

Area/Activity Assessed	Primary School Phase 3 Reopening – COVID-19	Responsible Person	Julie Simons Head Teacher
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Persons Exposed	Employees <input checked="" type="checkbox"/>	Contractor <input checked="" type="checkbox"/>	Young Person <input checked="" type="checkbox"/>	Expectant Mother <input type="checkbox"/>	Visitors and/or Public <input checked="" type="checkbox"/>	Trespassers <input type="checkbox"/>
Frequency of Exposure	Continually <input type="checkbox"/>	Hourly <input type="checkbox"/>	Daily <input checked="" type="checkbox"/>	Weekly <input type="checkbox"/>	Monthly <input type="checkbox"/>	Yearly <input type="checkbox"/>
Duration of Exposure	Less than 1hr <input type="checkbox"/>	1-2 hrs <input type="checkbox"/>	3-4 hrs <input type="checkbox"/>	5-6 hrs <input type="checkbox"/>	7-8 hrs <input type="checkbox"/>	More than 8 hrs <input checked="" type="checkbox"/>

Probability - (5=Very Likely, 4=Likely, 3= Quite Possible, 2= Possible, 1= Unlikely) Severity - (5=Catastrophic, 4=Major, 3=Moderate, 2=Minor, 1=Insignificant)	0-8 - Low risk No Action Required. 9-15 - Medium risk Ensure adequate controls are in use. 16-25 - High Risk Stop operation and implement adequate control measures
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This Risk Assessments was implemented on the 24th March 2020 by Compliance Education and checked by schools Head Teacher and SLT, and School Governors It will be reviewed on a regular basis and when there have been significate changers in government, public health and local authority guidance. The risk assessment highlights all control measures the school have put in place to ensure the school is COVID-Secure for all staff, pupils, visitors and contractors, See the school Plan for further information on how these control measure will be implemented.

Risk Assessment(s) Reviewed	Name of Reviewer	Date	Signature
Partial Reopening risk assessment implemented	Compliance Education	24 th March 2020	<i>Compliance</i>
School Reopening risk assessment Phase 1	Compliance Education	30 th April 2020	<i>Compliance</i>
School Reopening risk assessment Phase 2	Compliance Education	13 th May 2020	<i>Compliance</i>
School Reopening risk assessment Phase 3	Compliance Education	8 th July 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	7 th August 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	28 th August 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	7 th September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	10 th September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment no changers	Compliance Education	17 th September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment Changers made due to the introduction of UK and local restrictions	Compliance Education	23 rd September 2020	<i>Compliance</i>
Review of Phase 3 risk assessment Changers made due to the introduction of NHS Test and Trace App	Compliance Education	30 th September 2020	<i>Compliance</i>

Initial	Residual
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No	Hazard	Severity	Probability	Risk	Existing Control Measures	Severity	Probability	Risk	Additional Controls
1	School reopening after lockdown	4	3	12	<ul style="list-style-type: none"> Where necessary the building was deep cleaned before reopening. Completed 17th-28th August. All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19. Training delivered to all staff 1.9.20, Powerpoint shared, Health and Safety Book also distributed. Regular communication to provide updates, guides etc. shared via email. The Schools reopening plan has been created in line with current Government, Public Health, DfE & LEA guidelines and is reviewed on a regular basis. All updates shared with staff via email and verbally. <p>As part of the Governments guidelines</p> <ul style="list-style-type: none"> All staff and pupils will have access to coronavirus tests via the NHS website. Staff able to use provision at Hunter Street Testing Centre as directed by LEA (on line form available which has been shared with staff) Emergency test kits are also available in school should they be required.. Strict guidelines have been produced and will be implemented by the school as far as reasonably practicable. (The school reopening plan is complete – the school has followed the Reopening Plan Guidance document) 	4	2	8	
2	Coronavirus spread from one country to another	4	3	12	<ul style="list-style-type: none"> Current UK Government Travel guidelines will be followed. Where necessary the Head Teacher will instruct all pupils and staff who have travelled abroad to adhere to current government guidelines and “(Self-isolate for 14 days at a declared UK address”). 	4	1	4	
3	Staff and Pupils who have received medical advice regarding social distancing, shielding due to underling health condition or classed as a vulnerable person	4	4	16	<ul style="list-style-type: none"> The school has liaised with their staff and parents to ascertain which members of staff and pupils are at higher or moderate risk from coronavirus. We have completed vulnerable person risk assessments for staff. (See individual files) All staff provided information prior to opening via questionnaire. Where necessary the school has carried out Vulnerable Persons risk assessment, reviewed Educational Care Plans and conducted a Needs Assessment. Additional PPE is available for staff. 	4	2	8	

