

RISK ASSESSMENT FORM- MANAGING HEALTH AND SAFETY

Directorate & Team: Alexandra Junior School					Completed By: Ralf Müller			Date: 11.01.21			
Lockdown January 2021					Manager:			Review Date: weekly			
Hazard		Initial risk			Action plan			Residual risk			
Details of hazard	Who is affected and how?	Likelihood	Consequence	Risk L/M/H	What controls are already in place	Further action required	By whom	By when	Likelihood	Consequence	Risk L/M/H
Parents/carers and children don't follow social distancing (mix) upon arrival and at departure times	<ul style="list-style-type: none"> Children Parents/carers School staff Household members of all involved 	1	3	L	Only KW and Vul pupils in school, several of which have slightly earlier or later arrival and departure times SLT at gate in the morning One way system using both pedestrian gates						
Children contracting virus	<ul style="list-style-type: none"> Children Parents/carers School staff Household members of all involved	1	3	L	Children are on bubbles of no more than 10 Pupils displaying symptoms to be isolated and send home and government and Public Health guidance followed Children maintain a 2 m social distance at all times frequent handwashing opportunities Children to be taught about safety rules and necessity to keep as much of a distance to each other as possible (including lining up, toilet use, moving around classroom, handwashing, respiratory hygiene (catch it, bin it, kill it) Children isolated if they struggle to adhere to sd and e.g. touch or spit at other children		SLT				

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					<p>Changed class room layout –desks arranged so that pupils facing forward</p> <p>Removed excess furniture and soft furnishings</p> <p>Use visualizer, quizzes, peer assessment, etc for feedback</p> <p>2 m teacher area is clearly marked out by a line</p> <p>Signage around corridors as reminders of 2m distancing and one way flow</p>							
Staff not socially distancing	<ul style="list-style-type: none"> • Children • Parents/ carers • School staff Household member s of all involved 	1	4	M	<p>Guidance on sd distributed to staff and already in place</p> <p>- Staff to maintain 2m sd whenever possible and to wear face coverings in the classrooms whenever possible</p> <p><u>Work spaces</u></p> <p>HSLW office will only be occupied by one member of staff (rota system)</p> <p>School office staff to wear mask in office</p> <p>Some staff are assigned new workspaces in individual risk assessments</p> <p>Staff who might need to meet with visitors face-to-face are assigned spaces that are big enough for sd and where possible accessible via an external door rather than having to invite the visitor into the school building ia the main entrance and the corridor</p> <p>When the occupancy changes all contact areas will be cleaned by the staff member leaving and again by the staff member arriving</p> <p>Staff not to enter school office to avoid congestion</p> <p><u>Staff room</u></p> <p>Sd reminders displayed in staff room</p> <p>Staff follow the rule that only two people are allowed in the kitchen area at a time – staff encouraged to use outdoor spaces for their break</p> <p>Staff to sanitise on entry and exit of staffroom and staff to clean all contact points when using equipment (microwave, fridge, etc)</p> <p>Staff to wash, dry and put away any dishes or cutlery they are using</p>	Staff room: maximum occupancy for seating: 6: 3 on the table 3 on the comfy seats	SLT	ongoing		1	4	L

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					<p><u>Toilets</u> External door propped open to avoid close contact in the confined space at the ladies' toilet Staff to clean contact areas after using the facilities</p>					
Children not socially distancing during lunch times	<ul style="list-style-type: none"> • Children • Parents/ carers • School staff • Household members of all involved 		1 3 1 4 1 4 1 4	L	bubbles eat in their classroom classroom surfaces cleaned by TA and MDA before lunches are served One way system around school Timetable staggered lunch and playtimes: YARD times: Y3 from 12:30 to 1 – Y4/5/6 from 12-12:30 TAs/MDAs to fetch meals from kitchen Clear zones on the yard for different groups (one bubble in nearest nets and trim trail other bubble on far yard: gym equipment and far nets – middle nets to stay empty If necessary when we move to 4 bubbles: MDAs to put cones out to demarcate boundary in the middle of the yard Children to file off the yard 2m distanced Reduced playtime equipment – hard surfaces and can be easily cleaned- MDAs to clean gym equipment and scooter handles after each group has used them. Games discussed which encourage social distancing – football passing, no catching allowed, no games allowed where children touch each other etc Each bubble has own set of equipment that is cleaned after use by TA and stored in the classroom Staff supervision throughout – actively encouraging and insisting on social distancing TA/ teacher supervising their group from classroom to yard and back While on yard MDA present to support supervision outdoors – TA out on yard as well TA to take injured children for first aid – first aider to wear face shield and has other PPE at hand if necessary Wet play: children remain in classes in their seats – use wet play time boxes – children to hand wash – games will be quarantined for 2 days CR to brief MDAs about lunchtime arrangements (times and procedures)					

