

<b>School/Academy:</b>	Welbeck Primary School		<b>Date of assessment</b>	02/03/2022	
<b>Who might be harmed?</b>	Pupils, staff, visitors and contractors		<b>How many are affected?</b>	Whole School	
<b>National COVID-19 Status:</b>	February 24 <sup>th</sup> 2022 – Removal of remaining domestic restrictions in England				
<b>Reference Documents:</b>	<a href="#">DfE: Schools coronavirus (COVID-19) operational guidance</a> <a href="#">DfE: Contingency framework: education and childcare settings</a>				
<b>Date</b>	<b>Summary of school position</b>				
<b>Hazard Aspect</b>	<b>Possible control measures</b>	✓ if in place ✗ if not or n/a	<b>Where:</b> ✗ state action to be taken with timescales ✗ any additional control measures ✓ site specific details	<b>Residual Risk rating</b> High, medium, low	
<b>“Post-covid” Measures</b>					
Note: From 1 April, the Government will remove the health and safety requirement for every employer to explicitly consider COVID-19 in their risk assessments.	<ul style="list-style-type: none"> <li>The school has started to consider and plan which measures and changes that will continue to be in place either in the short term or long term after the Government withdraws all COVID-19 specific guidance. These measures may either have other infection control benefits (e.g. hand washing regime to reduce potential norovirus outbreaks) or other benefits to the efficient running of the school.</li> </ul>		Correct handwashing and good hygiene are followed by staff, pupils, visitors and contractors. Pupils wash their hands at the designated times during the day and after certain activities:	Low	
<b>Communication</b>					
Staff	<ul style="list-style-type: none"> <li>This completed risk assessment is shared with staff. Signatures are obtained.</li> </ul>	✓	Shared with staff via email Updated RA sent to all staff 03/03/2022	Low	
	<ul style="list-style-type: none"> <li>Staff are encouraged to give regular feedback on the effectiveness of these control measures and plans and share suggestions.</li> </ul>	✓	During briefings, in staff discussions with the Headteacher or via email to the Headteacher/Deputy		

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Parents/carers, pupils and visitors	<ul style="list-style-type: none"> <li>Parents and carers are informed about the recent changes to government advice and any school rules and procedures.</li> </ul>	✓	Uploaded to School website 03/03/2022	Low
	<ul style="list-style-type: none"> <li>The school's coronavirus safety principles are communicated to visitors such as contractors, other non-school based services, external coaches, clubs and organisations for curricular and extra-curricular activities prior to any proposed visit.</li> </ul>	✓	Communication with visitors take place at the front entrance by the office staff and also before the visit takes place. Covid Protocol emailed to staff to give visitors - July 2021	
Employer	<ul style="list-style-type: none"> <li>The completed risk assessment (v.7) is shared with the Governing Body and employer.</li> </ul>	✓	RA emailed to D Thompson 03/03/2022	Low
Trade Unions	<ul style="list-style-type: none"> <li>The completed (v.7) risk assessment is shared with the recognised Trade Unions following sharing with the school's Governing Body. (Do not include names where any personal details are recorded).</li> </ul>	✓	RA emailed to Trade Unions on 03/03/2022	Low
<b>Contracting / transmitting Covid-19</b>				
Preventing symptomatic persons attending school	<ul style="list-style-type: none"> <li>Pupils, parents / carers and any visitors, such as suppliers, are informed not to enter the school if they are displaying any symptoms of coronavirus:                             <ul style="list-style-type: none"> <li>o a new, continuous cough</li> <li>o <b>or</b> a high temperature</li> <li>o <b>or</b> has a loss of, or change in, their normal sense of taste or smell (anosmia)</li> </ul> </li> </ul> <p>Note: Although there are other symptoms associated with the Omicron variant, these three symptoms are still only used in determining whether someone must stay away from school. <a href="#">PHE Campaign posters are available here.</a></p>	✓	Shared in parents meetings and also on parent letters.  Staff informed in briefings and on INSET days.  Included in the re-opening pack given to all staff in September 2021  Office staff to ask if they are showing Covid symptoms and only if they answer no are they allowed entry  Posters in the Front entrance of main school and at the FSC entrance	Low
	<ul style="list-style-type: none"> <li>The school informs parents that if their child has symptoms, they must arrange for a PCR test and report the result to the school. The pupil must stay away from school for 10 days. Only a negative PCR test taken within two days will allow the pupil to attend school. The results of any lateral flow tests are irrelevant</li> </ul>	✓		