	because a member of their household is vulnerable, or they are from the BAME community.				<ul style="list-style-type: none"> • Staff and Parents will follow the advice given to them by their/or their child's General Practitioner. • Staff and Parents have a responsibility to keep their head teacher informed of any changes to their/or their child's condition or the advice given to them by their/or their child's General Practitioner. • The School has reviewed each individual case to ensure all necessary precautions are in place to protect each vulnerable person. Actions as a result of any individual case are in place. Additional PPE equipment is available for all members. • Temporary adjustments when necessary will be put in place. 				
4	<p>Staff and Pupils showing signs or confirmed of having Coronavirus</p> <p>Or a member of their household is suspected or confirmed with having Coronavirus</p> <p>Or contacted through the NHS Test and Trace</p>	4	2	8	<ul style="list-style-type: none"> • Staff and Pupils are instructed NOT to attend classes if they or a member of their household are displaying Coronavirus symptoms or they have received notification from the NHS Test and Trace to self-isolate as they have been in close contact with someone. This has been communicated to both staff and parents both verbally and in written form. Signage is also displayed externally. • Staff and Pupils are asked to follow the advice of the NHS/GP and should self-isolate for 10 to 14 days. • Upon instruction of the NHS/GP all persons and persons linked to a person showing signs of coronavirus may be tested. • Staff have a legal obligation to adhere to NHS Test and Trace self-isolation rules https://www.gov.uk/government/news/new-legal-duty-to-self-isolate-comes-into-force-today • All Staff and Parents have a responsibility to inform the school immediately of the result of the COVID-19 test (Negative/Positive) • A staffing plan is in place to ensure safe staffing levels are achievable, agreed established and monitored appropriate to group sizes/ pupil needs and the activities required. • Adjustments to cover across the school is in place to support staff whose job involves teaching within different bubbles. 	4	1	4	
5	Lack of control over	4	2	8	<ul style="list-style-type: none"> • During school hours No contractor or visitor will be allowed onto the school premises or into the school building without an appointment or permission from the Head Teacher. 	4	1	4	

	contractors/visitors coming onto site			<ul style="list-style-type: none"> All contractors and visitors are instructed to report to the Main school reception upon arrival. The school has its own 'track and trace system in place. All contractors and visitors will be instructed to adhere all social distancing school rules. All contractors and visitors are asked for verbal or written evidence to confirm that: <ol style="list-style-type: none"> I am at present not suffering from any symptoms or have tested positive for coronavirus within the last 14 days. No member of my household or support bubble are displaying symptoms or have tested positive for coronavirus within the last 14 days. I have not travelled abroad to any country outside of the 'travel corridor' with in the last 14 days. I have not been contacted by the NHS Test and Trace service within the last 14 days. The school reserves the right to deny access or request a person to leave the school premises if the person was deemed to be displaying coronavirus symptoms or being aggressive or abusive to school staff 				
6	Staff and Pupils displaying symptoms.	4	3	<p>Whilst on site.</p> <ul style="list-style-type: none"> The School will be notified immediately. Staff and Pupils displaying symptoms of Coronavirus will be sent home. .All remaining Staff and Pupils will be kept informed of the person's condition and asked to monitor their own health. If required a suspected coronavirus letter will be sent home with each pupil and parents/cares are asked to monitor the health of their child. Letter available and ready to be sent if/when required. Where necessary the infected person will be moved to a designated isolation room whilst they await medical assistance and/or arrangements are made for the person to be collected and taken home. Students will be placed in the isolation room (Deputy's office) until collected by parents Suitable PPE is available for First Aiders or staff providing care when a distance of 2 metres cannot be maintained. All classrooms have supplies of hand sanitiser, soap, paper 	4	2	8	

