



## Schools Covid 19 Risk Assessment – September 2021



Name of School	St. Andrew's Primary School
Name of Headteacher	Karen Walker
Assessment completed by	Karen Walker / CoG
Assessment date	10.7.20 Reviewed <del>7.9.20, 18.9.20 2.1.21 26.1.21 5.3.21 17.5.21 25.6.21</del> <b>September 2021</b>

This risk assessment template sets out the measures that may be used to maintain a safe environment for all occupants and visitors to the school/setting and to reduce the transmission risk of covid-19 coronavirus as far as is reasonably practicable. Particular attention must be given to those at greatest risk including vulnerable groups, pregnant women, and those with underlying health conditions.

This will be kept under review regularly and updated accordingly.

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
<b>Symptomatic or other high-risk personnel attending school site</b>	<ul style="list-style-type: none"> <li>Staff, pupils, contractors and visitors must not attend the school site if they have any of the Covid-19 symptoms as below or are required to be in self-isolation or travel quarantine. <ul style="list-style-type: none"> <li>a high temperature , a new, continuous cough, a loss of, or change to, your sense of smell or taste</li> </ul> </li> <li>All eligible adults and pupils are strongly encouraged to take up the double vaccine available unless advised otherwise by their medical practitioners.</li> <li>Any person who develops COVID-19 symptoms during the school day should be sent home as soon as possible and should arrange to have a PCR test.</li> </ul>	

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
	<ul style="list-style-type: none"> <li>• An individual risk assessment will be completed for all staff that have characteristics that increase their potential risk from coronavirus (COVID-19).</li> <li>• Remote/distance learning contingency arrangements for all pupils should be maintained in line with any local Covid-19 outbreak.</li> <li>• Testing regimes are operating for staff and pupils in line with national guidance.</li> </ul>	
<b>1. Maintaining Social distancing and reducing contact – entrance and exit routes</b>		
Numbers arriving simultaneously on school transport impede the means to distance or reduce contact, and impede effectiveness of staggered start/finish times of school day	<ul style="list-style-type: none"> <li>• Arrange separate ‘holding’ areas for each group to minimise contact (ideally these should be outside if weather permits)</li> <li>• Encourage parents to make other arrangements for travel to/from school other than school transport.</li> <li>• Staff on duty to supervise</li> </ul>	<p><b>None of the control measures listed in the middle column for this section are now mandatory.</b></p> <p>N/A except for taxi for a Year 5 &amp; 6 child.</p>
Numbers of parents and children at entrances and exits impede social distancing.	<ul style="list-style-type: none"> <li>• Instructions for parents/carers on social distancing rules on site.</li> <li>• Staggered start/finish times for different groups.</li> <li>• Reduce number of people on site</li> <li>• <del>Markers on floor for children and parents to wait. Ensure markings do not create slip/trip hazard</del></li> <li>• <del>Use of different entrances/exits for different groups.</del></li> <li>• Only one parent/carer to accompany child.</li> <li>• Staff on duty to supervise.</li> <li>• <del>Signage.</del></li> </ul>	Entry gate near lane with signage Exit gate at front of school with signage <del>A queuing system may be required at drop off time</del> Parents are expected to deliver their child to the supervising adults and leave <u>immediately</u> via the exit gate. <del>All parents to wear face coverings on entry onto to school site</del> <del>Only 1 parent to accompany child – staff on duty at front of school wearing face coverings</del> Start times :- 8.30 - Children can be dropped off onto the playground. Parents encouraged not to gather in small groups.