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	<p>until days 5 and 6, when they may return early with two negative tests taken 24 hours apart and no high temperature (this applies whether or not a PCR test in response to the original symptoms).</p> <ul style="list-style-type: none"> <li>• For noting: In the majority of cases, schools and parents will be in agreement that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or guardian insists on a child attending school, schools can take the decision to refuse the child if in their reasonable judgement it is necessary to protect their pupils and staff from possible infection with coronavirus.</li> <li>• Schools may continue to ask parents and other visitors to take a lateral flow device (LFD) test before entering the school.</li> </ul>		<p>Parents to inform the school</p> <p>Only Headteacher to make the decision to refuse the child</p> <p>In newsletters, text messages</p>	
Outbreak management	<p><b>See latest action plan for complete details</b></p> <ul style="list-style-type: none"> <li>• The following thresholds, detailed below, are used as an indication for when to seek public health advice if they are concerned: <ul style="list-style-type: none"> <li>○ a higher than previously experienced and/or rapidly increasing number of staff or pupil absences due to COVID-19 infection</li> <li>○ evidence of severe disease due to COVID-19, for example if a pupil, student, child or staff member is admitted to hospital due to COVID-19</li> <li>○ a cluster of cases where there are concerns about the health needs of vulnerable staff or students within the affected group</li> </ul> </li> <li>• In the event of the above, the school will: <ul style="list-style-type: none"> <li>○ contact the DfE who will escalate the issue to the local health protection team (UKHSA) where necessary and advise if any additional action is required, such as implementing elements of an outbreak management plan. DfE helpline ☎ 0800 046 8687 / select option 1.</li> <li>○ immediately consider: <ul style="list-style-type: none"> <li>- whether any (additional) activities could take place outdoors, including exercise, assemblies or classes</li> <li>- ways to improve ventilation indoors, where this would not significantly impact thermal comfort</li> </ul> </li> </ul> </li> </ul>		The Headteacher will make contact with the DfE and a decision will be made about any further action	Low

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	<ul style="list-style-type: none"> <li>- one-off enhanced cleaning focussing on touch points and any shared equipment</li> <li>- limiting non-essential visitors</li> </ul> asking staff to undertake routine LFD tests			
	<ul style="list-style-type: none"> <li>• School management are familiar with the DfE’s <a href="#">contingency framework</a> It describes the principles of managing local outbreaks of COVID-19 (including responding to variants of concern) in schools. Local authorities, directors of public health (DsPH) and PHE health protection teams (HPTs) can recommend measures described in the contingency framework in individual schools – or a small cluster of settings – as part of their outbreak management responsibilities.</li> </ul>		The school is familiar with the contingency framework	
	<ul style="list-style-type: none"> <li>• The school’s outbreak management plan considers the measures that may be necessary in school at the request of the organisations above.                             <ul style="list-style-type: none"> <li>○ Attendance restrictions: If some attendance restrictions are needed, all vulnerable children, children of critical workers, children in reception, year 1 and year 2 should still be allowed to attend. If, by exception, attendance is restricted further, vulnerable children and children of critical workers should still be allowed to attend.</li> <li>○ Reintroduction ‘bubbles’ for a temporary period, to reduce mixing between groups.</li> <li>○ Reintroduction of mandatory face coverings to be worn in communal areas by adults (unless exempt)</li> <li>○ Reintroduction of shielding (following a ministerial decision).</li> <li>○ Changes to:                                     <ul style="list-style-type: none"> <li>- Residential educational visits</li> <li>- Open days</li> <li>- Transition or taster days</li> <li>- Parental attendance in settings</li> <li>- Performances in settings</li> </ul> </li> </ul> </li> </ul>		The Headteacher will consider the measures needed	

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Individuals not accessing the vaccination programme	<ul style="list-style-type: none"> <li>Staff, parents, eligible pupils and other eligible individuals in households and are encouraged to access the vaccination programme. Posters are available here: <a href="https://coronavirusresources.phe.gov.uk/covid-19-vaccine/resources/">https://coronavirusresources.phe.gov.uk/covid-19-vaccine/resources/</a></li> </ul>	✓	Posters promoting the vaccine roll out are placed in the entrance hall, staff room, parent noticeboard and FSC	Low
	<ul style="list-style-type: none"> <li>The school has compiled a list of staff with their vaccination status according to <a href="#">ICO data protection requirements</a>. This may be recorded as: both doses and booster / both doses / single dose / neither dose / prefer not to say. This information may be used to identify <a href="#">individuals who may be at higher risk</a>.</li> </ul>	✓	The school has compiled a list and shared the percentages with the Govs	
Preventing persons who are at a higher risk of carrying the virus attending school	<ul style="list-style-type: none"> <li><b>Staff</b> are made aware of the current quarantine restrictions in their holiday arrangements if they visit countries outside the Common Travel Area (i.e. UK, the Crown Dependencies (Bailiwick of Jersey, Bailiwick of Guernsey and the Isle of Man) and Ireland), noting that quarantine may affect their ability to be available to return to the workplace and that country's status is subject to change at short notice.</li> </ul>	✓	TD emailed to staff on 2.03.2021 and reminded again in the summer term 2021	Low
	<ul style="list-style-type: none"> <li><b>Parents and carers</b> are made aware of the current quarantine restrictions if they return from countries outside the Common Travel Area (i.e. UK, the Crown Dependencies (Bailiwick of Jersey, Bailiwick of Guernsey and the Isle of Man) and Ireland), noting that quarantine may affect their ability to comply with statutory attendance and that country's status is subject to change at short notice.</li> </ul>	✓	Informed parents in letter on 10 <sup>th</sup> March 2021	
	<ul style="list-style-type: none"> <li>Reference:                             <ul style="list-style-type: none"> <li><a href="https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19">https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19</a></li> </ul> </li> </ul>	✓	Reference links go on website – 25/05/2021	
	<ul style="list-style-type: none"> <li>Any member of staff has stayed overnight in the household of, someone who has COVID-19, are advised to:                             <ul style="list-style-type: none"> <li>minimise contact with the person who has COVID-19</li> <li>work from home if they are able to do so</li> <li>avoid contact with anyone you know who is at higher risk of</li> </ul> </li> </ul>	✓		