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Hazard		Initial risk			What controls are already in place	Action plan			Residual risk		
Details of hazard	Who is affected and how?	Likelihood	Consequence	Risk L/M/H		Further action required	By whom	By when	Likelihood	Consequence	Risk L/M/H
Children not social distancing or mixing with other bubble using toilets and poor hygiene	<ul style="list-style-type: none"> Children Parents/ carers School staff Household members of all involved 	11	3	L	<p>During lesson time on pupil at a time only allowed to go to the toilet</p> <p>General hygiene education: all classes to use e-Bug coronavirus (COVID-19) website to explicitly teach good hand and respiratory hygiene</p> <p>Discourage toilet use outside break times</p> <p>During break times: Encourage toilet use at hand washing times</p> <p>Children to wash hands before they use the toilet and after to minimise chance of bacteria on common touch points e.g. cubicle door, toilet flush.</p> <p>Hand gel used after toilet use as well as washing hands when returning to class room</p> <p>Extra Signs in toilet re washing hands</p> <p>Wedges for the toilet external toilet doors if not fire doors.</p> <p>Children supervised at break and lunch times when using toilets and wash basins</p> <p>Clear rota for which bubble uses which set of basins at which times</p> <p>Soap dispensers installed next to each class room sink</p> <p>timetable for designated cleaner to clean contact points across school and all toilets after break and after lunch</p> <p>All ensure toilet doors are propped open to eliminate need to touch handle</p>		office	ongoing			
Contact of shared resources resulting in indirect	<ul style="list-style-type: none"> Children Parents/ carers School staff 	3	3	M	<p>Usual cleaning procedures</p> <p>Children only to bring essentials in (reading book, lunch box)</p> <p>Reading books and waterbottles can go home</p>	<p>New staff to be COSSH trained</p> <p>Designated cleaner to spray outdoor gym equipment, trimtrail and games table seats</p>	Teachers				

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transmission of the virus	<ul style="list-style-type: none"> Household members of all involved 			<p>Book boxes for return box allow books to quarantine for 2 days Staff to clean down shared equipment like photocopier, microwave before end after use</p> <p>Have individual plastic packets (zipper) bags of stationery (ruler, rubber, pencil, pen, glue stick, white pen) labelled with their names on – other class based resources can be shared</p> <p>Tubs of resources for individuals if needed – maths cubes etc which will be sterilised before use and before they go back into storage</p> <p>Children to not use the library: TA to change books</p> <p>Returned reading books dropped into box that will be quarantined for 48 hours before restocked to the library</p> <p>Resources washed</p> <p>Tables, door handles and other surfaces cleaned at break and after school and throughout the day</p> <p>Lessons planned so resources are individual and not shared – or on white board</p> <p>Resources on tables ready for lesson and not distributed within the lesson</p> <p>Children encouraged to wash hands / use hand gel before lessons and after each lesson</p> <p>Gym equipment, scooter handles on yard washed after each group has used it</p> <p>Teacher to not share equipment with children and taking precautions when marking books (handwash – not to touch face)</p> <p>Teachers to develop and utilising alternatives to marking books wherever possible: visualiser, train pupils in self and peer “marking”, using low stakes quizzes to assess, etc</p> <p>Staff are COSHH trained</p>	as well as blue shelter seats after all children and parents have left the yard after school	SBM to organise			
Emotional distress of the children	<ul style="list-style-type: none"> children 	2	3	M	<p>Extensive PSHE and pastoral provision</p> <p>HSLW</p> <p>Assistant Senco</p> <p>Reduced time in school to ensure transition is successful from home to school where necessary</p>	SLT			