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		<p>Parents not encouraged to use main reception or to come into building unless urgent (use telephone or e mail)            All visitors to use hand gel on entry and exit            Finish Times:            2.50 pm - Reception            3.00 pm - All children            Could <b>one</b> parent accompany and pick up child / children in order to reduce the risk of more adults on site at any one time            Parents to be encouraged <b>not</b> to gather on the playground or outside the school gates in groups.</p>
<p>Changes to school routine cause vehicular and pedestrian traffic management issues.</p>	<ul style="list-style-type: none"> <li>• Encourage parents to walk/cycle to school with children.</li> <li>• <del>Stagger drop off / pick up times.</del></li> <li>• <del>A Review of traffic management risk assessment where changes to start/end of day apply.</del></li> <li>• Minimise vehicles on site</li> <li>• Staff on duty to supervise</li> </ul>	<p>See above            Staff to be on duty on playground to supervise</p>
<p><b>2. Maintaining Social distancing and reducing contact – internal areas and during breaks</b></p>		
<p>Pupil numbers and room sizes impede the means to reduce contact / social distancing</p>	<ul style="list-style-type: none"> <li>• <del>Where practical, arrangements will aim to reduce contact and maximise distancing between pupils and staff; and between staff themselves.</del></li> <li>• <del>Pupils will reduce contact by being grouped together. For primary schools this is likely to be in class sized groups.</del></li> <li>• <del>Record the names of pupils in each group, and any close contact that takes places between children and staff in different groups.</del></li> </ul>	<p><b>None of the control measures listed in the middle column for this section are now mandatory.</b>            One Year group in each classroom and these groups will remain in this ‘bubble’ during the day – tables laid out all facing the front and 2 children per table.            Tables must not block fire routes / doors            Lessons to be taken outside where appropriate (H &amp; S considerations e.g sun /shade etc)</p>

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	<ul style="list-style-type: none"> <li>● <del>All desks to face forward with pupils sat side by side.</del></li> <li>● <del>Floor markings to illustrate 2m areas around teaching positions.</del></li> <li>● <del>Remove excess furniture to safe storage areas to increase space.</del></li> <li>● <del>Desks to be spaced out as far as possible but do not impede fire escape routes and exits.</del></li> <li>● <del>Floor markings to illustrate 2m areas (including an area for the teacher/TA).</del></li> <li>● <del>Children to remain at their desks when in the room.</del></li> <li>● <del>Children to use the same desk each day.</del></li> <li>● <del>Lessons planned so that individuals complete work independently rather than in groups</del></li> <li>● <del>Social distancing to be explained to children with regular reminders.</del></li> <li>● <del>Signage/Posters in each classroom.</del></li> <li>● Consider the use of school grounds / local environment to extend the range of teaching spaces available.</li> <li>● <del>Allocate named staff to each group of children.</del></li> <li>● <del>Staff to supervise and enforce measures.</del></li> <li>● <del>The wearing of any PPE is not considered a necessary control measure except where set out specifically in this risk assessment for first aid or medical attention needs.</del></li> <li>● Ventilation improved where practicable by having windows open.</li> </ul>	<p>Peripatetic staff are able to work with individual classes (PE and Music). Music RA has been completed to include RA for singing, brass and ensemble music.</p> <p>Record kept of other staff teaching in each class and ensure reduced contact between children in other classes</p> <p>PE lessons to be taken outside where possible</p> <p>Whole class Recorder sessions to take place in hall with distancing in line with the Music RA from UK Association for Music Education – Music Mark</p> <p>Windows to be opened in classrooms from start of day where appropriate. To ensure classroom environments are warm enough windows will be closed where necessary and opened to refresh the air as children leave for playtimes and lunchtimes. Classroom doors will be open all of the time and external doors will also be opened at break and lunchtimes to ensure a new circulation of fresh air.</p>
<p>Number of pupils and staff moving around the school impede social distancing in corridors and other communal spaces</p>	<ul style="list-style-type: none"> <li>● Minimise movements of whole groups and individuals outside of the classroom.</li> <li>● <del>Use of a one-way system around the school.</del></li> <li>● A 'walk on the left' policy if one-way not practicable.</li> <li>● <del>Consider using the pathways around the perimeter of the building to assist with circulation (weather and site layout dependent).</del></li> <li>● <del>Lane markings on floor and 2 metre markings in areas where queuing is likely.</del></li> <li>● <del>Areas not in use to be closed off (not escape routes).</del></li> </ul>	<p>Year group exits through identified doors consistently; Year 5 &amp; 6 out through Year 6 door Year 1 out through their outside door and Reception out through main classroom door and reception garden gate. Year 4 out through side door and year 2 and 3 exit their main door during the day and up onto steps at end of day to reduce bottleneck with KS2.</p> <p>Automatic spray dispensers fitted for each class on entry and exit to classrooms to reduce hand washing times.</p>