				<p>towels, wipes, classroom sink, gloves, aprons, masks, visors and digital thermometer.</p> <ul style="list-style-type: none"> • Staff and Pupils who have been in contact with the ill person will wash their hands thoroughly for 20 seconds. PPE used will be double bagged before disposal. • Up on instruction of the NHS/GP all persons showing signs of coronavirus will be tested. • All Staff and Pupils have a responsibility to inform the school immediately of the result of the COVID-19 test (Negative/Positive) • A staffing plan is in place to ensure safe staffing levels are achievable, agreed established and monitored appropriate to group sizes/ pupil needs and the activities required. (All staff returned to work in September) <p>Positive Result</p> <ul style="list-style-type: none"> • The Head Teacher Must report all positive cases of coronavirus immediately to the SPOC Team at Liverpool Education Authority using the MDF Form via email. There is also a 'spoc' contact number available. The DfE Helpline Team on 0800 046 8687 option 1 is also available. This Triage team will put you through to a team of advisers who will inform you of what action is needed based on the latest public health advice. • The Head Teacher will also notify Compliance Education and School Governors • Where necessary the Head Teacher will also notify Ofsted if a member of the Early Years staff or children test positive via Liverpool City Council. • Coronavirus Letter will be sent out to all Parents and Staff who have had contact with the ill person (This is provided by Liverpool Education Authority) The school will work closely with the Triage Team and/or Local Health Protection Team and follow their advice, even if this means sending large groups of staff and pupils ' home or the complete closure of the school. • Where possible classrooms are secured and left for 48 to 72 hours before a DEEP CLEAN is carried out. This will allow time for the virus to naturally die and will protect the cleaning staff. 				
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					<ul style="list-style-type: none"> Due to the demand and therefore the delay of coronavirus testing results, the school may arrange to have all areas, surfaces and equipment a symptomatic person has touched or may have touched thoroughly cleaned and disinfected. 				
7	Unable to social distance on public transport	4	3	12	<p>Dedicated school transport</p> <ul style="list-style-type: none"> The School minibus will not be used until further notice in order to minimise risk of infection. A letter was sent out to parents advising of this prior to opening. Staff and pupils are advised to practice social distancing Where possible pupils are grouped together on transport which reflects the POD or year group adopted by the school Hands are sanitised upon boarding and/or/disembarking The School vehicle is cleaned regularly. pupils are instructed to maintain an orderly queue and where possible seated in order of dismemberment. All pupils will wear a face covering if they are likely to come into contact with people outside their group/POD. <p>Public Transport</p> <ul style="list-style-type: none"> Staff and pupils are advised to practise social distancing All Staff and pupils will wear a face covering The school will endeavour to encourage staff and pupils to walk or cycle to school or will look at stagger start and finish times to ease the congestion on public transport. Letters sent out to all parents advising of how to practise social distancing and use of face masks when using public transport. <p>Car Sharing or Parents picking pupils up</p> <ul style="list-style-type: none"> All Staff and pupils 11yrs and over will wear a face covering if they are traveling with a person from another household. Parents are responsible for the safety of their own children; Parents will arrange all travel arrangements between themselves. <p>Cycling</p> <ul style="list-style-type: none"> The school has adequate/installed further bicycle security sheds/racks. <p>Training for removing face coverings</p> <ul style="list-style-type: none"> Where necessary the school will provide safe instruction to all Staff and pupils on the importance of wearing a face covering and how to put it on and remove safely. 	4	1	4	

8	Unable to social distance when administering first aid	5	2	10	<ul style="list-style-type: none"> • The school will ensure an adequate number of First Aiders (First Aid at Work, Emergency First Aid) are always available. The vast majority of teaching support staff are first aid trained, including paediatric. Plans in place for new members of staff to receive first aid training. • All bubbles have their own first aid equipment and record books for administering of first aid. • The school will ensure staff requalification dates have not lapsed. • The school will ensure all First Aiders receive refresher training to ensure they are: <ul style="list-style-type: none"> ▪ Aware of the risks to themselves and others when approaching a casualty and the risk of cross contamination. ▪ Aware of the importance to keep themselves safe (wear PPE, hand washing, CRP safety) etc. ▪ Aware of the importance to keep up to date with relevant First Aid Advice ▪ Aware of their own capabilities <p>https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/</p> <p>School to follow St. John’s ambulance website for refresher training – video.</p> <p>RIDDOR</p> <ul style="list-style-type: none"> • The school will work closely with the Local Health Protection Team and follow their advice • The school will contact Compliance Education/LEA immediately to report any confirmed Coronavirus cases or serious injuries as it may be necessary to file an HSE RIDDOR report. 	5	1	5
9	Unable to social distance during an emergency	5	2	10	<ul style="list-style-type: none"> • Fire Risk Assessment completed in accordance with the Regulatory Reform (Fire Safety) Order 2005. • All alarm and emergency lighting systems are maintained by appointed competent contractor. • The COVID-19 fire procedure is explained to all staff members before the school reopens to pupils. • Staff to ensure that each class is aware of how to evacuate safely. 	5	1	5