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Emotional distress of the staff – including anxiety	<ul style="list-style-type: none"> staff 	3	4	M	<p>Well being group Well being provision through SAS Well being phone calls Individual well being meetings and risk assessments for extremely vulnerable staff (Shielding) and any staff that has been shielding to manage reintegration Vulnerable staff – those suggests to strict social distancing – working at home or assigning new roles where possible or in school with strict 2 metre distancing measures in place Sharing of support helplines SLT member of staff on site everyday for staff to share concerns with Inclusion in risk assessment process – input into hazard identification and control measures</p> <p>Staff to access the additional support provided by the DfE for wellbeing in the current situation. Information about the extra mental health support for pupils and teachers is available. The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing. Staff meeting – virtually – to discuss concerns and shared control measures Risk assessments reviewed regularly</p>		HT SLT Staff	ongoing			3	3	M			
Risk of spreading virus due to close contact with children – first aid, 1:1 and restraint resulting in direct	<ul style="list-style-type: none"> Children Parents/ carers School staff Household member 	2	4	M	<p>MAPA training to deescalate potential risk situations</p> <p>Pupils attending are assessed and none pose an immediate risk of needing close contact 1:1 or restraint (one attending pupil had successful special provision already throughout the lockdown period Child in need of being temporarily secluded taken to spare room (SEND office or DT room) for transition work or calming down work</p>	– identify potential need for physical intervention and extra support to self regulate their behaviour if likely to display coughing, spitting, biting towards other children or adults. Full parental involvement and support prior to first day for successful	Inclusion lead SBM	and ongoing			2	3	4	4	4	M

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transmission of the virus	s of all involved			Staff to clean the spare room after use to maintain virus free environment Staff trained on using PPE First aid area set up at lower end of the school]First aider present on all rotas First aider to wear apron and gloves when it is deemed necessary to tend to a wound or be in close contact with child All staff when leaving their 2m teaching area to wear visors – when working 1:1 and in close proximity for more than 1 minute staff to wear face coverings as well	implementation and action of individual plans.. Basic government recommended PPE in school to protect staff should an escalation occur Reduced timetable / exclusion / inclusion considered if necessary if children are acting in a way staff and themselves are put at risk Affected staff to be released home to be able to shower and change clothes if necessary						
Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus	<ul style="list-style-type: none"> Children Parents/ carers School staff Household members of all involved 	3 2 2 2	3 4 4 4	M M M M	<p>PSHE education on hygiene Tissues, anti-bacterial wipes and hand gel dispenser inside of all classrooms Soap dispensers in each classroom and extra lidded bin Order of these resources in large quantities Children handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze Washing hands posters replaced in all washing areas Reminders how to wash hands properly – videos and posters children to wash hands thoroughly and regularly. Open windows to increase ventilation cleaning spray and wipes are available in staff toilets and staff are asked to clean used areas before and after use. Outer toilet doors propped open to ensure staff can see if toilet is occupied to avoid walking into other member of staff in confined space</p>	<p>Should a pupil arrive with a face covering follow DfE guidance: Pupils not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom. Parents/carers will be informed of this safety precaution.</p>	Teachers HT	Before 6.9..20	3 2 2 2	3 4 4 4	M M M M
Risk of infection due to lack of cleaning resulting in	<ul style="list-style-type: none"> Children Parents/ carers 	3 2 2 2	3 4 4 4	M	<p>Contact areas cleaning already in place Deep cleaning before re-opening</p>	SLT have clear minimum stock expectations for PPE and cleaning and hygiene products and SBM monitors stock and	SBM	weekly	3 2 2 2	3 4 4 4	M