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	<ul style="list-style-type: none"> <li>● <del>Children to keep coats, bags, lunchboxes etc with them in the classroom (under desks) or in suitable storage area.</del></li> <li>● Signage.</li> <li>● <del>Whole School assemblies electronically</del></li> <li>● <del>Acts of worship and other typically communal events to take place in groups (not whole school)</del></li> <li>● <del>Face coverings to be worn by adults in Primary schools in areas where distancing cannot be maintained indoors but outside of the classroom.</del></li> </ul>	<p>All allocated cloakrooms for each class can be used maintaining small numbers at any one time.</p> <p>Whole school collective worship will now be held for all children together in the hall – ensuring good ventilation.</p>
<p>Number of pupils and size of space impede social distancing when using toilets</p>	<ul style="list-style-type: none"> <li>● Apply a maximum number of pupils in toilet rule to ensure hygiene routines can be supervised. <del>maintain distancing and reduce contact.</del></li> <li>● <del>Where practicable avoid different groups using the same facilities at the same time.</del></li> <li>● <del>Close sinks to give 2m for handwashing – if only one child this isn't necessary</del></li> <li>● Allocate toilets around the school for different groups of children.</li> <li>● <del>Distance markings on floor in queuing area</del></li> </ul>	<p>Close supervision of toilet at key times ensuring all children continue to apply hygiene rules.</p> <p>Toilet visit during lesson time to be supervised</p>
<p>Number of pupils and available space impede the means to distance and reduce contact at BREAKTIME and lunchtime</p>	<ul style="list-style-type: none"> <li>● <del>Staggered BREAKTIMES.</del></li> <li>● <del>Allocated play areas for each group.</del></li> <li>● <del>Consider zoning of play areas using markings / cones to reinforce distancing.</del></li> <li>● <del>Games which encourage social distancing.</del></li> <li>● <del>Limit use of outdoor play equipment to designated groups at fixed periods</del></li> <li>● Staff supervision to maintain standards.</li> <li>● Serving Tuck on Tuesdays – taken to class</li> </ul>	<p>BREAKTIMES</p> <p>Reception, Year 1, Year 2 &amp; Year 3 – 10.15</p> <p>Year 4 5 &amp; 6 – 10.30</p> <p>Each Class will have use of our Hobbit House for one week at a time</p> <p>Tuck will be sent to each classroom instead of queuing in hall for the first term</p> <p>All children to use hand sanitiser after playtime.</p>

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Number of pupils and available space impede social distancing at LUNCHTIME	<ul style="list-style-type: none"> <li>● <del>Staggered LUNCHTIMES.</del></li> <li>● <del>Children to bring packed lunch and eat lunch in classroom or consider using school grounds for 'picnic lunches' whilst retaining 2m distancing</del></li> <li>● <del>If hot meals are provided, transport safely to classroom or if canteen is available, remove unused tables and apply 2 metre rule.</del></li> <li>● Any crockery/cutlery used must be cleaned thoroughly.</li> <li>● Catering contractors and other food provision has been subject to specific risk assessment.</li> <li>● Salad trolley usage</li> </ul>	<p>All children to sanitise hands before lunch. LUNCHTIMES – school lunches will return to 2 sittings. Reception children will be served their meal at their table as is usual for their first few weeks.</p> <p>All in house catering Risk assessment completed and documented.</p> <p>Children from Year 1 &amp; 6 will use the salad trolley serving themselves.</p> <p>All tables and chairs will be sanitised in between the sittings.</p>
Number of staff and size of staff spaces (including office) impede social distancing.	<ul style="list-style-type: none"> <li>● <del>Removal of furniture to create more space.</del></li> <li>● <del>Removal of communal equipment (mugs etc)</del></li> <li>● <del>Staggered break times for staff.</del></li> <li>● Staff toilets to enforce 2m distancing.</li> </ul>	<p>All communal items to be wiped regularly with chloride-based cleaning wipes or disinfectant</p>
Other	<ul style="list-style-type: none"> <li>● <del>All teachers and other staff can operate across different groups but must continue to maintain distance from pupils and other staff as much as possible.</del></li> <li>● <del>Mixing of volunteers across groups should be kept to a minimum, and they should remain two metres from pupils and staff where possible.</del></li> <li>● <del>Schools should work closely with any external wraparound providers which pupils may use, to ensure as far as possible, children can be kept in a group with other children from the same group they are in during the school day.</del></li> <li>● Schools should not host any performances with an audience and follow latest guidance for music, dance and drama (within the main <a href="#">guidance for schools</a> Feb 2021).</li> </ul>	<p>All staff where necessity demands will be considered to work across more than 1 bubble (max 2).</p> <p>Volunteers will now be invited into school (after new DBS clearance)</p> <p>Any performances with an audience will be risk assessed separately and the audience limited for a performance. All audience members will be required to sanitise before entry and remain seated during the performance.</p>
<b>3. Hygiene and Cleaning</b> <a href="#">Guidance on cleaning non-healthcare settings</a>		