				<ul style="list-style-type: none"> Regular fire evacuation drills are practised termly as a minimum. All class (bubbles) will assemble in their usual individual assembly point. All staff members receive fire awareness training at regular intervals. Smoking is prohibited in the building in line with current legislation. All alcohol-based hand sanitiser is situated far away from naked flames. 					
10	Persons not following Social Distancing rules	4	3	12	<ul style="list-style-type: none"> Staff and pupils repeatedly disobeying the rules will be managed immediately. https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools The School will do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum. All staff and pupils are instructed in the importance of minimising contact and practising social distancing where possible. All staff have received training using power-point presentations and constant reminders both verbally and via email. Children to be briefed regularly via class teachers as appropriate. Posters displayed throughout the school as reminders. This includes etc: Following all temporary alterations to the school's routine and procedures that have been implemented by the Head Teacher and SLT to protect both the staff and pupils Staff and pupils are required to wash their hands for 20 seconds regularly throughout the day. Hand Sanitiser units are strategically placed around the building to supplement hand washing. Posters available as reminders across the school. Staff and pupils are instructed to wash their hands before and after using equipment and eating, on arrival and when leaving their POD/bubble. Hand sanitiser stations available at every entrance. Staff and pupils are encouraged to cover their mouth and nose with a tissue. 'catch it, bin it, kill it' Signage throughout the 	4	1	4	

					<p>school. Foot operated bins available in all classrooms and communal areas.</p> <ul style="list-style-type: none"> • Cleaning routines have been enhanced. A full time member of staff has been employed to support with cleaning throughout the school day prior to after school cleaning by cleaning company. A cleaning schedule is in place. • The school timetable has been adjusted to factor in the need to stagger access/egress, breaks, lunch etc in order to reduce movement around the building. • Where possible staff and pupils will refrain from having close face to face contact with another person. • Staff are instructed to socially distance at all times from pupils and other members of staff. • If classrooms do not allow for full social distancing – staff are advised to wear a visor to help reduce the risk of transmission. • Staff and pupils are discouraged from gathering in large close groups other than within their bubble (when necessary). • Staff and pupils are instructed to keep to the left-hand side of the corridor and stairs whilst walking around site. A one way system is in operation across the school. EYFS pupils do not use this system when returning from the toilets. • The Head Teacher reserves the right to agree to or ask staff and/or visitors to wear a face covering whilst in school where social distancing is not possible. 				
11	Lack of Social Distancing around site and in classrooms.	4	3	12	<p>The Head Teacher together with their SMT/SLT have put together a school plan which details all the new processes and procedures the school have put in place to ensure a COVID-Secure and Safe Environment for all staff, pupils and visitors.</p> <p>Outside the classroom:</p> <ul style="list-style-type: none"> • The school stagger starts and finish times. • The school stagger play times and lunch times. • The school will encourage parents as far as reasonably possible to refrain from gathering together outside the school gates. • Where possible pupils will access their POD's/Bubbles directly. • A robust system for dropping off and picking up of pupils has been implemented. 	4	1	4	