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indirect transmission of the virus	<ul style="list-style-type: none"> School staff Household members of all involved 				<p>All surfaces, handles, toilets and shared equipment will be cleaned each day - toilets contact points cleaned three times a day</p> <p>Cleaning product to be prepared by trained cleaning staff – class teachers to store the cleaning product on the top shelf of their store room</p> <p>– class teacher leaves bottle in need of refill by the cleaners’ cupboard door at the end of the day</p> <p>PPE will be worn by all cleaning staff (gloves, apron): see CC risk assessment.</p> <p>Some resources will be rotated and left to de-contaminate for 3 or 4 days after cleaning to reduce the risk of indirect transmission (playground tubs)</p> <p>Soft furnishings and soft / cloth toys removed from use in classrooms</p> <p>Children and staff to adhere to frequent handwashing routine</p>	replenishes those continuously, alerting HT of any shortages leading to safety concerns which may require partial or temporary closure of school					
Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus	<ul style="list-style-type: none"> School staff Household members of all involved 	2	2	L	<p>Current re-opening plan sensitive to varied risks of different staff members and their household members (including gender, weight, age and ethnicity)</p> <p>Safety controls implement government guidance: reducing contact as much as possible between bubbles and maintain sd where possible</p>		HT	ongoing	2	2	L
Risk of transmission of the virus due to staff or child displaying symptoms	<ul style="list-style-type: none"> Children Parents/ carers School staff Household members of all involved 	2	4	M	<p>Any child with symptoms is sent home</p> <p>All children will be temperature checked should they feel unwell</p> <p>Re- iterate with staff:</p> <p>If anyone becomes unwell with a new, continuous cough, loss of smell or taste or a high temperature they must be sent home and follow the staying at home guidance.</p> <ul style="list-style-type: none"> The HT will immediately contact the local COVID contact and follow Public Health guidance in what further measures to take. The HT will engage with 	<p>Follow newest guidance (Jan 21)</p> <p>Action list 1. In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital except in an emergency. 2. Call parents/legal guardian to collect pupil and take them home. Advise them that all household members will need to</p>	SBM	done	2	4	M

