



RISK ASSESSMENT FOR THE FULL OPENING OF SCHOOLS FROM MARCH 2021 - carried over and reviewed for new academic year; ongoing.

Name of School		Date of assessment		Review date
The Oaks Academy		February Half Term		25 th Feb 2022
Name and Position of Assessor(s):	Kevin Graham (Deputy Headteacher)	Assessor(s) Signature:		
Headteacher's Name:	Peter Kingdom	Headteacher's signature:		
Chair of Governor's Name:		Chair's signature		

RISK PRIORITY

HIGH: Accident likely - with possibility of causing serious injury or loss

MEDIUM: Possibility of accident - causing minor injury or loss

LOW: Accident unlikely - with control measures in place

5 steps to Risk Assessment

1. Identify the hazards
2. Decide who may be harmed
3. Identify the control measure already in place
4. Evaluate the remaining risk (High, Medium, Low)

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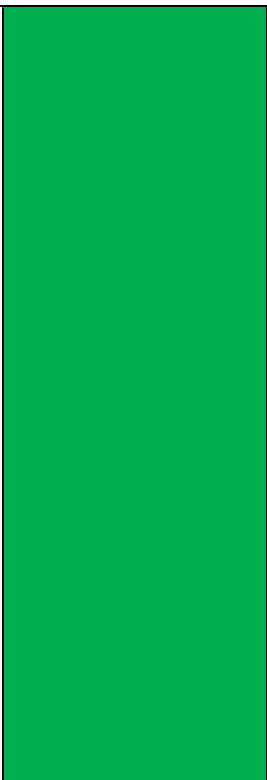
5. Identify any further action needed to reduce the risk to the lowest *reasonably practicable* level

Hazard identified	People at Risk	Existing Control Measures in place	Risk Priority (High, Medium, Low)	Additional Controls Required to Minimize Risk
A. Responding to Someone with Symptoms, Testing and Managing a Local Outbreak				

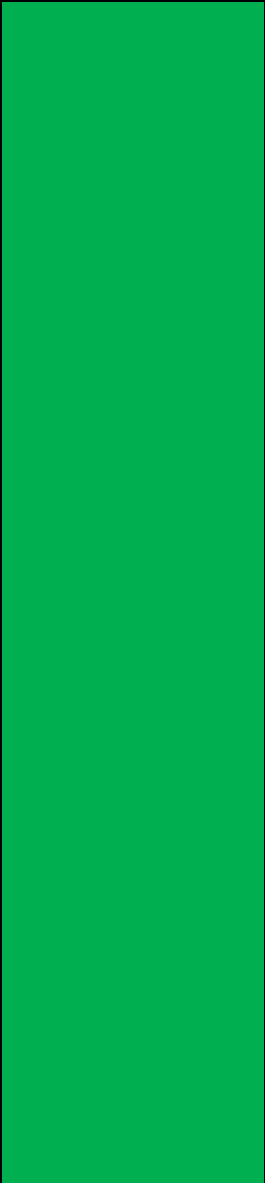
<p>The response to someone displaying symptoms is not rapid enough and leads to infection of others.</p>	<p>Staff/Students and Visitors</p>	<p>Home testing kits supplied to students and staff at return to school after breaks and if any symptoms (where possible and appropriate)</p> <p>Clear guidance in place to students and staff about not attending school if displaying symptoms (Though this has now changed and is measured per case)</p> <p>Room allocated for immediate isolation of anyone displaying symptoms, while arrangements can be made for them to be sent home.</p> <p>Procedures in place for use of PPE when attending to a student/staff member displaying symptoms.</p> <p>Procedures in place for enhanced cleaning of isolation spaces through on site cleaner.</p> <p>Tests to be requested immediately by student/parent/staff member, where symptoms identified.</p> <p>System in place to keep a record of pupils and staff in each group, and any close contact that takes place between children and staff in different groups. so that they can provide these details if someone who tests positive for coronavirus (COVID-19) or if asked by NHS Test & Trace.</p>		<p>Review the national and local guidance. Isolation now not required (national)</p> <p>Re-issued instruction to staff on current expectations and changes.</p> <p>Staff support in cleaning spaces</p> <p>Tests made available on request and parents/carers made aware. School has LFD tests onsite.</p> <p>Seating plans to be consistently reviewed and applied across subjects to allow understanding of risk to others. Educational Settings Form to be completed.</p> <p>*Contacts are no longer required to self-isolate or advised to take daily tests, and contact tracing has ended.</p>
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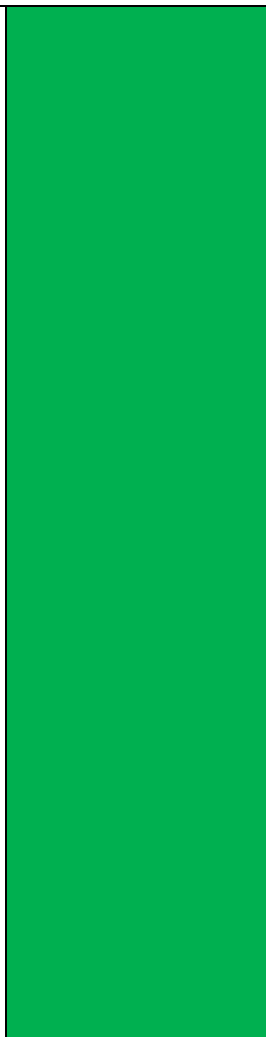
Inadequate arrangements for remote learning in place, resulting in inadequate education provision.	Pupils	<p>Devices loaned to students, who do not have access at home.</p> <p>Support in place, for students, to be able to access 'online' platforms properly, if needed.</p> <p>Continued support/training in place for staff to be able to deliver 'high quality' online lessons.</p>		Use of Teams to support learning. Staff requested to upload each lesson to their Teams section. FTs asked to audit student(s) capability to access.
B. Hygiene and Handwashing				