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	becoming severely unwell if they are infected with COVID-19, especially those with a severely weakened immune system.			
Reducing the number of persons on site	<ul style="list-style-type: none"> <li>Management may continue to allow office staff and others who can work from home, to do so where they can work effectively and there is no detriment to the school.</li> </ul>	✓		Low
	<ul style="list-style-type: none"> <li>The school remains in dialogue with any proposed education professionals and contractors to explore whether they can undertake their work virtually where it is not detrimental to the process and outcome.</li> </ul>	✓		
	<ul style="list-style-type: none"> <li>The school may continue to encourage conversations with parent/carers are held on the telephone wherever possible. Face to face meetings may be held if necessary.</li> </ul>	✓	Shared with parents on a parent leaflet, leaflet uploaded to website.	
	<ul style="list-style-type: none"> <li>Meetings are held virtually rather than physically where there is no detrimental effect.</li> </ul>	✓	All Governors are now held face to face	
Performances	<ul style="list-style-type: none"> <li>The school will complete a risk assessment for any performance, taking into account the latest advice in the <a href="#">working safely during COVID-19 in the performing arts guidance</a>, which provides details of how to manage audiences as well as carry out performing arts safely. If planning an outdoor performance, the school also gives particular consideration to the <a href="#">guidance on delivering outdoor events</a>.</li> </ul>	✓		Low
Persons at higher risk of becoming seriously ill  * As at 14th December 2021, in this context, fully vaccinated means 2 vaccinations and 14 days have passed since your final dose of a COVID-19 vaccine.	<ul style="list-style-type: none"> <li><b>Higher Risk to Covid-19* Staff</b> <ul style="list-style-type: none"> <li>Risk assessments have been completed for all higher risk to covid staff who have been fully vaccinated.</li> <li>All CEV staff who have <b>not</b> been fully vaccinated* and those where the vaccination has limited effect should act on their advice from their medical practitioner and must be separated to unvaccinated persons (e.g. pupils) whilst in school.</li> </ul> </li> <li>* Note: The DfE and wider Government in their guidance now refer to: "People previously considered clinically extremely vulnerable from COVID-19" and that "In some circumstances, staff may</li> </ul>	✓	Headteacher emails all staff (January 2021) and provides personal phone number in case they wish to speak to her privately with any concerns RAs shared at the INSET day 22 <sup>nd</sup> May and again on 24 <sup>th</sup> July 2020 and reminded again during briefing 04/01/2021.  All staff previously identified have returned to work on site and are reminded to follow the guidance on social distancing	Low



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	<p>have received personal advice from their specialist or clinician on additional precautions to take and they should continue to follow that advice. Whilst individual risk assessments are not required, employers are expected to discuss any concerns that people previously considered CEV may have.”</p> <p><b>The Schools Health and Safety Team maintain that individual risk assessments must still be completed and reviewed as necessary. See also.</b></p> <ul style="list-style-type: none"> <li>• In some circumstances <b>pupils previously considered Clinically Extremely Vulnerable</b> may have received personal advice from their specialist or clinician on additional precautions to take. The school continues to follow that advice. <a href="#">See also.</a></li> <li>• The following measures are in place for <b>pregnant members of staff</b>:                             <ul style="list-style-type: none"> <li>○ Risk Assessment (Part 1) has been completed for all fully vaccinated pregnant members of staff up to 26 weeks.</li> <li>○ Risk assessment (Part 2) has been completed for pregnant members of staff over 26 weeks who have been fully vaccinated and non-fully vaccinated under 26 weeks.</li> <li>○ Pregnant staff over 26 weeks who have <b>not</b> been fully vaccinated should act on their advice from their medical practitioner and must be separated to unvaccinated persons (e.g. pupils) whilst in school.</li> </ul> </li> </ul>			
School Visits	<ul style="list-style-type: none"> <li>• <b>All visits</b> When considering booking a new visit, whether domestic or international they have adequate financial protection in place. Full and thorough risk assessments are undertaken in relation to all educational visits and ensure that any public health advice, such as hygiene and ventilation requirements, is included as part of that risk assessment. General guidance about educational visits is available and is supported by specialist advice from the Outdoor Education Advisory Panel (OEAP).</li> </ul>	✓	No external sports facilities are used until Summer term 2021.	Low