				<ul style="list-style-type: none"> • Bubbles/POD’s are kept apart, meaning that the school avoids large gatherings such as assemblies or collective worship with more than one Bubble/POD. • School meals are served in the hall on a Bubble/POD rota basis for years 1,2,4, and hot lunches only for year 3. All tables and chairs are cleaned before the next Bubble/POD is due. • Staggered lunch allows for 2 bubbles (same year group) to have lunch at the same time due to social distancing measures in place. • Nursery, Reception, Years 5 & 6 and Year 3 (packed lunches) have their lunch in their own classroom (bubble). Classrooms are cleaned after use. • School meals delivered to classroom bubbles consist of packed lunches and hot dinners which are delivered to each bubble/pod by the supervisor responsible for each bubble or a member of the kitchen staff. • Movement along corridors is kept to a minimum. A one-way system is in place. • The school has assessed and where possible have put measures in place which avoids pupils moving from one POD/Bubble to another and ensures where possible pupils do not need to move through another POD/Bubble to get to the toilet. • All outside areas have been assessed and where possible each Bubble/POD has been designated its own outside area, where this is not possible a bubble/pod rota has been put in place. • During playtimes/lunch times each class bubble has a designated area within one yard supervised by a member of each bubble. Entrance and exit from the yard is on a staggered basis. Bubbles have social distancing measures adhered to between them. <p>Within the Bubble/POD</p> <ul style="list-style-type: none"> • In order to reduce the risk of transmission all pupils are kept in consistent groups/POD’s/Bubbles • Pupils who are old enough, are seated at forward facing desks, laid out side by side. • Older pupils are encouraged to keep their distance. 			
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				<ul style="list-style-type: none"> • Teachers are situated at the front of the class in their own designated teaching zone, so that as far as reasonably practicable teachers can maintain a social distance (2 metres) When this is not possible staff are advised to wear a visor. • Teachers where possible will adapt teaching and caring styles to minimise face-to-face contact. • Teachers who operate across different class bubbles/pod's in order to facilitate the delivery of the school timetable are instructed on the importance of maintaining a distance between the children in each bubble and other staff. • Where social distancing cannot be maintained the risk is reduced by keeping children in class bubbles and staff are encouraged to avoid face-to-face contact. Visors are worn by staff when 2m distancing is unable to be maintained. • The ventilation in each room has been assessed, windows are to be open, classroom doors also remain open - with the exception of the EYFS - outside doors are to remain open instead. • Heaters to only be used when children and staff are not present within the classroom. • Rooms where ventilation is poor have been assessed separately and are only used to conduct short, small group invention sessions. • Each pupil is allocated their own pens, pencils etc. • All learning resources that are shared between Bubbles/PODs are cleaned or where possible placed in isolation for 48-72 hours before cleaned and used by another Bubble/POD • We have introduced a homework and reading book timetable that has taken into consideration the risk of cross contamination between home and school. All books and homework brought back into school for marking are placed in isolation for 48-82 hours before being marked by the teacher. • Marking homework will take place in school to reduce the risk of cross-contamination. On line platforms are also being utilised and encouraged for homework and remote learning. <p>Early Years Foundation Stage</p>			
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				<ul style="list-style-type: none"> • All soft furnishings, hard to clean equipment and excess furniture has been removed from the Bubble to enable the ease of cleaning and to provide more space to aid social distancing. • As we take children between 3 to 5yrs. The school ensures that at least one member of staff holds a current Paediatric First Aid certificate on occasions when this is not possible due to staffing issues the school will ensure that someone with a current First Aid at Work or Emergency Paediatric First Aider is in attendance. Paediatric first aid training has been planned for new members of support staff. • EYFS Staff to child ratios are adhered to and when necessary any new entrants (level 2 or 3) are counted as a member of staff even if the have not completed a Paediatric First Aider course. (EYFS have agreed to waiver this rule due to COVID) • All essential professionals such as social workers, speech and language therapists or counsellors, or professional EHC support workers only attend if they need to and visits are kept to a minimum. • All nonessential external providers that are not directly required for children’s health and wellbeing, have been suspended <p>Nappy or Pad Changing</p> <ul style="list-style-type: none"> • Parents/carers are requested to ensure their child has a clean new nappy/pad on when they arrive at school. This is to minimise the number of nappy/pad changers throughout the day. • Where possible staff are to stand side-on when changing nappies/pads and to wipe away from themselves. • Suitable personal protective equipment is available Disposable gloves, aprons and visors are available in all rooms. Fluid resistant type IIR surgical mask Only if you suspect the child may have coronavirus as you will be within the 2 metres social distancing rule. • Once used all PPE is disposed of together with the nappy. • Hands are washed before and after each nappy/pad change. • Handwashing facilities are available i.e. hot water, soap, hand sanitiser, paper towels etc. 			