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Cleaning staff levels are insufficient to deliver enhanced cleaning regime.	<ul style="list-style-type: none"> <li>• Confirm available cleaning staffing levels before re-opening.</li> <li>• Use of contractors or other school staff for cleaning.</li> <li>• Agree the new cleaning requirements and additional hours for this.</li> <li>• PPE to be worn by cleaning staff as dictated by risk assessment.</li> <li>• <del>Leave resources to de-contaminate for 72 hours if possible.</del></li> </ul>	<p>Cleaning as in contract plus:  Extra hours of cleaning will be conducted during the middle of the day e.g. toilets / tables etc.  Class TA responsible for wiping door handles, door plates and exit buttons regularly throughout the day with disinfectant.  Deep clean of Classes during Holidays and prior to school openings  Deep clean of tables &amp; chairs used each day  PPE to be worn for First Aid – all First Aiders to have information and instruction</p>
Insufficient handwashing and hygiene facilities increase the risk of transmission.	<ul style="list-style-type: none"> <li>• Hand gel dispenser outside of all classrooms and around school to complement handwashing facilities</li> <li>• Re-fills kept safely in each classroom.</li> <li>• Children to handwash on entry to school, <del>before and</del> after each break and lunch, leaving school and after using toilet.</li> <li>• Extra handwashing bowls in each classroom.</li> <li>• Extra signage to encourage washing hands.</li> <li>• Supplies of tissues and lidded bins in each teaching space and classroom.</li> <li>• Ensure help is available for children who cannot clean their hands independently.</li> <li>• Ensure supplies of suitable soap.</li> <li>• Promotion of the 'Catch it, Bin it, Kill it' campaign to pupils and staff.</li> <li>• <del>Resources are rotated or left to de-contaminate for 48 hours (or 72 hours if plastic) if being used by different groups.</del></li> </ul>	<p>Hand sanitiser in each classroom  All children to wash hands on entry to class each time (supply of soap and paper towels available in each classroom as well as toilets)  Extra washing bowls to be provided to enable 30 children to complete within a reasonable time slot – water must contain diluted disinfectant if used by more than 1 pupil. Automatic Santisers to continue to be used.  Tissues to be place in lidded bin located in each class (this is to be double wrapped when emptied)</p>
Exposure to new hazardous substances (products)	<ul style="list-style-type: none"> <li>• COSHH assessment to be carried out for any new cleaning/sanitising products in use Additional cleaning staff to be made aware of the COSHH risk assessments.</li> <li>• Appropriate storage of hazardous substances.</li> </ul>	<p>Cleaning company responsibility</p> <ul style="list-style-type: none"> <li>• School to complete our COSHH for new products in use e.g e.g hand gels, disinfectant, wipes</li> <li>• List /data sheets to be available to view for staff and outside agencies</li> </ul>

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	<ul style="list-style-type: none"> <li>Material data sheets to be made available for new and existing products.</li> </ul>	<p>Parents to be asked to supply any specialist soap for children with specific skin allergies.</p>
<b>4. Site and Buildings <a href="#">DfE Guidance on school premises management</a></b>		
<p>Visitors/contractors/suppliers on site increase the risk of transmission.</p>	<ul style="list-style-type: none"> <li>Site visits only by pre-arrangement.</li> <li>A record of some visitors must be kept for 21 days <a href="#">specific guidance</a></li> <li><del>2m exclusion zones/markings in Reception areas.</del></li> <li>Information/signage for visitors informing them of the infection control procedures.</li> <li><del>Deliveries and visits outside of school opening hours where possible.</del></li> <li>Provision of hand gel at main school entrance.</li> <li>Process for the acceptance of deliveries required i.e. area where deliveries can be safely left.</li> </ul>	<p>Reduced entry into school main reception area by parents – only if deemed necessary.  Parents encouraged to use e mail / telephone.  If there is an absolute NEED to speak in person we request that a face mask is worn and hand sanitser is used.  Hand gel provided at main entrance MUST be used on entry &amp; exit  Deliveries left in main entrance and door wiped afterwards</p>
<p>Changes affect normal emergency procedures.</p>	<p>Fire safety management plans should be reviewed and checked in line with operational changes. Schools should check:</p> <ul style="list-style-type: none"> <li>All fire doors are operational at all times</li> <li>Fire alarm system and emergency lights have been tested and are fully operational.</li> <li>Review of fire assembly point to accommodate social distancing.</li> <li>Fire drill practice to review any adjustments made.</li> <li>Other contingency emergency plans to be reviewed including lockdown procedures, major disruption through loss of services, gas leak etc.</li> </ul>	<p>All staff and children to be briefed on evacuation / fire drills  Fire drills to continue as normal (once each term Aut / Spr / Sum)</p> <p>Fire safety management plans to be reviewed in line with new changes  Contingency emergency plans to be updated from the plans set up at start of lockdown.  All fire doors are operational at all times  Fire Alarm system and emergency lights continue to be tested as normal</p>