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	<ul style="list-style-type: none"> <li><b>International visits</b> The school is aware that the travel list (and broader international travel policy) is subject to change and green list countries may be moved into amber or red. The travel lists may change during a visit and you must comply with international travel legislation and should have contingency plans in place to account for these changes. The school speaks to either your visit provider, commercial insurance company, or the Risk Protection Arrangement (RPA) to assess the protection available. Independent advice on insurance cover and options can be sought from the British Insurance Brokers' Association (BIBA) or Association of British Insurers (ABI). Any school holding ATOL or ABTA refund credit notes may use these credit notes to rebook educational or international visits. The school refers to the <a href="#">Foreign, Commonwealth and Development Office travel advice</a>.</li> </ul>		No overnight or overseas educational visit to take place.	
Undertaking CPR	<ul style="list-style-type: none"> <li>The following information has been shared with school first aiders: <a href="#">Resuscitation Council UK Statement on COVID-19 in relation to CPR and resuscitation in first aid and community settings</a> <a href="http://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm">www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</a> The school has purchased devices such as CPR facemask / resuscitation shields.</li> </ul>	✓	Shared on INSET day 22 <sup>nd</sup> May, link emailed to all staff, first aiders to sign register and to confirm they have watched the video	Low
Persons becoming symptomatic whilst in school	<ul style="list-style-type: none"> <li>If anyone in the school becomes unwell with:                             <ul style="list-style-type: none"> <li>a new, continuous cough</li> <li><b>or</b> a high temperature</li> <li><b>or</b> has a loss of, or change in, their normal sense of taste or smell (anosmia)</li> </ul> </li> <li>they must: be sent home and advised to follow "<a href="#">COVID-19: people with COVID-19 and their contacts</a>"</li> </ul>	✓	Locations where pupils could be isolated:  Counselling room with window open for ventilation with a first aid staff member wearing PPE and keeping 2 metres apart.  If they need the bathroom they can use the disabled toilet. PT will be informed and both rooms to be deep cleaned.  Guidance emailed out to all staff re: staying at	Low



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			home – 13/07/2020 and 18/12/2020  Copies of the document in the main office and FSC office	
Managing positive cases (including Test and Trace)	<ul style="list-style-type: none"> <li>The school understands the purpose of the school’s own PCR home test kits, has decided who makes the decision to offer the kit when they have a stock and by what criteria. The school provides these PCR test kits to <b>symptomatic</b> individuals who are struggling to access a test.</li> </ul>	✓	Headteacher to decide who is to receive the schools own test kit	Low
Routine Lateral Flow Testing (LFT) – Staff  From 21 February, staff, and pupils in mainstream secondary schools will not be expected to continue taking part in regular asymptomatic testing.	<ul style="list-style-type: none"> <li>School management have decided whether or not to continue encouraging staff to complete routine LFT testing.</li> <li>School staff have been appointed a “COVID-19 Coordinator” who will be responsible for:                             <ul style="list-style-type: none"> <li>communicating with stakeholders</li> <li>ensuring staff are using the right instructions and that they sign for the test kits using the ‘test kit log’</li> <li>reporting incidents and carry out risk management</li> <li>storing and reporting any required data</li> <li>reordering tests when required</li> </ul>                             They have read and understood the resources from the Primary portal.                         </li> <li>The school has provided information to staff about the purpose and the process of the lateral flow testing including the recording of results. (See step 5 and model letter from the Govt. resources.)</li> <li>Persons are identified who wish to take part. This will include directly employed staff and non-directly employed peripatetic, catering and cleaning colleagues. Participants may join or leave the arrangement at any time.  The two test days have been decided (3-4 days apart). (It is recommended that one of these test days is Monday.)</li> <li>Staff are reminded that:</li> </ul>		Staff will decide if they wish to continue to do routine LFT  RG appointed Covid Co-ordinator Regular reminders to staff on the weekly rota emailed to all staff. Staff given training in February 2021 and informed regularly who to inform if they have a positive test. Staff responsible for reporting test results to government website and for informing the office. All staff reminded about LFT via email – 02/01/2022  Government letter sent to all staff in February 2021. All staff encouraged to take part including kitchen staff, Sports leader, counsellor and music teachers, cleaning staff.  Test days – if you decide to continue testing: Sunday by 3pm and Wednesday by 5pm  Staff are reminded about test results in	Low

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	<ul style="list-style-type: none"> <li>○ A negative LFT does not eliminate the possibility of an infection. In particular it will not detect individuals who are recovering from having had the virus.</li> <li>○ A negative LFT does not allow the individual to pause compliance with covid rules within school and good hand hygiene outside the workplace.</li> <li>○ The testing programme does not replace current (PCR) testing policy for those with symptoms.</li> </ul> <ul style="list-style-type: none"> <li>● Appropriate action is taken in the event of:                             <ul style="list-style-type: none"> <li>○ A negative test result</li> <li>○ Two void test results</li> <li>○ A positive test result:                                     <ul style="list-style-type: none"> <li>– Asymptomatic: Follow self-isolation requirements</li> <li>– Symptomatic (one or more of the three symptoms): stay away from school. Follow <a href="#">this guidance</a>. Obtain a confirmatory PCR test.</li> </ul> </li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>● Necessary records of testing are kept.</li> </ul>		briefings, training and in the LFT literature	
			Staff are reminded about test results in briefings, training and in the LFT literature	
Hygiene – General	<ul style="list-style-type: none"> <li>● Correct handwashing and good hygiene are followed by staff, pupils, visitors and contractors. Pupils wash their hands at the designated times during the day and after certain activities:                             <ul style="list-style-type: none"> <li>○ On arrival at school</li> <li>○ After breaks and sport activities</li> <li>○ When they change rooms</li> <li>○ Early Years: after using wheeled bikes, trikes and other large, movable toys</li> <li>○ Before cooking and eating</li> <li>○ After sneezing or coughing</li> <li>○ After using the toilet</li> <li>○ Before leaving home</li> </ul> </li> </ul> <p>Note: Electric hand dryers may be used in schools</p>	✓	<p>Discussed on INSET days, in briefings and posters in all toilet blocks</p> <p>Teachers continually speaking with the children about good hand and respiratory hygiene and the ‘Catch it, kill it, bin it’ posters are displayed in all classrooms alongside the handwash posters</p> <p>Termly reminders to staff about good respiratory and hand hygiene.</p> <p>All staff informed about toilet seats to be closed when flushing the toilets.</p>	Low