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				<ul style="list-style-type: none"> • Pregnant staff or staff with a low immune system must take care and use the precautions available when dealing with bodily fluids • Where possible potty training should be implemented <p>Site Manager/Caretaker and Cleaners/Cleaning Contractors</p> <ul style="list-style-type: none"> • Ensure all predetermined routes are clearly sign posted/marked. • Protective screening is erect where required. Screening has been erected in the school kitchen. • All unnecessary furniture is removed and stored safety. • All internal ventilation symptoms are checked to ensure they comply with current guidance and are maintained. • The school will manage contractors to ensure all works carried out do not have an impact on the staff and pupils health. • The Caretaker/Cleaners will ensure that there are adequate supplies of tissues, soap, hot water, paper towels and that bins are emptied regularly. • The Caretaker will decommission water fountains. • The Caretaker/Cleaners will ensure alcohol (>60%) hand sanitiser/gel is made available to the whole school for more hygienic hand washing • The Infectious Control cleaning routine is implemented for both general daily cleaning and the deep cleaning of the school. • Rota's are implemented or adapted to ensure the school is cleaned and maintained regularly throughout the day. Extra member of staff has been employed to clean throughout the day. • School staff sanitise the toilet prior and after use. • Will check cleaning product, handwashing/drying, hand sanitizer and PPE stock levels are maintained. • Will ensure Material Safety Data Sheets (MSDS) and COSHH Risk Assessments are obtained for all cleaning products used. • Will ensure they use and dilute the cleaning products as per the product information sheet and/or the MSDS and COSHH risk assessment • Vending machines are wiped down regularly. <p>Catering Manager Department/Contractor</p>			
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				<p>https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19</p> <ul style="list-style-type: none"> • The school will ensure relevant staff have Food Hygiene Certificates or other training in Food Handling. • The catering staff will ensure all stored food that requires refrigeration, is covered and dated within a refrigerator, at a temperature of 5°C or below. • The catering staff will ensure food is bought from reputable sources and used by recommended date. • The Catering staff will ensure personal hygiene and handwashing is maintained. • The school cook will adjust the kitchen cleaning rota and routine to ensure the kitchen is cleaned thoroughly throughout the day. • The catering staff will clean and disinfect food storage and preparation areas. • The catering staff will ensure a clean uniform is worn each day. • The cook will ensure PPE is worn when preparing and serving food (gloves, hair net/hat, apron) • The Cook will review their menu to reduce the number of catering staff in the kitchen at any one time. • The Cook will plan their meals to reflect the equipment needed and its location. • The Cook will look at ways to protect staff whilst serving including the wearing of masks when social distancing cannot be maintained. • Screen have been erected where necessary – this has been installed in September. • Contactless payments have been organised for the future – training has been undertaken. This should be fully implemented by the end of November. <p>Library Department</p> <ul style="list-style-type: none"> • The School will keep abreast of all current guidelines in relation to library safety. The school library (in computer suite) will not be used until further notice. Each bubble will use their own class library. 				
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				<ul style="list-style-type: none"> • Schools have the flexibility to decide how physical education, sport and physical activity will be provided whilst following the measures in their system of controls • The majority of sports will be undertaken in the school yards. • Sports whose national governing bodies have developed guidance under the principles of the government’s guidance on team sport and been approved by the government are permitted. • Schools must only provide team sports on the list available at return to recreational team sport framework • Pupils are kept in consistent groups • Sports equipment is thoroughly cleaned between each use by different individual groups • Outdoor sports are prioritised where possible and large indoor spaces used where it is not. • Maximising distancing between pupils • Scrupulous attention to cleaning and hygiene - this is particularly important in a sport setting because of the way in which people breathe during exercise. <p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation</p> <p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf.</p> <p>Offices/Reception</p> <ul style="list-style-type: none"> • A staff rota is in place in order to maintain social distancing in offices. • Where possible staff are asked to work from home. • Where necessary temporary offices are created around the school and/or screens are erected. When 3 members of staff are present, one member of staff will use another room within the school. • Touch points on equipment will be wiped down regularly. <p>Reception Area</p>			
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				<ul style="list-style-type: none"> The reception desk is fully enclosed with a screen A protective screen has been installed to the reception desk. Only essential visitors and contractors are allowed on site and by appointment only. Visitors are discouraged from gathering in large groups. All unnecessary furniture in the reception area has been removed. Where possible staff will refrain from having close face to face contact with others Rooms are well ventilated <p>See School Plan for further details on how each department will manage and implement COVID safety measures.</p>				
12	Pupils mixing with other groups during Extra-curricular Provision	4	3	12	<ul style="list-style-type: none"> The school has assessed the need to resume breakfast and after-school provision. The school can offer breakfast/after-school provision from 8 am until 6 pm – currently only available to working parents. Pupils where possible will be placed in year group POD. A basic breakfast will be provided. Physical sports and activity groups will follow the same regulations as the PE curriculum <p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation</p>	4	1	4
13	Lack over control over external clubs hiring the school facilities	4	3	12	<ul style="list-style-type: none"> The school will only allow external clubs and organisations to use/hire their facilities when it is ready and feels the school, the club or organisation can maintain a COVID-safe environment. The school will ensure all necessary building and grounds comply with government, sports, and performing arts guidance (example ventilation, Swimming Pool water PH-7.0) Schools will carry out all necessary due-diligence to ensure the club or organisation hiring the facilities have all the necessary qualifications and have provided the school with sufficient information on how they will ensure all persons attending and your facilities will be kept COVID-safe. 	4	1	4