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Site security is compromised by new arrangements.	<ul style="list-style-type: none"> <li>• Normal security standards will apply, doors which may be used for drop-off/pick up should then be closed during the school day (and locked if not fire doors).</li> <li>• Additional ventilation via open doors and windows should not occur in unoccupied parts of the site.</li> </ul>	As normal
Building Checks / Routine maintenance	All usual building checks are to be undertaken as normal including flushing of water outlets, schedules of preventative maintenance, portable appliance testing and asbestos monitoring.	All H & S measures and routine maintenance checks were continued over lockdown and the schedule of these is completed and up to date
Inadequate ventilation increases the risk of transmission of Covid 19	<ul style="list-style-type: none"> <li>• Make use of existing mechanical ventilation systems preferably drawing on fresh air.</li> <li>• Make use of natural ventilation – opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space).</li> <li>• Opening internal doors can also assist with creating a throughput of air (but not Fire Doors)</li> <li>• Opening external doors may also be used provided security is not unduly compromised</li> <li>• Additional ventilation via open doors and windows should not occur in unoccupied parts of the site.</li> </ul>	<p>N/A</p> <p>All windows to occupied classrooms are opened consistently unless temperature is too low, when windows will only be opened during break and lunchtimes.</p> <p>All occupied classroom doors will remain open.</p> <p>A new CO 2 monitor is to be sent to all primary schools in order for them to assess the level of ventilation in areas around the school. This will be used mainly in the hall and in other areas around the school as the weather limits opening windows and doors.</p>
<b>5. Equipment and furniture</b>		
Shared play equipment increases the risk of transmission.	<ul style="list-style-type: none"> <li>• <del>Fixed play equipment to be put out of use.</del></li> <li>• <del>Soft toys and difficult to clean play equipment to be removed.</del></li> <li>• Individual items of play equipment and other shared items used for teaching to be cleaned between each use by each group</li> </ul>	<p><b>None of the control measures listed in the middle column for this section are now mandatory.</b></p> <p>Playpark will only be used by Reception and Year 1 children who will each sanitise their hands with gel before use.</p> <p>All play items to be cleaned regularly e.g trikes, outdoor EYFS equipment</p>

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		Individual resources to be used where possible e.g glue sticks, individual pots of playdough All resources that are shared between groups (PE/science and musical percussion for example) are to be cleaned between use) Water tray in use with Milton and washing up liquid
Shared equipment, fittings and resources increase the risk of transmission.	<ul style="list-style-type: none"> <li>● <del>Handwashing before and after each lesson.</del></li> <li>● <del>Remove unnecessary items from the classrooms and store elsewhere.</del></li> <li>● Cleaning regime for door handles, press to exit buttons, communal surfaces.</li> <li>● <del>Children asked to bring in own stationery or have allocated, named, packs of stationery per child.</del></li> <li>● All surfaces to be cleaned each night.</li> <li>● <del>Lessons planned so sharing of resources is minimised.</del></li> <li>● <del>Limit the number of resources/books taken home.</del></li> </ul>	<b>See above</b>  All cleaning regimes to continue.
Increased manual handling tasks increase the risk of musculoskeletal injuries.	<ul style="list-style-type: none"> <li>● Staff must not attempt to move large or heavy items unless they are fit to do so.</li> </ul>	Normal H & S RA apply
<b>6. Health and Wellbeing</b>		
Inadequate staffing levels create supervision or safeguarding issues.	<ul style="list-style-type: none"> <li>● Carry out an audit of all staff availability and review it regularly.</li> <li>● Introduce a process for staff to inform you if their health situation changes.</li> <li>● If there is a shortage of teachers consider use of suitably qualified TAs to lead a group and maintain ratios.</li> </ul>	All school staff to continue to self- test twice a week and report result (LFD) to enable swift notification and to ensure staffing levels are maintained. Audit of staff before opening completed Any staff whose situation changes to telephone HT to discuss Management of staffing to be actioned by HT

