available in each bubble zone.</p> <p>PPE kit available in each bubble zone.</p> <p>COVID medical room is the PE medical room.</p> <p>None- covid medical room is on the Admin corridor.</p> <p>Pupils who are unwell with none-covid symptoms to wait in their zone for parental collection.</p>



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			CPR ensure that a face mask/barrier is used. <ul style="list-style-type: none"> Dispose of all used PPE in accordance with the guidance listed above 					
Covid – 19 cross contamination	Staff,	Cross contamination of virus through transport.	<ul style="list-style-type: none"> Day trips, UK residential trips and extra curricula activity are permissible with permission in advance from Mrs Pinnington from 17th May 2021 with appropriate risk assessment in place. If private transport is used on school business staff to travel in individual vehicles unless they are from the same family group. School mini bus is can be used only with prior permission by Headteacher. Cleaning to be arranged after use, cleaning guidance has been given by Knowsley Health & Safety team. Pupils and staff to be advised to adhere to safety guidance on public 	4	2	8	Medium	School does not have any school buses, all transport pupils take is operated by local public transport providers.



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			transport.					
Covid – 19 cross contamination	Staff,	Cross contamination of virus in offices and staff rooms.	<ul style="list-style-type: none"> All staff areas to be restructured to help keep social distancing Staff are not allowed to hot desk, office staff will have their own desk and not to use equipment from other workstations, if this is necessary this will be cleaned after use. Print room staffed by a specific member of staff only, copying to submitted electronically 72h in advance of requirement. After using the printer/photocopies wipe down all hand contact areas of the photocopier. When making drinks, tea coffee etc. staff to make own and not make drinks for other team members, communal refreshment items will not be provided. When using the staff kitchen always follow social 	4	2	8	Medium	<p>Staff and Pupil Timetables.</p> <p>Staff guidance Handbook</p>



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			distancing guidelines using kettles and food preparation areas one as a time, and wiping down all hand contact areas after use. <ul style="list-style-type: none"> All staff members to have their own cutlery/crockery and do not use crockery for communal use. If communal items are used the individual is responsible for cleaning with soap and water before and after use. All personal cutlery crockery to be washed after use and temporarily stored at their workstation. Staff are advised to bring a packed lunch and their own drinks to work to reduce the need to share facilities. 					
Covid – 19 cross contamination	Staff and pupils	Cross contamination of virus in toilets.	<ul style="list-style-type: none"> Pupils and staff to clean hands before entering the toilet block and after using the toilet. Toilets identified by cleaning staff as areas that additional cleaning takes 	5	2	10	Medium (elevated risk)	Every year group bubble of pupils has designated toilets. Staff have designated toilets.



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			<p>place.</p> <ul style="list-style-type: none"> Remind children before toileting about social distancing. If children enter the toilet block and other children are in the room waiting for a cubicle, children to wait outside. 					<p>Posters placed in all toilets.</p> <p>As we have gender neutral toilets cubicles have been identified as male and female.</p>
Covid – 19 cross contamination	Staff and pupils	School trips and visits and extra-curricular activity	<ul style="list-style-type: none"> School day trips and UK residential trips are permissible in line with government guidance from 17th May 2021. Only with the appropriate risk assessment and with prior permission of Mrs Pinnington. From 12th April 2021 indoor and outdoor competition between schools can take place following grass roots association guidance for individual sports. Changing facilities will remain closed. Extra-curricular activity can resume from 12th April 	5	2	10	Medium (elevated risk)	



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			2021. Pupils must remain in their consistent year group bubble and a register must be taken and retained for track and trace purposes. If inside pupils must remain 2m apart where possible. All school control measures must be followed.					
COVID-19 infection.	Extremely vulnerable employees and those in receipt of NHS England shielding letter	A full list of those identified as falling into the extremely vulnerable group can be found here https://www.gov.uk/government/news/major-new-measures-to-protect-people-at-highest-risk-from-coronavirus	<ul style="list-style-type: none"> Shielding ended on 1st April 2021. At which point all staff were expected to be available to attend work in the building during working hours. If this changes school will follow guidance and work with staff and pupils accordingly. All staff and pupils that have previously been shielding have an individual risk assessment that was updated before the expectation to return to school from 1st April 2021. Any member of staff or 	5	2	10	Medium (elevated risk)	<p>The current situation is constantly changing. It is therefore strongly recommended that the COVID-19 update. Website is visited daily to check adequacy of current control measures.</p> <p>Staff who have been shielding will have an updated risk assessment conversation noted on their risk assessment before they return to working in the building.</p>



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			pupil who is required to shield moving forward will be supported to do so if possible in line with government guidance.					



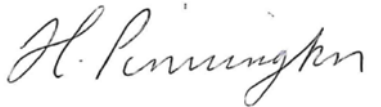
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Likelihood scores					
Likelihood score	1	2	3	4	5
Description	Improbable	Unlikely	Possible	Likely	Almost certainty
Broad description of frequency	Probably never happen	Possible but not expected to happen	Might happen or recur	Will probably happen	Will happen, possibly frequently
Timed frequency	Occurs less than annually	Occurs annually	Occurs monthly	Occurs weekly	Occurs daily

Consequences/severity scores					
Consequence score	1	2	3	4	5
Description	Insignificant	Minor	Moderate	Severe	Catastrophic
Impact and harm caused	Minor injury requiring no medical help	Minor injury or illness requiring <3 days off work	Moderate injury or illness requiring 4-10 days off work. RIDDOR reportable	Specified injury or illness. Requires over 10 days off work or leading to long term incapacitation	Fatality Permanent ill health or disfigurement

AUTHORISATION

Head Teacher	Helen Pinnington	Signature		Date	17 th May 2021
Service and location	SEA, Cumber Lane, Whiston		Telephone/email	admin@seaonline.org.uk	