14	Arranging and/or attending inappropriate Educational Visits	4	3	12	<ul style="list-style-type: none"> • A COVID contract will be drawn up should the school decide to employ external agencies.. • Where necessary a Coronavirus QR code will be obtained via https://www.gov.uk/create-coronavirus-qr-poster and displayed 	4	1	4	
15	Unable to stop the virus from spreading Personal Hygiene	4	3	12	<p>Transmission</p> <ul style="list-style-type: none"> • The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs or sneezes. • This virus can be readily isolated from respiratory secretions. • There are two routes by which COVID-19 can be spread: directly from close contact with an infected person (within 2 metres) where respiratory secretions can enter the eyes, mouth, nose or airways - this risk increases the longer someone has close contact with an infected person who has symptoms. • Secondly, indirectly by touching a surface, object or the hand of an infected person that has been contaminated with respiratory secretions and then touching one's own mouth, nose, or eyes. <p>Handwashing</p>	4	1	4	

16	Unable to stop the virus from spreading General Cleaning	4	3	12	<ul style="list-style-type: none"> Handwashing is one of the most important ways of controlling the spread of infections, Regular hand washing regimes are actively encouraged and used throughout the day. The children in each bubble have an established routine of handwashing – including prior to and after lunch, on entrance to the school each morning and after each playtime. The recommended method is the use of liquid soap, warm water and paper towels. Hand sanitiser is also available. Always wash hands after using the toilet, before eating or handling food, and after handling animals. Kitchen staff to wash hands using soap and water. <p>Coughing and sneezing</p> <ul style="list-style-type: none"> Coughing and sneezing easily spread infections. Persons are encouraged to cover their mouth and nose with a tissue. Wash hands after using or disposing of tissues. Posters are available to encourage the ‘catch it, bin it, kill it’ regime. Pedal bins are available in each classroom and communal areas. Spitting should be discouraged. <p>Personal protective equipment (PPE).</p> <ul style="list-style-type: none"> PPE for cleaners as per MSDS and/or COSHH risk assessments PPE for cleaners when completing a Deep Clean The correct PPE should be used when handling cleaning chemicals. PPE is worn as per the cleaning chemicals COSHH risk assessment or MSDS. PPE is worn by First Aiders <p>Nappy or Pad Changing (PPE)</p> <ul style="list-style-type: none"> Disposable gloves Fluid resistant type IIR surgical mask Only if you suspect the child may have coronavirus as you will be within 2 metres social distancing rule 	4	1	4	
				<p>Cleaning of the environment,</p> <ul style="list-style-type: none"> The school is cleaned with normal household disinfectant. All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: Objects which are visibly contaminated with body fluids. 					

				<ul style="list-style-type: none"> All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings. Monitor cleaning contracts and ensure cleaners are appropriately trained with access to PPE <p>Cleaning of blood and body fluid spillages.</p> <ul style="list-style-type: none"> All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wear PPE). When spillages occur, clean using a product that combines both a detergent and a disinfectant. Use as per manufacturer's instructions and ensure it is effective against bacteria and viruses and suitable for use on the affected surface. Never use mops for cleaning up blood and body fluid spillages – use disposable paper towels and discard clinical waste as described below. A spillage kit should be available for blood spills. <p>Clinical waste.</p> <ul style="list-style-type: none"> Always segregate domestic and clinical waste, in accordance with local policy. Used nappies/pads, gloves, aprons and soiled dressings should be stored in correct clinical waste bags in foot-operated bins. All clinical waste must be removed by a registered waste contractor. All clinical waste bags should be less than two-thirds full and stored in a dedicated area. 					
17	Failure to Deep Clean the school after a member of staff or child is suspected of having coronavirus COVID-19	4	3	12	<p>Deep Cleaning.</p> <ul style="list-style-type: none"> The school is cleaned with normal household disinfectant after someone with the suspected coronavirus COVID-19 has left to reduce the risk of others being infected. Where possible the area is closed and secure for 48 to 72 hours before the commencement of the deep cleaning. Suitable personal protective equipment is available Fluid resistant type IIR surgical mask Disposable gloves and apron 	4	1	4	