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Volunteer wellbeing (if applicable)	<ul style="list-style-type: none"> <li>• Volunteers will be treated in the same way as school staff and provided with the same information, instruction, training and equipment.</li> <li>• Volunteers will be included in regular communications and be given the opportunity to feedback any concerns.</li> </ul>	<p>Volunteers and visitors will follow hygiene systems as for staff.</p> <p>Visitors requested to wear face coverings.</p> <p>Ventilation to be available where possible.</p>
Vulnerable / Extremely vulnerable children at higher risk of infection.	<ul style="list-style-type: none"> <li>• Parents should follow current medical/government advice if their child is in this category.</li> </ul>	
Person becomes unwell with Covid 19 symptoms in school	<ul style="list-style-type: none"> <li>• Move to a pre-designated room where person can be isolated, with adult supervision if a child.</li> <li>• Ventilate the room if possible.</li> <li>• PPE should be worn if contact is required.</li> <li>• Inform parent/carer to arrange collection.</li> <li>• Cleaning regime after each usage of the space.</li> <li>• Follow the advice from health protection team</li> <li>• Consider purchase of non-contact thermometer.</li> </ul>	<p>The TA Room will be used for children who are unwell</p> <p>Emphasise to parents that <b>CHILDREN WHO ARE UNWELL WITH ANY ILLNESS</b> (to include coughing/ sneezing/ vomiting and diarrhoea <b>NOT TO BE SENT INTO SCHOOL</b>)</p> <p>PPE will be used by the member of staff dealing with the child</p> <p>The room will be cleaned and sanitised after the child has left</p> <p>If thermometer is used it will be placed under the child's arm and disinfected after use</p>
Outbreak of Covid-19 within the school (defined as more than two confirmed cases within a fortnight)	<ul style="list-style-type: none"> <li>• Senior leaders have awareness of the PHE "local outbreak management plan"</li> <li>• Local school management plan is in place and relevant staff have been made aware</li> <li>• Remote education plans in place</li> <li>• Engage fully with NHS Test &amp; Trace.</li> </ul>	<p>Engage full with NHS and trace</p> <p>Contact PH tracing</p>
Absence of measures to address localised enhanced covid transmission chain	<ul style="list-style-type: none"> <li>• Senior leaders to produce contingency plans (sometimes called outbreak management plans) detailing additional measures regarding: <ul style="list-style-type: none"> <li>○ Good hygiene</li> <li>○ Appropriate cleaning regimes</li> <li>○ Keeping occupied spaces well ventilated</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Following Public Health advice on testing, self-isolation and managing confirmed cases of Covid-19.</li> <li>● Local school management plan is in place and relevant staff have been made aware</li> <li>● Remote education plans in place</li> <li>● Engage fully with NHS Test &amp; Trace</li> <li>● Schools should make themselves familiar with the Contingency Framework <a href="#">document</a>.</li> </ul>	
Staff wellbeing affected by the working experience.	<ul style="list-style-type: none"> <li>● Application of national guidance in respect of shielding and at-risk groups</li> <li>● Staff risk assessment tool being used to assess those in higher risk groups.</li> <li>● Staff aware of risk assessment process and able to contribute.</li> <li>● Staff meetings and communication.</li> <li>● Defined wellbeing support measures for staff.</li> <li>● Designated staff rest areas.</li> </ul>	All staff to have been involved in the initial process of RA measures All staff to be sent a copy of the RA each time it is updated.
Volunteer wellbeing affected by the working experience	<ul style="list-style-type: none"> <li>● Volunteers will be treated in the same way as school staff and provided with the same information, instruction, training and equipment.</li> <li>● Volunteers will be included in regular communications and be given the opportunity to feedback any concerns.</li> </ul>	All Volunteers to have seen and agree the RA
Pupil wellbeing is impacted by the current situation causing physical and mental ill health. <a href="#">School Effectiveness guidance on Right Choice</a>	<ul style="list-style-type: none"> <li>● Children to have class teacher and TA where possible.</li> <li>● <del>Reduced time in school to ensure transition from home to school is successful.</del></li> <li>● Curriculum to support children's well-being.</li> <li>● Provide opportunities to talk about their experiences/concerns.</li> <li>● Pastoral activities.</li> </ul>	School TA's / ELSA to be used for specific children and on an individual basis Actions taken to support their needs on an individual basis All teachers to be encouraged to support children's wellbeing with enriching and some developmental activities where still appropriate that will provide more opportunities for children to express their feelings/experiences in order for them to renew and develop their friendships
First aid provision	<ul style="list-style-type: none"> <li>● Ensure all staff know First Aiders on site if less than normal.</li> </ul>	PPE available for use for First Aiders (instruction to be given)