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				<p>the NHS track and trace system and supports the affected family in doing the same. We will ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> • book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit • provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace • self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19) <p>As soon as child is identified as displaying symptoms, isolate the affected child in the first instance. After the child has been released home, deep clean the classroom.</p> <p>If a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door with appropriate adult supervision. Use the SENCo office for isolating the child . Open the back door for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else.</p>	<p>isolate and refer them to the guidance for households with possible or confirmed coronavirus (COVID-19) infection. 3. While the pupil is awaiting collection, move them to an isolated room and open a window for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. 4. Staff caring for a pupil while they are awaiting collection should to maintain 2 metre distancing. If not possible, for example with a young child, they should wear suitable PPE1: Situation PPE 2m distance cannot be maintained A face mask should be worn Contact is necessary Gloves, an apron and a face mask should be worn Risk of fluids entering the eye (e.g. from coughing, spitting or vomiting) Eye protection should also be worn 1 More information on PPE use can be found in the Safe working in education, childcare and children’s social care settings, including the use of personal protective equipment (PPE) guidance. 2 5. If the pupil needs to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. 6. From 26 August, all schools and FE providers will receive an initial supply of 10 home test kits. Home test kits should only be offered to individuals in the exceptional circumstance that you believe an individual may have barriers to accessing testing elsewhere. 7. Staff/other pupils who</p>					
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				<p>In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>Staff who supervise children displaying symptoms will wear gloves and aprons and keep a safe distance of at least 2m. If contact is unavoidable, follow the newest guidance: The PPE that should be used in the following situations when caring for someone with symptoms of coronavirus (COVID-19) is as follows:</p> <ul style="list-style-type: none"> • a face mask should be worn if a distance of 2 metres cannot be maintained (fluid-resistant surgical face masks (also known as Type IIR) • if contact is necessary, then gloves, an apron and a face mask should be worn • if a risk assessment determines that there is a risk of fluids entering the eye from, for example, coughing, spitting or vomiting, then eye protection should also be worn <p>When PPE is used, it is essential that it is used properly. This includes scrupulous hand hygiene and following guidance on how to put PPE on and take it off safely in order to reduce self-contamination.</p> <p>Face masks must:</p> <ul style="list-style-type: none"> • cover both nose and mouth • not be allowed to dangle around the neck • not be touched once put on, except when carefully removed before disposal • be changed when they become moist or damaged • be worn once and then discarded - hands must be cleaned after disposal 	<p>have had contact with the symptomatic pupil must wash their hands thoroughly for 20 seconds. 8. When parents/legal guardian pick up the pupil, advise them to get the pupil tested and notify you of the results. 9. Once the pupil has left the premises, thoroughly disinfect/clean all surfaces and contact points they came into contact with (including the bathroom if used).</p>				
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				<p>If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves. They do need to self isolate should the unwell child test positive. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.</p> <p>The HT will ask parents and staff to inform them immediately of the results of a test:</p> <ul style="list-style-type: none"> • if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating. • if someone tests positive, they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’ and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days. 						
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<p>Risk of infection after a suspected case of Covid -19 is confirmed</p>	<ul style="list-style-type: none"> • Children • Parents/ carers • School staff • Household members of all involved 	4	4	H	<p>Staff briefed with government guidance HT to follow government guidance:</p> <p>contact the local health protection team. The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p> <p>Any members of staff who have provided close contact care to someone with symptoms, even though wearing PPE, and any other members of staff or pupils who have been in close contact with them, even if wearing a face covering, do not need to go home to self-isolate unless:</p> <ul style="list-style-type: none"> • they develop symptoms themselves, in which case, they should also arrange to have a test • the symptomatic person subsequently tests positive • they are requested to do so by NHS Test and Trace or the PHE advice service or PHE local health protection team if escalated <p>Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:</p> <ul style="list-style-type: none"> • direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin) 	<p>Deep cleaning arranged for the areas affected</p>	SBM HT	<p>When it applies</p>		2	4	M
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				<ul style="list-style-type: none"> • proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual • travelling in a small vehicle, like a car, with an infected person <p>The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we recommend schools keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups (see section 5 of system of control for more on grouping pupils). This should be a proportionate recording process. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome.</p> <p>A template letter will be provided to schools, on the advice of the health protection team, to send to parents and staff if needed. Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.</p> <p>Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. They should get a test, and:</p> <ul style="list-style-type: none"> • if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. 						
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				<ul style="list-style-type: none"> if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’ <p>Schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.</p> <p>Contain any outbreak by following local health protection team advice</p> <p>If schools have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required.</p> <p>In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group. If schools are implementing controls from this list, addressing the risks they have identified and therefore reducing transmission risks, whole school closure based on cases within the school will not generally be necessary, and should not be considered except on the advice of health protection teams.</p> <p>In consultation with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may</p>						
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					have been in contact with the person who has tested positive. Testing will first focus on the person's class, followed by their year group, then the whole school if necessary, in line with routine public health outbreak control practice.						
Risk of infection from visitors resulting in indirect transmission of the virus.	<ul style="list-style-type: none"> Children Staff 	2	4	M	<p>No non essential visitors (except building works where necessary), , Rocksteady, Counsellor, Yoga to be offered remotely or by own staff ASM to deliver remote PE from the hall – they will wipe down all equipment used by them and obey strict 2m social distancing with any staff they may come in contact with Parents and carers to not enter the conservatory, make appointment by telephone. Parents who have an appointment have to wear face covering when entering the school building. Only one adult to drop off and collect children. Social distancing and school information notices outside main entrance.</p> <p>HSLWs / Assistant SENCO or other staff going on home visits to not share cars and wear face coverings</p>	<p>Visitors to the office – buzzed in as usual, spoken to at 2m distance behind glass screen. Limited visits into school except on prior arrangement and in agreement with the SLT. All visitors to fill in questionnaire about being free of symptoms etc before allowed entry. <u>Signing in / signing out</u> One visitor/ contactor in office space at one time. Use hand gel before using pen and signing in/out book. Sign in / sign out Same procedure for signing out. To wear a mask on entry into the building. To sanitise hands on entry into the building.</p> <p><u>Using the toilets</u> Use antibacterial spray to clean toilet seat before and after use. (single use gloves available in toilet) Wash hands thoroughly (at least 20 seconds) <u>Travelling around school</u> Use one-way system in school keeping to 2m social distancing guidance</p>	HT	ongoing			
Risk for children with underlying health condition	<ul style="list-style-type: none"> children 	2	4	M	School has a regularly updated register of pupils with underlying health conditions.	<ul style="list-style-type: none"> Parents have been provided with clear guidance and 	HT	ongoing	1	4	L