<p>Failure to maintain good hygiene results in increased risk of spread of Covid-19</p>	<p>Students Staff</p>	<p>Resources which are not easily washable or wipeable have been removed by class teachers from all classrooms.</p> <p>The number of hand washing stations have been increased by utilising sinks in classrooms and ensuring supplies of soap and hand sanitiser are readily available.</p> <p>Hand Sanitiser stations are in the following places:</p> <ul style="list-style-type: none"> - Upon entry to the school - Upon entry to dining room and hall - Upon entry to every classroom - In the staffroom - At every photocopier in the school <p>Increased bins, (lidded bins in classrooms, where possible) and in other key locations around the site for the disposal of tissues and any other waste, they are double bagged and emptied twice throughout the day.</p> <p>Disposable tissues will be available in classrooms and all shared areas to implement the 'catch it, bin it, kill it' approach.</p>		<p>Extra wipes, sanitiser and tissues have been ordered and this is to be reviewed weekly.</p> <p>Addition of skin friendly wipes to be introduced.</p> <p>A refocus on hygiene in school built-in to lesson structure and procedures.</p> <p>Masks requested and advised, but not mandatory (still in place at student/staff requirement) and masks available in school.</p> <p>Measures can be stepped down or up as required. An outbreak may require the necessity to make masks mandatory again to protect wider school community.</p>
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<p>Lack of understanding about handwashing and hygiene requirements results in increased rates of infection</p>	<p>Staff Students</p>	<p>All adults and children are aware of the required cleaning regime</p> <p>Staff will explicitly teach and supervise children around health and hygiene arrangements through Form time sessions and in PSHE lessons.</p> <p>Posters are displayed throughout the school building to encourage consistency on hygiene and handwashing.</p> <p>Students who display poor hygiene routines are supported within pastoral system</p>		<p>A relaunch of hygiene and washing hands to be a part of the reset in March. This is to be an ongoing theme within the form time programme.</p>
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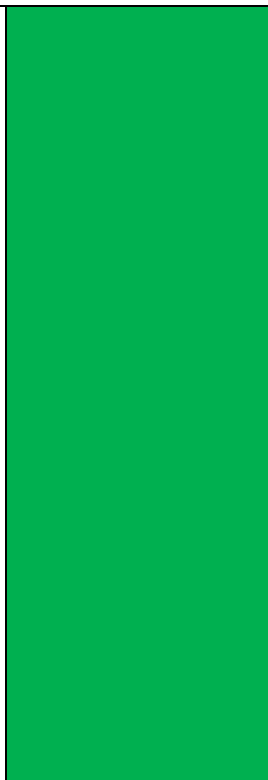
C. Cleaning