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
	<ul style="list-style-type: none"> <li>• If provision is less than usual, minimise hazardous activities which may result in injury.</li> <li>• Ensure a supply of PPE is available for provision of first aid and use and dispose of accordingly.</li> <li>• Paediatric First Aid provision is available for under 5's.</li> </ul>	<p>First Aid individual First Aid Bag to be made up for each bubble PPE disposal in the red lidded bin in First aid room</p> <p>For clarity: If any child displays symptoms of Covid they will be sent home to isolate for 10 days. See public health advice on <a href="#">when to self-isolate and what to do</a>.</p>
Pupils with special medical needs (administering medication)	<ul style="list-style-type: none"> <li>• Required number of competent staff on site</li> <li>• Staff training up to date</li> <li>• Alternative arrangements in place if staff training/competence has lapsed.</li> </ul>	<p>Ensure required number of First Aiders and paediatric FA on site during school opening Training is up to date for all First Aid staff</p>
1:1 teaching, physical restraint and children with SEND or EHC plans are adversely affected by the current situation.	<ul style="list-style-type: none"> <li>• Individual <a href="#">risk assessments</a> of children with behavioural difficulties.</li> <li>• Ensure a supply of PPE is available based on need.</li> <li>• Reduced timetable or consideration of other solutions if child's behaviour puts staff at risk.</li> <li>• <del>1:1 teaching to be done at 2m distance.</del></li> </ul>	<p>Individualised according to need of the child all information to be found on child's individual RA Make children explicitly aware of the continued expectations around social distancing and new routines</p>
Holding SEND / EHCP Reviews (Where considered face to face is necessary)	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• <del>Social distancing</del></li> <li>• Designated Space</li> </ul>	<p><del>Ensure all visitors wear visors or masks</del>—visitors will be requested to wear a face covering when inside the building and working with children. <del>Staff to wear visors or masks</del> Library to be used – windows and roof lights to be opened Opportunities for visitors to join meeting remotely on zoom if necessary Meeting to be allotted into a timed slot to reduce amount of time in contact with others.</p>
<b>7. Risk assessments and Policies</b>		
Standard risk assessments do not take account of additional covid-19 risks	<ul style="list-style-type: none"> <li>• Ensure all work environments and teaching/learning activities have been subjected to risk assessments in line with conventional H&amp;S requirements.</li> </ul>	<p>Where appropriate all amended or updated actions to be communicated to all school staff and parents</p>

