



RISK ASSESSMENT FORM – INCREASING PUPIL NUMBERS IN WARRINGTON SCHOOLS

Taken from the government guidance – Guidance for the full opening of schools – Published 2nd July 2020

To prevent the spread of coronavirus, schools and other settings should use a range of protective measures to create safer environments in which the risk of spreading the virus is substantially reduced.

Approaches we are asking schools and other settings to take include:

- Ensure for schools that have been closed or partially closed that the required statutory testing of equipment and systems have been tested, and that a robust cleaning regime is in place before school opens.
- Ensuring staff and parents are kept up to date with all measures that the school are taking to protect against the risks from the coronavirus.
- Carrying out a risk assessment before opening to more children and young people - the assessment should directly address risks associated with coronavirus so that sensible measures can be put in place to minimise those risks for children, young people and staff
- Ensure during the planning stages and before school opens that the controls identified within the risk assessment are implemented.
- Making sure that children and young people do not attend if they or a member of their household has symptoms of coronavirus
- Promoting regular hand washing for 20 seconds with running water and soap or use of sanitiser and ensuring good respiratory hygiene by promoting the catch it, bin it, kill it approach
- Cleaning more frequently to get rid of the virus on frequently touched surfaces, such as door handles, handrails, tabletops, play equipment and toys



- Implement social distancing measures where possible, minimising contact through smaller classes or group sizes, and altering the environment as much as possible, such as changing the layout of classrooms.
- Reducing mixing between groups through timetable changes, such as staggered break times or by introducing staggered drop-off and collection times.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Information has also been used in the production of the risk assessment from the [Joint Trade Unions Planning guide for Primary Schools \(NEU/GMB/Unison/Unite\)](#).

It should be noted that the risk assessment below is a generic risk assessment for schools covering the risk posed by the Covid-19 Coronavirus. All of the following control measures should be considered / implemented to reduce the risk factor to a tolerable level. This risk assessment is not likely to cover all scenarios, tasks or work activities and so it is essential that Head Teachers and any relevant staff review the tasks and work activities for their School and add to this assessment detailing the relevant control measures required to manage any additional risks. Once you have completed your risk assessment the finding must be shared with all staff within the school. It is also recommended that the risk assessment be placed on the school website to ensure parents can also see the control measures being implemented within school to protect their child.



TRUST:	One Community Trust
SCHOOL:	Gorse Covert Primary School
HEADTEACHER:	Catherine Cooke
NAME OF ASSESSOR/S:	Catherine Cooke
CONTACT DETAILS:	TEL: 01925825070 EMAIL: gorsecoverthead@onecommunitytrust.co.uk

REF NO	TASK / WORK / OPERATION	DO HAZARDS EXIST?	WHAT ARE THE HAZARDS?
01	Routine and statutory testing, inspections, flushing and servicing of equipment and systems.	Y	Lack of maintenance or statutory testing of equipment within school resulting in poorly maintained systems or contaminated water system.
02	Communication and consultation	Y	Uncertainty from staff and parents of the arrangements in place for returning back to school and the measures in place to protect against the coronavirus.
03	Staffing Level	Y	Lack of staff available to teach or carry out required tasks in school.
04	Fire Wardens and First Aiders	Y	Lack of fire wardens or first aiders available to deal with emergency or accident.
05	Travelling to and from school	Y	Unable to maintain social distancing measures and mixing of pupils on home to school transport / public transport
06	Arrival and departure of school staff	Y	Mixing of staff and non-adherence to social distancing measures during the arrival to and departure from school
07	Drop off and collection of children	Y	Mixing of parents and carers / children and young people and non-adherence of social distancing measures during the drop



REF NO	TASK / WORK / OPERATION	DO HAZARDS EXIST?	WHAT ARE THE HAZARDS?
			off and collection times
08	Use of classroom space	Y	Unable to maintain social distancing measures in the classroom
09	Movement around the building	Y	Unable to maintain social distancing measures and mixing of pupils and staff whilst moving around the building
10	Use of shared equipment and resources	Y	Higher risk of contamination if pupils and staff use shared equipment and resources
11	Use of shared spaces	Y	Higher risk of contamination if pupils and staff use shared spaces
12	Use of outdoor spaces and equipment	Y	Higher risk of contamination if pupils and staff use shared outdoor spaces and equipment
13	Break / lunch times	Y	Mixing of pupils during break and lunch times and maintenance of social distancing measures
14	Provision of school meals	Y	Mixing of staff and pupils whilst providing school meals
15	Access to toilets and hand washing facilities	Y	Mixing of pupils/staff during visits to toilets and hand washing facilities
16	Physical education lessons and contact sports	Y	Unable to maintain social distancing measures during contact sport and physical education lessons
17	Supporting clinically vulnerable pupils and staff	Y	Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice
18	Managing symptomatic pupils and staff	Y	Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance
19	Managing visitors and temporary staff	Y	Visitors do not adhere to social distancing measures put in place
20	Delivery of inbound goods	Y	Ineffective infection control and increased risk of infection
21	Cleaning	Y	Ineffective infection control and increased risk of infection

RISK SCORING

 Each hazard should be scored using the matrix below. A risk rating score should be given in light of the **Existing Control Measures** and then this should be revised following the application of the Mitigation Action Taken.

 The risk rating score is based on the **Severity of the Risk x the Likelihood**.

