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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
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|  | * Hand hygiene to be maintained
* PPE worn as appropriate (Medical intervention/Changing and other close contact work as applicable
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|  **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
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| **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
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| **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.