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	<ul style="list-style-type: none"> <li>A process is in place for removing face coverings from pupils who use them when they arrive at school. Pupils are instructed 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.</li> </ul>	✓	Bins in classroom Doffing Leaflet placed in parent noticeboard Teachers to talk through process with individuals when needed	
	<ul style="list-style-type: none"> <li>Adequate soap / hand sanitizer and tissues are available for pupils and staff throughout the school and for visitors arriving at main reception. Soap and water is the preferred choice; hand sanitizer is used when the use of soap and water is not practical.  Identified children are supervised with their use of hand sanitiser use given risks around ingestion. Small children and pupils with complex needs should continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes are used as an alternative.</li> </ul>	✓	Hand sanitizer, tissues, soap and green paper towels are available for all staff and pupils Hand sanitiser is sited at the front entrance before entering the main school building and the FSC building Children and staff encouraged to use Soap and warm water before hand sanitizer Smaller children are supervised when washing hands	
	<ul style="list-style-type: none"> <li>Arrangements for dealing with bodily fluids are in place. The risk assessment has been completed and appropriate disposal procedures are in place.</li> </ul>	✓	Arrangements shared on INSET day in May  Guidance shared re: bodily fluids with all staff and guidance document given to PT and first aiders.  Bodily fluids RA in place and shared with staff on 24/07/2020	
	<ul style="list-style-type: none"> <li>The best choice of bins for used tissues is a lidded bin with a pedal as you will not need to physically touch the bin lid and the tissues will be safely stored.  Lidded swing top type bins will require the person disposing of the tissue to touch the lid, potentially contaminating it. Although that person disposing the tissue should wash their hands afterwards, the next person to use the bin who is disposing general waste may not wash their hands afterwards and potentially contaminate their hands. Therefore if these are used then they should be only for the</li> </ul>	✓	All green paper towel bins are pedal bins, they have the following stickers on them: This bin is for <b>GREEN HAND TOWELS ONLY</b> Please wash your hands after disposing of the used green hand towel  All staff have been informed about the pedal bins at the INSET day in May and July.	Low

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	<p>disposal of tissues and labelled as such perhaps with a reminder to wash their hands afterwards.</p> <p>Bins without lids shouldn't be used for tissues but can be used for general waste and/or paper towels used to dry hands after washing them.</p> <p>Site staff / cleaners wash their hands after emptying the bins.</p> <p>• Sufficient ongoing cleaning (for example, twice a day) is undertaken in areas occupied by staff and pupils.</p> <p>A list of touch points and surfaces that will receive regular cleaning has been created. These will include door handles, WC flush handles, WC vanity surfaces, taps, push plates, dining tables, door and gate entry systems, photocopier control panels, banisters, chairs, light switches.</p> <p>Frequently touched surfaces and touch points are cleaned using sanitizing chemicals.</p> <p>The frequency of necessary cleaning has been identified. More frequent cleaning is required of rooms / shared areas that are used by different groups.</p>	<p>✓</p>	<p>All staff have been informed that the bins must be doubled bagged.</p> <p>PT is informed about double bagging the bins</p> <p>Staff to continually remind the children about washing their hands after disposing of green hand towels</p> <p>General waste bins lids taken off</p> <p>All areas open</p>	<p>Low</p>
Hygiene – Classrooms	<p>• The contents of the classrooms and their ease of cleaning is considered.</p> <p>• Teaching staff may wish to continue to clean articles or areas within the classroom during the school day e.g. books after being touched by pupils, touch points within their class, e.g. in the event a pupil has dropped a used tissue on a table:</p> <p>It is safest that teaching staff use sanitising wipes for this purpose. If other cleaning chemicals are used then additional COSHH risk assessments, training and PPE may be required. These chemicals</p>	<p>✓</p> <p>✓</p>	<p>Sides cleared daily.</p> <p>Staff to make own decision about own classroom</p>	<p>Low</p>

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	should be purchased in the dilution ready for use, kept in the original bottles and stored securely within the classroom.			
PPE ( <a href="#">Reference</a> )	<ul style="list-style-type: none"> <li>Adequate necessary Personal Protective Equipment (PPE) is available for cleaning tasks, personal care, first aid and certain medical procedures.</li> </ul>	✓	Adequate supplies of PPE are on site and regularly checked by NN. Cleaning materials for shared areas are kept in the SBM room.	Low
	<ul style="list-style-type: none"> <li>Training and instruction have been provided for the putting on, removing and disposal of PPE.</li> </ul>	✓	Poster in the first aid stations Re; droning and doffing PPE	
	<ul style="list-style-type: none"> <li>Risk assessments in place for medical procedures have been reviewed in light of the pandemic (contact the medical professional who created or assisted with the creation of the risk assessment) and in particular noting whether any additional PPE is necessary.</li> </ul>	✓	N/A	
	<ul style="list-style-type: none"> <li>Aerosol generating procedures (AGPs): Within education settings these are only undertaken for a very small number of children with complex medical needs, such as those receiving tracheostomy care. Staff performing AGPs in these settings follow Public Health England's personal protective equipment (PPE) guidance on aerosol generating procedures, and wear the correct PPE which is:                             <ul style="list-style-type: none"> <li>a FFP2/3 respirator</li> <li>gloves</li> <li>a long-sleeved fluid repellent gown</li> <li>eye protection</li> </ul> </li> </ul>	✓	N/A	
Face coverings in school  From 27 <sup>th</sup> January 2022 and until further notice, face coverings are no longer recommended for use in schools.	<ul style="list-style-type: none"> <li>Face coverings may be worn in school by:                             <ul style="list-style-type: none"> <li>Staff as a personal preference <b>outside the classroom</b> where they are not a barrier to communication and proper hand hygiene is observed and they are disposed / cleaned on a regular basis. (Alternatively, school management may choose to <i>encourage</i> staff to wear them).</li> <li>Visitors in communal areas and in classrooms where they are not a barrier to any communication with pupils (if applicable) (School management may decide this is a mandatory</li> </ul> </li> </ul>	✓	If a staff member requests to wear a face mask in communal areas-this will be discussed with the HT.	Low

