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| **Medical Conditions/ staff SAFETY RISK ASSESSMENT** | | | | | |
| Directorate: **School** | | **COVID 19** | | | |
| Job role/s: Teachers / TA’s / Support Staff / | | | | | |
| People who might be harmed i.e. staff, members of public: | | | | | Assessment date : February 2021 |
| Are there any special considerations needed for new & expectant mothers or persons under 18, etc**. Yes / No If yes, specify:** | | | | | Review date: June 2021 |
| Names of all involved in assessment process: Julia Sandiford-Mitchell (Headteacher) Paula Wilson (NEU Member) | | | Manager authentication:  Julia Sandiford-Mitchell | | |
| **Hazard / risk identified**  Task/ activity / process / stressor | **Current precautions in place** | | | **Improvement action needed**  following incidents, changes, etc. Place these on an action plan. | |
| **Infection Control :**  **Staff** | * Communicate with ALL staff on their wellbeing and health   Communicate on Families/home life or have symptoms or self-isolating   * Maintain social distancing as much as possible * Review staffing to ensure sufficient numbers available whether Teaching, TA’s or Support to manage the increased pupils attending? * Maintaining staff wellbeing and providing support where required, offer Employee Assistance programme etc. * Staff to minimise interaction with other adults where possible and try to keep socially distant * Separate staff rooms for each phase of staff * Identified chairs in staffrooms * Face coverings to be worn in all communal areas and in situations where social distancing between staff cannot be maintained * Face covering s to be worn in all close up work with children where possible | | |  | |
|  | * Hand hygiene to be maintained * PPE worn as appropriate (Medical intervention/Changing and other close contact work as applicable | | |  | |
| **Medical Conditions Staff:** | * All staff who have shielding letters from GP to stay at home * Staff with underlying medical conditions continue to manage their conditions as directed by their GP * Staff to use the recommended by Asthma UK action plan to manage their conditions (see attached) * Staff must keep their inhalers etc on them at all times | | |  | |
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| **Communication to Parents** | * Using mobile phone texting information updates * Emailing parents with information updates * Zoom/Skype/Google Meet meetings if essential or urgent * If necessary to hold a meeting ensure room size has capacity to meet with the government guidance on social distancing * Keep the school website up to date | | |  | |
| **Control of Visitors and Contractors etc.** | * Ensure the entrance office is always manned by a member of staff. * Touch screen system with sanitizer next to it for each use | | |  | |
| **Fire Safety** | * Ensure that communicating to staff and pupils what will be the procedure whilst working in school as systems might need to be reviewed. * Ensure all fire doors and shutters are opened at the start of the school day as the building is occupied! | | |  | |
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This assessment should be reviewed following significant changes, the introduction of new machinery, equipment, substances or procedures & following incidents, or at least annually.