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
	<ul style="list-style-type: none"> <li>• Review and where necessary update all risk assessments with additional control measures to counter any significant infection transmission risk</li> <li>• Pay particular attention to curriculum areas and activities being resumed for the first time since school restrictions were introduced</li> <li>• LoTC activities are restricted to non-residential activities and are subject to the usual process of risk assessment and authorisation.</li> <li>• One -off activities such as PTA and other fundraising events, firework displays etc will be subject to separate risk assessment.</li> <li>• Lettings of facilities will be subject to separate risk assessment.</li> <li>• School clubs, Breakfast clubs and after-school provision are subject to a separate risk assessment.</li> <li>• Behaviour policy amended to reflect covid-19 protocols.</li> <li>• Off-site learning outside of the classroom activities and events are suspended.</li> </ul>	<p>Any new resources used in other curriculum areas (e.g DT) to be subject to the same regime of cleaning as other resources All out of the classroom learning to be risk assessed as usual and HT notified</p> <p>No PTA functions / events will take place for the Autumn Term 1. This will be reviewed for term 2 by Chair of PTA and HT.</p> <p>Lettings have resumed with appropriate guidelines in place. Behaviour Policy was updated at the start of lockdown in line with expectations etc. that resulted from the implications of Covid 19</p> <p>All educational visits are to be RA in usual way. Community Farm visits for 3 children – Risk Assessed for weekly visits. Breakfast club – resumed for all year groups.</p>
<b>8. Monitoring</b>		
<p>Control measures set out in this risk assessment do not prove effective</p> <p>Levels of compliance are inadequate</p>	<ul style="list-style-type: none"> <li>• Named school staff will monitor the application and effectiveness of the control measures set out within this risk assessment, and the level of compliance by staff, visitors and pupils</li> <li>• Non-compliance will be addressed immediately</li> <li>• Regular communication with staff on the outcomes of the monitoring</li> <li>• LA H&amp;S Advisers are able to visit the school site to assess compliance</li> </ul>	<p>HT (with Governors) will review this risk assessment termly.</p> <p>All documentation re H &amp; S kept up to date</p> <p>Regular feedback encouraged from staff re control measures and agreed action taken and updated on RA.</p>
<b>9. Other – specific to our school</b>		
Breakfast Club	Breakfast club to be resumed in the foreseeable future	Breakfast Club has resumed for all year groups. Review of provision will be on going over the Autumn Term

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
Swimming	No Swimming lessons	Swimming will not resume until Spring 2022
Lunch time & After School Clubs	After school clubs will be running in Term 1	
Music Lessons	To be resumed for some children who are in school	See separate Risk Assessment (Music mark) All children have own instruments For ensemble playing – teacher is to stand 3m from front row (recorders / band) Teaching space to be hall if possible and windows open One to one - No sharing of instruments
Milk and Free fruit	Contamination	Free fruit resumed from the Government (tbc) for all children in KS1 in September. One member of staff will distribute this wearing gloves. Milk will be distributed in the same way.
PE	Use of practical resources bats / balls / posts etc	Children bringing out resources/equipment will also carry them in and then wash hands All children to wash hands before going out for PE
Water Cooler	<ul style="list-style-type: none"> <li>Contamination from lever</li> <li>Used cups not left on top</li> </ul>	Individual (named) water bottles can still be brought into school The water cooler will be put back in use.
Safe Storage and Handling of Test Kits Lateral Flow Testing procedures	<ul style="list-style-type: none"> <li>Contamination</li> <li>Instruction</li> <li>Reporting procedures and protocols</li> </ul>	All test kits to be stored safely and at appropriate temperature Kits to be signed for. All staff to test twice weekly Mon / Thurs All staff to report result on line All guidance in booklet version 1.3.2 to be followed and booklet inside test to be destroyed.
Contingency Planning for outbreaks	<ul style="list-style-type: none"> <li>PHE may notify schools to close temporarily</li> <li>Schools to prepare a contingency plan</li> </ul>	Review of contingency plan in place for remote learning – should it be required 1.9.21 Test and Trace system in place – book in Office

RISK	CONTROL MEASURES TO CONSIDER	LOCAL APPLICATION OF MEASURES
Spikes or localised community spread.	<ul style="list-style-type: none"> <li>Remote education plans in place</li> </ul>	Details for PHE (Public Health England – South West) PHE protection team Professor Debra Laphorne, Centre Director 2 Rivergate Temple Quay Bristol BS1 6EH Telephone: 0300 303 8162

I confirm that the above is a suitable and sufficient risk assessment based on current information. The risk assessment will be reviewed on a regular basis and whenever anything relevant changes. All relevant parties will be informed of the outcomes of this risk assessment.

<b>Name of Headteacher</b>	<b>Karen Walker</b>	
<b>Signature of Headteacher</b>	<i>KJ Walker</i>	<b>Date: <del>10.7.20 7.9.20 2.1.21 26.1.21 5.3.21 17.5.21 25.6.21</del> September 2021</b>
<b>Name of Chair of Governors / Trustees</b>	Pam Bassindale	
<b>Signature of Chair of Governors / Trustees</b>	<i>P Bassindale</i>	<b>Date: <del>20.5.20 5.9.20 2.1.21 26.1.21 5.3.21 17.5.21 25.6.21</del> September 2021</b>
<b>Date of review</b>	Termly – unless any statutory guidelines are issued	