				<p>Disposable eye protection (where there is a risk of splashing).</p> <ul style="list-style-type: none"> • Once used all PPE is disposed of • Hands are washed before and after cleaning for at least 20 seconds. • Handwashing facilities are available i.e. hot water, soap, hand sanitiser, paper towels etc. • Pregnant staff or staff with a low immune system must take care and use the precautions available when dealing with bodily fluids <p>Cleaning of the environment,</p> <ul style="list-style-type: none"> • Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids can be cleaned thoroughly as normal. • All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: • Objects which are visibly contaminated with body fluids • All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells. A continuous cleaning regime has been established. Areas of shared use have signage indicating when the areas have been cleaned/require cleaning. • Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, following one of the options below: • Use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine • A household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer’s instructions for dilution, application and contact times for all detergents and disinfectants • If an alternative disinfectant is used within the school, this should be checked and ensure that it is effective against enveloped viruses • Avoid creating splashes and spray when cleaning. • Any cloths and mop heads used must be disposed of and should be put into waste bags as outlined below. • When items cannot be cleaned using detergents or laundered, for example, 			
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				<ul style="list-style-type: none"> • Upholstered furniture and mattresses, steam cleaning should be used. • Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of. • If possible, keep an area closed off and secure for 72 hours. After this time the amount of virus contamination will have decreased substantially, and you can clean as normal with your usual products. <p>Clinical waste.</p> <ul style="list-style-type: none"> • Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues): • 1. Should be put in a plastic rubbish bag and tied when full. • 2. The plastic bag should then be placed in a second bin bag and tied. • 3. It should be put in a suitable and secure place and marked for storage until the individual's test results are known • Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours. • If the individual tests negative, this can be put in with the normal waste • If the individual tests positive, then store it for at least 72 hours and put in with the normal waste • If storage for at least 72 hours is not appropriate, arrange for collection as a Category B infectious waste either by your local waste collection authority if they currently collect your waste or otherwise by a specialist clinical waste contractor. They will supply you with orange clinical waste bags for you to place your bags into so the waste can be sent for appropriate treatment 				
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ACTION ARISING FROM RISK ASSESSMENT					
No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed
		Daily Monitoring of paper towels, soap, cleaning materials in place.	Caretakers	Commenced September 1 st – in place Daily	Daily

Useful Websites

Health and Safety Responsibilities	https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools
	https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm
	https://www.hse.gov.uk/services/education/faqs.htm#a1
Business Continuity Plan	https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings
Guidance for full opening – schools (published 2 nd July 2020)	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools
Current guidance on shielding	https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
Current guidance on Clinically vulnerable	https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people
Other nonmedical vulnerable people	https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes
Providing extra mental health support	https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers
	http://www.educationsupport.org.uk/
	https://www.eventbrite.co.uk/e/dfc-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380
Behaviour Expectations	https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools
Remote Education Support	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res
	https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources
	https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/

	https://edtech-demonstrator.lgfl.net/
	https://get-help-with-tech.education.gov.uk/about-bt-wifi
Coronavirus Symptoms	https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus
Stay at home guidance	https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance
Arranging a Test	https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested
Testing and Tracing	https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/
Contacting your Local Health Protection Team	https://www.gov.uk/guidance/contacts-phe-health-protection-teams
Guidance on staff wearing PPE	https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe
Site Manager/Caretaker	https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm
	https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown
	https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm
Cleaning	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings
Catering	https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19
Safer Travel	https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Educational Visits	https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings
	https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits
Extra-curricular provision	https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-

	during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak
Physical Education and Sports	https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation
	https://www.sportengland.org/how-we-can-help/coronavirus
	https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf
Science and Design Technology	http://www.cleapss.org.uk/
	https://www.ase.org.uk/resources/health-and-safety-resources
	https://www.data.org.uk/for-education/health-and-safety

Acknowledgement

The following members of staff have read this risk assessment.
Their signatures are confirmation that they have read and understood all of that which is within its contents.

Name	Signature	Date	Name	Signature	Date