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	<p>requirement or simply encourage visitors to do this) Medical exemptions apply.</p> <ul style="list-style-type: none"> <li>Staff will now have access to face coverings due to their increasing use in wider society. Where staff or visitors are struggling to access a face covering, or where they are unable to use their face covering due to having forgotten it or it having become soiled or unsafe, a small contingency supply available to meet such needs.</li> </ul>			
Reducing number of touchpoints	<ul style="list-style-type: none"> <li>Touchpoints are reduced by propping open non-fire doors. Fire doors can only be held open throughout the school day with dedicated automatic closing devices.</li> </ul>	✓	<p>Shared on INSET day 22/05/2020 and updated on 24/07/2020</p> <p>Hand sanitizer on the exterior wall of the main entrance and FSC</p>	Low
	<ul style="list-style-type: none"> <li>Where touch screen signing in systems are used they are included within the touchpoint cleaning schedule.</li> </ul>	✓	<p>Visitors on site only when essential. Hand sanitiser instructed to be used before entering the foyer.</p>	
Parents and pupils travelling to school	<ul style="list-style-type: none"> <li>Families using public transport are referred to the safer travel guidance for passengers: <a href="https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers">https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</a></li> </ul>	✓	<p>Office staff inform parents/families when travelling on public transport</p>	Low
Organising the school day	<ul style="list-style-type: none"> <li>Drop-off and collection times may continue to be staggered but these should not reduce the amount of overall teaching time. Specific arrangements are determined where parents/carers have children in different year groups. The views of parents/carers is taken into consideration.</li> </ul>	✓	<p>School day extended from by 10 minutes in the morning to allow for staggered drop off/collections.</p>	Low
	<ul style="list-style-type: none"> <li>Parents/carers' drop-off and pick-up protocols that minimise adult to adult contact are in place. Parents/carers are instructed not to congregate in groups on, or directly outside the school premises.</li> </ul>	✓	<p>On the information leaflet shared with parents and on the website</p>	
	<ul style="list-style-type: none"> <li>The school has carefully considered the impact of any routine use of "bubbles" where the outbreak threshold <b>has not</b> been met, taking account of the detrimental impact they can have on the delivery of education.</li> </ul> <p>(Note: DfE guidance states for non-outbreak situations, "bubbles'</p>			



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	will not need to be used in schools. As well as enabling flexibility in curriculum delivery, this means that assemblies can resume and you no longer need to make alternative arrangements to avoid mixing at lunch.”)			
Foyer / Reception	<ul style="list-style-type: none"> <li>Existing reception screens are kept in the closed position wherever possible.</li> </ul>	✓	Office staff informed to keep the glass screen closed at all times	Low
Meeting rooms	<ul style="list-style-type: none"> <li>Remote working tools (Teams, Zoom, Meet) are used to avoid in-person meetings if practical.</li> </ul>	✓	Staff meetings via Zoom weekly Meetings with outside agencies take place remotely	Low
	<ul style="list-style-type: none"> <li>Hand sanitiser is provided in meeting rooms.</li> </ul>	✓	Hand sanitiser is provided in all rooms	
	<ul style="list-style-type: none"> <li>Meetings are held outdoors or in well-ventilated rooms whenever possible.</li> </ul>	✓	Staff are advised to use well ventilated rooms when holding a meeting and to use social distancing rules  <b>Staff meetings return to the staff room</b> Windows to be opened in all rooms as often as possible	
Curriculum: School Sport	<ul style="list-style-type: none"> <li>The school may work with external coaches, clubs and organisations for curricular and extra-curricular activities where satisfactory risk assessments have been received.</li> </ul>	✓		Low
	<ul style="list-style-type: none"> <li>Outdoor sports are prioritised where possible, and large indoor spaces used where it is not. The school only provides team sports on the list available at <a href="#">return to recreational team sport framework</a>.</li> </ul>	✓	Sports coach has planned outdoor activities or if wet.	
	<ul style="list-style-type: none"> <li>Scrupulous attention is paid towards cleaning and hygiene. This is particularly important in a sports setting because of the way in which people breathe during exercise. Sports equipment is thoroughly cleaned at regular intervals (or kept in quarantine for 72 hours)</li> </ul>	✓	Equipment on a rota and cleaned regularly.	