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s not effectively identified and protective measures therefore lacking						<p>this is reinforced on a regular basis.</p> <ul style="list-style-type: none"> Parents have been asked to make the school aware of pupils' underlying health conditions and the school has sought to ensure that the appropriate guidance has been acted upon. The school, and parents are clear about the definitions and associated mitigating strategies relation to people who are classed as clinically vulnerable and clinically extremely vulnerable. pupils who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment) 				
Fire evacuation drills - unable to apply social distancing effectively	<ul style="list-style-type: none"> children staff 	2	2	L	Staff to enforce social distancing when walking away from building and lining up on the far yard.					
Key stakeholders are not fully informed about changes to policies and procedures due to COVID-19, resulting in risks to health	<ul style="list-style-type: none"> Children Parents/ carers School staff <p>Household members of all involved</p>	1	3 4 4 4	L	<p>Weekly staff zoom meetings Website updated with current government guidance Governors and Trustees regularly updated Class teacher phone calls home Inset day on the day before pupils return Parents encouraged to contact the school by school email or phone</p>					

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					For children see above: curriculum based on PSHE and H&S								
Staff are not trained in new procedures, leading to risks to health	<ul style="list-style-type: none"> Children Parents/ carers School staff Household members of all involved	1	3	L	PDMs and briefings used to inform all staff at last lockdown and information reiterated again Induction and CPD programmes are in operation for all staff, and include(d): <ul style="list-style-type: none"> Infection control COSHH training Use of PPE training Fire safety and evacuation procedures Constructive behaviour management Safeguarding Risk management								
Infections rates, number of pupils attending or staff available, scientific and government advice and response measures develop rapidly and make risk assessment obsolete and risks exposure to virus	<ul style="list-style-type: none"> Children Parents/ carers School staff Household members of all involved	2	4	M	Daily news and government updates read by SLT Regular Exec Board meetings about risk assessments Briefing meetings with Local Authority Health official to receive first hand information and support to respond effectively to local rise in COVID numbers	SLT meet daily in the first instance and then weekly depending on developments to review risk assessments Weekly trust exec board meetings	ongoing	SLT			1	4	L
Risk of transmission from children returning from foreign travel.	<ul style="list-style-type: none"> Staff Children 	2	5	Risk of transmission from people returning from foreign travel	Children Staff Parents	<ul style="list-style-type: none"> Parents and carers requested to inform school of all foreign travel until further notice. Request parents to strictly adhere to quarantine rules from latest guidance. Parents to collect child immediately if school become aware of recent travel to a country that requires quarantine and the time has not been fulfilled. Child to work from home. 	Parents Staff	1.9.20			2	2	L

RISK ASSESSMENT FORM- MANAGING HEALTH AND SAFETY

						<ul style="list-style-type: none"> Lots of advertisement on social media for parental awareness and support. 						
Risk of transmission of virus during music or PE lessons	<ul style="list-style-type: none"> Staff Children 	2	5	n	<p>Risks assessment specific to subjects PE – SD sports activities. Reduced PE bubbles to 10 in a group PE social distancing activities planned Ensure PE staff regular hand washing/ sanitiser routines between groups. Ensure children given responsibility for managing group equipment (handing out, collecting in during lesson and from stores). Different sets of equipment for each year group bubble afternoon PE equipment not used over playtimes (playtime equipment kept in bubble storeroom) – ensure all staff know this.</p> <ul style="list-style-type: none"> Music – wind instruments or singing or chanting outside only. (until further notice) , class instruments are different for each bubble. 					2	2	L

The level of risk is calculated by:

The likelihood

x

The Consequence

- 1- Very unlikely
- 2- Unlikely
- 3- Fairly likely
- 4- Likely
- 5- Very likely

- 1- Insignificant (no injury)
- 2- Minor (minor injury needing first aid)
- 3- Moderate (up to 3 days absence)
- 4- Major (more than 3 days absence)
- 5- Catastrophic (death)

Risk rating:

1 – 4	Low (acceptable)	No further action required
5 – 9	Medium (adequate)	If risk cannot be lowered any further, consider risk against benefit. Monitor and look to improve at next review
10 – 16	High (tolerable)	Identify further control measures to reduce risk rating. Seek further advice e.g. line manager, H&S team, etc.
17 - 25	Very High (unacceptable)	Do not undertake the activity. Implement immediate improvements