<p>Failure to maintain adequate hygiene arrangements increases risk of infection</p>	<p>Staff Students</p>	<p>A detailed plan is in place for enhanced cleaning that sets out the frequency and type of cleaning required. This has been agreed with the cleaning team and site staff - This is conducted daily</p> <p>Communal dining areas will be cleaned down.</p> <p>Sufficient cleaning supplies are in place throughout the school and checked on a weekly basis by the site manager.</p> <p>Door wedges are used, in all classrooms, to keep doors open/ajar, where appropriate.</p> <p>All windows in classrooms and corridors will remain open at all times to ensure appropriate ventilation. Classroom windows will be open fully at breaks and lunchtimes.</p>		<p>Continual reinforcement of guidance to keep doors open when teaching comes from SLT and FLs. This is a school requirement for each day. Students can wear appropriate clothing in classrooms if ventilation lowers temperature. Managed by classroom teacher.</p>
<p>D. Social Distancing</p>				

<p>Failure to maintain social distancing results in spread of Covid-19</p>	<p>Students Staff</p>	<p>Students to enter the building, using one entrance and then separated into designated spaces (supervised at all times).</p> <p>Students to be supervised, on entry to building, for lessons, by class teachers, following these breaks</p> <p>.</p> <p>Students to be advised to maintain social distancing during breaks and lunches, no 'hugs' or 'hi – fives' etc.</p> <p>One-way system in place where pinch points arise</p> <p>A 2-metre distance around Teacher desks is in place and teachers stick to this as much as possible</p>		<p>Students are still asked to keep space and distance.</p> <p>One-way system in place and staff management of movements</p> <p>Duty staff supporting 'space' during unstructured times.</p>
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Groups may not be adequately spaced in light of social distancing guidance, increasing transmission risk	Students Staff	<p>Students to remain in their 'Year Group' bubbles at all times apart from when moving between Periods 1 and 2 and 3 and 4 and in outdoor spaces (fresh air) The one-way system is in operation in pinch-point areas and all teachers will be on corridors.</p> <p>Staff and visitors advised to wear face masks when accessing communal areas and corridors *Face coverings are no longer advised for pupils, staff and visitors in classrooms or communal areas. Staff and pupils should follow wider advice on face coverings outside of school, including on transport to and from school.</p> <p>Classrooms to be arranged so that students are facing forwards where this would impact negatively on 'learning' e.g. a Science practical investigation then other measures employed</p> <p>Additional outside furniture in place, so students have the opportunity to 'spread out' during social times.</p>		Classroom seating is now less of a priority. Seating plans in place and social 'thinking' applied
Staff are exposed to large and/or varied numbers of students, increasing the risk of transmission	Staff Students	Teachers advised to socially distance from students, at all times.		Staff and students are mindful of personal space and supporting 'stop the spread' guidance.

Arrangements do not support social distancing, resulting in increased risk of transmission	Students Staff	<p>Staff to ensure that toilets do not become crowded through staff supervising entrance and exit to the facilities.</p> <p>When being transported on the school bus all students advised to wear a mask (except vulnerable students). Students fill up from the back to avoid unnecessary movement.</p> <p>Staff to ensure that students enter the bus in a calm manner and in single file.</p>		Toilet passes issued and breaks monitored for access control.
E. Personal Protective Equipment (PPE)				

<p>Lack of suitable PPE for relevant staff increases transmission and infection risk</p>	<p>Students Staff</p>	<p>Adequate supplies of PPE are in place and there are procedures in place to ensure stock levels are regularly monitored.</p> <p>Staff are briefed on PPE, in line with national guidance.</p> <p>Staff have been trained on when and how to use PPE, including the safe removal and application of PPE masks and other equipment, in line with the DfE guidance.</p> <p>PPE will be stored safely when not in use.</p> <p>There will be clear guidelines in place, for the use of PPE, when administering First Aid.</p>		<p>Site manager to review stock of PPE each half term.</p>
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