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	<ul style="list-style-type: none"> <li>Competitions between different schools: The school refers to guidance on grassroots sports for public and sport providers, safe provision and facilities, and guidance from Sport England, advice from organisations such as the Association for Physical Education and the Youth Sport Trust, guidance from Swim England on school swimming and water safety lessons and any LA guidance.</li> </ul>			
Curriculum: Music, dance and drama in school  (see also <a href="#">Performances</a> )	<ul style="list-style-type: none"> <li>Playing instruments and singing in groups take place outdoors wherever possible. If indoors, a room is used with as much space as possible, for example, larger rooms; rooms with high ceilings are expected to enable dilution of aerosol transmission. It is important to ensure good ventilation.</li> </ul>	✓		Low
Playground and school field	<ul style="list-style-type: none"> <li>The school makes use of outdoor spaces to support delivery of the curriculum – outdoor education can limit transmission.</li> </ul>	✓	Each class has a designated outdoor learning space to use daily and is encouraged to use to deliver lessons.	Low
Lack of air changes / ventilation	<ul style="list-style-type: none"> <li>Mechanical ventilation systems have been adjusted to increase the ventilation rate wherever possible, and checked to confirm that normal operation meets current guidance (if possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply). Further advice available <a href="#">here</a> (HSE) and <a href="#">here</a> (CIBSE).</li> </ul>	✓	Air con units have an exterior air supply  CO2 monitors in each classroom, Hall and staff rooms. Monitored by teachers/site manager. Windows/external doors opened regularly. Heating on full through winter	Low
	<ul style="list-style-type: none"> <li>Natural ventilation is used to help reduce the risk of spreading coronavirus:                             <ul style="list-style-type: none"> <li><b>Opening windows</b> (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><b>Opening internal doors</b> (note that this also has the benefit of reducing touch points).</li> </ul> </li> </ul>	✓	The patio doors and windows are open in each classroom daily if the weather permits  Internal doors if not a fire door are wedge opened.  External doors e.g. staff room are left open if the weather permits	

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	<ul style="list-style-type: none"> <li>○ <b>Opening external doors</b> where there are no security concerns and where it doesn't create uncomfortable drafts.</li> <li>● To balance the need for increased ventilation <b>while maintaining a comfortable temperature</b>, the following measures should also be used as appropriate:                             <ul style="list-style-type: none"> <li>○ <b>Opening high level windows</b> in preference to low level to reduce draughts</li> <li>○ <b>Increasing the ventilation while spaces are unoccupied</b> (e.g. before and after classes, during break and lunch)</li> <li>○ Providing flexibility to <b>allow additional, suitable indoor clothing</b>.</li> <li>○ <b>Rearranging furniture</b> where possible to avoid direct drafts.</li> </ul> </li> <li>● Heating is used as necessary to ensure comfort levels are maintained particularly in occupied spaces.</li> <li>● CO<sub>2</sub> monitors have been used to identify classrooms, indoor play areas, offices and meeting rooms with poor ventilation. Reasonably practicable measures are taken in rooms with recorded persistently high levels of CO<sub>2</sub> (noting the above requirement to ensure thermal comfort levels).</li> </ul>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>High level windows in toilets blocks are all opened daily</p> <p>Staff are reminded about opening windows during break times</p> <p>Fleeces are allowed in class during the winter period</p> <p>The heating is used to maintain a constant comfortable temperature</p> <p>Caretaker to monitor and let the SBM know if there are any areas that consistently have a high reading</p>	
Breakfast, after school and holiday clubs ( <a href="#">Reference</a> )	<ul style="list-style-type: none"> <li>● The school is working to resume all your before and after-school activities and wraparound childcare for pupils. See also sport, performances, and trips sections.</li> </ul>	<p>✓</p>	<p>All to resume from September 2021</p>	<p>Low</p>
<b>Operational issues</b>				
Availability of staff	<ul style="list-style-type: none"> <li>● The potential impact on staffing has been explored and contingency plans are in place when staff are absent due to covid or self-isolation (use of supply / re-deploying school staff).</li> <li>● Contingency plans have been explored in the event that key members of staff are unavailable to work e.g. they are self-isolating. These may include:</li> </ul>	<p>✓</p> <p>✓</p>	<p>Supply agencies to be used if necessary</p> <p>Trained Physical Intervention staff will be available for the start of the Autumn Term</p>	<p>Low</p>

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	<ul style="list-style-type: none"> <li>○ Staff involved and trained in personal care</li> <li>○ PI trained staff</li> <li>○ First Aiders / Paediatric First Aiders</li> <li>○ Site management</li> <li>○ DSL</li> </ul>			
<b>Personal Health and Safety Concerns (General)</b>				
SEND pupils	<ul style="list-style-type: none"> <li>• Individual pupil risk assessments are subject to regular reviews noting any behavioural changes with the pupil on site.</li> <li>Staff working with pupils who spit uncontrollably should wash their hands than other staff. Face shields are considered as a possible control measure (contact your Safety Adviser).</li> <li>Pupils who use saliva as a sensory stimulant or who struggle with hand hygiene may also need more opportunities to wash their hands.</li> </ul>	✓	RAs completed for these children	Low
Staff welfare and staff redeployment	<ul style="list-style-type: none"> <li>• Teaching assistants may be deployed to lead groups or cover lessons, under the direction and supervision of a qualified, or nominated, teacher</li> <li>• Any redeployments are not at the expense of supporting pupils with SEND.</li> </ul>	✓		Low
	<ul style="list-style-type: none"> <li>• Managers have discussed and agreed any changes to staff roles with individuals. Planning builds in the need to avoid increases in unnecessary and unmanageable workload burdens. This could include a review of existing practices in this respect and schools may wish to draw on DfE's <a href="#">workload reduction toolkit</a>.</li> <li>DfE has also published a range of resources, including <a href="#">case studies to support remote education</a> and help address staff workload, this includes case studies on managing wellbeing.</li> <li>Where staff have been temporarily redeployed to different roles, they have the appropriate skills, expertise and experience to carry out the work.</li> </ul>	✓	INSET days for planning provided	
Pupil welfare and	<ul style="list-style-type: none"> <li>• Where pupils, parents and households are reluctant or anxious</li> </ul>	✓	Headteacher has made phone calls to all	Low

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mental health support ( <a href="#">Reference</a> )	about attending school their concerns are discussed and reassurance provided on the measures you are putting in place to reduce any risks. Pupils may include those who: <ul style="list-style-type: none"> <li>○ are concerned about the possible increased risks from coronavirus</li> </ul> Ref: <a href="#">Wellbeing for Education Return</a> programme		families with concerns. Class teachers ring children weekly. DSL complete home visits if concerns.	
	<ul style="list-style-type: none"> <li>● Pastoral support is offered to pupils who are:                             <ul style="list-style-type: none"> <li>○ away from school</li> <li>○ shielding</li> <li>○ vulnerable</li> </ul> </li> </ul>	✓	Counsellors attending school weekly Learning Mentor in school daily	
<b>Other Issues</b>				
Remote Education	<ul style="list-style-type: none"> <li>● Remote education plans are in place for individuals or groups of self-isolating pupils, pupils they face challenges in returning from abroad or because they are complying with clinical or public health advice. Pupils have access to remote education as soon as reasonably practicable, which may be the next school day. The remote education provided is equivalent in length to the core teaching pupils would receive in school.</li> </ul>	✓	Home learning packs to be delivered to homes  Remote learning set up using Purple Mash	Low
	<ul style="list-style-type: none"> <li>● Systems are in place for checking, daily, whether pupils are engaging with their work, and work with families to rapidly identify effective solutions where engagement is a concern A named senior leader with overarching responsibility for the quality and delivery of remote education, including that provision meets expectations for remote education is appointed.</li> </ul>		Remote Education Lead: R Cobbe	
	<ul style="list-style-type: none"> <li>● The school has published information about their remote provision on their website. An <a href="#">optional template</a> is available to support this legal requirement.</li> </ul>			
Education Recovery ( <a href="#">Reference</a> )	<ul style="list-style-type: none"> <li>● The school access programmes and activities to support pupils to make up education missed as a result of the pandemic.</li> </ul>			
Safeguarding	<ul style="list-style-type: none"> <li>● DSL or a deputy always available during school hours for staff.</li> </ul>	✓	DSL on site daily	

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	<p>(Note the potential for school leaders to self-isolate)</p> <ul style="list-style-type: none"> <li>• DSLs (and deputies) are provided with more time to help them provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children’s social care and other agencies where these are appropriate, and agencies and services should prepare to work together to actively look for signs of harm.</li> <li>• If a vulnerable pupil is required to self-isolate, the school:                             <ul style="list-style-type: none"> <li>○ notifies their social worker (if they have one)</li> <li>○ agrees with the social worker the best way to maintain contact and offer support</li> <li>○ checks if a vulnerable pupil is able to access remote education support</li> <li>○ supports them to access it (as far as possible)</li> <li>○ regularly checks if they are accessing remote education</li> </ul> </li> </ul>	<p>✓</p> <p>✓</p>	<p>L Coull non class based</p> <p>L Coull liaises with Social care and implements actions required.</p>	<p>Low</p>
School Meals	<ul style="list-style-type: none"> <li>• The school continues to provide free school meal support to pupils who are eligible for benefits related free school meals and who are learning at home during term time.</li> </ul>	<p>✓</p>	<p>School is providing FSM to the children that qualify. Hot meals if on site and Eden vouchers for the children not attending</p>	<p>Low</p>
Reviews	<ul style="list-style-type: none"> <li>• Regular reviews are undertaken on the effectiveness of the control measures and plans and changes are made accordingly. The school follows any forthcoming instructions from the employer, government advice, and national or local directions from Public Health or UKHSA.</li> <li>• Updates are highlighted on the risk assessment and shared with staff.</li> </ul>	<p>✓</p> <p>✓</p>	<p>HT and SMB get daily Coronavirus updates NST inform schools of any changes</p> <p>All updates are highlighted and RA emailed to all staff</p>	<p>Low</p>



<b>Are there any other foreseeable hazards associated with Covid-19?</b>		<b>Yes</b> <input type="checkbox"/>
		<b>No</b> <input checked="" type="checkbox"/>
<b>Additional Hazards</b>	<b>List any additional control measures required</b>	<b>Residual Risk rating</b> High, medium, low

<b>ASSESSED BY (Print name)</b>  T Doolan (SBM) R Gittins (Headteacher)	<b>SIGNED</b>  T Doolan R Gittins	<b>DATE</b> 03/03/2022
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