SEVERITY OF RISK (S)		LIKELIHOOD (L)					L x S = RISK RATING SCORE (RR)	
		1. RARE	2. UNLIKELY	3. POSSIBLE	4. VERY LIKELY	5. ALMOST CERTAIN		
1	Insignificant	1	2	3	4	5	LOW (L) 1-8	NO FURTHER ACTION REQUIRED
2	Low	2	4	6	8	10	MEDIUM (M) 9-15	FURTHER CONTROL MEASURES REQUIRED AND IMPLEMENTED BEFORE PROCEEDING.
3	Tolerable	3	6	9	12	15	HIGH (H) 16-25	DO NOT PROCEED
4	Major	4	8	12	16	20		
5	Intolerable	5	10	15	20	25		

HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
Building and Systems not maintained prior to opening	<ul style="list-style-type: none"> Lack of statutory inspection, testing, servicing could lead to poorly maintained equipment, injury from faulty equipment or the risk of developing legionella through the lack of water hygiene management. 		x		Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted <ul style="list-style-type: none"> Flushing regime has continued when required. Legionella risk assessment completed and up-to-date Fire alarm still been tested No annual testing has been due during the lockdown period. School has been open since 15th June for groups of children so usual summer holiday routines will take place. 	2 x 4	L		2 x 2 = 4	L
Lack of communication with parents/carers and staff members	<ul style="list-style-type: none"> Parents/carers may feel anxious about their child returning back to school or may not want child back to school due to lack of information on the controls in place to manage the risk of Covid-19. Staff may feel anxious about returning to school due to lack of information provided or the expectation placed on staff on returning back into the workplace. 	x			Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted <ul style="list-style-type: none"> Letter sent to parents regarding the way we will be working and how we intend to keep the environment as safe as possible DfE guidance shared with 	2 x 3 = 6		<ul style="list-style-type: none"> Limit off site visits to outdoor venues or ones where we can have the place to ourselves. Parents and staff to be told about covid symptoms and the need to isolate for 14 days and 10 days if test is positive. Risk assessment to be shared on website. 	3 x 2 = 6	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					parents <ul style="list-style-type: none"> • Consultation with staff to answer any questions and discuss the plan • Plan shared with MDAs • Transition back to school documents shared with parents • Mental health resources shared with parents • Individual risk assessments for more vulnerable children • All staff have been back in school since 15th June. • A high proportion (80%) of children have also returned to school since lockdown. 					
Staffing levels	<ul style="list-style-type: none"> • Lack of staff available to teach or carry out required tasks in school 	x	x		Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted <ul style="list-style-type: none"> • All our staff are available to support groups and we have a number of TAs who are able to cover in some circumstances. 	2 x 3 = 6	L		2 x 3 = 6	L
Lack of Fire Wardens & First Aid Provision	<ul style="list-style-type: none"> • Unable to provide adequate first aid or able to supervise fire evacuation procedure. 	x	x	x	Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted <ul style="list-style-type: none"> • All staff have some basic first aid knowledge, including CPR • Several members of staff are qualified first aiders • One QFA in each department. • Fire drill planned for return to school 	2 x 4 = 8	L	<ul style="list-style-type: none"> • Staff are aware of how to use the Defib and know where it is kept 	2 x 4 = 8	L
Unable to maintain social distancing	<ul style="list-style-type: none"> • Direct transmission of COVID-19 virus from being in close proximity 	x	x	x	Include any measures currently in place, including those identified in	3 x 3 = 9	M	<ul style="list-style-type: none"> ✓ Advise children and young people to remain 2 meters 	3 x 2 = 6	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
measures and mixing of pupils on home to school transport / public transport	to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) <ul style="list-style-type: none"> Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 				the column 'mitigating action required' which the school has already adopted Many of our pupils are collected by parents in a car or walk. Advise parents to avoid public transport if possible. Arrival and departure procedures have been shared with parents.			apart on school transport where possible <ul style="list-style-type: none"> Advise children and young people to wash their hands for 20 seconds prior to getting on the bus and after getting off – if they do not have access to washing facilities advise them to use hand sanitizer 		
Mixing of staff and non-adherence to social distancing measures during the arrival to and departure from school	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted handwashing on arrival additional dispenser and sanitizer purchase containing high alcohol content. Use of different entrances and exits Department 'bubbles' New signing in procedures Forehead thermometers available for checking temperatures if required	3 x 4= 12	M		2 x 2= 4	L
Mixing of parents and carers / children and young people and non-adherence of social distancing measures during the drop off and collection times	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted New routine for drop off and collection which has been shared with parents. Parents arrive at one of 3 different times and have a designated area to wait. Children are brought out in alphabetical order to speed up collection.	4 x 4=16	M		4 x 3=8	M



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>Staggered times</p> <p>Staff present to supervise children</p> <p>Markings for where to line up</p> <p>Use of different entrances and exits</p> <p>Asking parents to adhere to times and not arrive early or late based on the staggered times that have been provided. Only one adult.</p> <p>Staggered start and finish times worked really well during the summer term and we believe they will work equally well in September.</p> <p>Handwashing on arrival.</p>					
<p>Unable to maintain social distancing measures in the classroom</p>	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 		x		<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>Use of 'bubbles'</p> <p>Staggered toilet and break times</p> <p>Use of school field as much as possible</p> <p>Sinks in all departments</p> <p>Hand sanitizer and tissues in all departments. Children reminded of 'catch it, bin it, kill it'.</p> <p>Additional staff available for SEND pupils</p> <p>PPE available if appropriate to the task in accordance with guidance, especially if child is suspected or symptomatic.</p>	2 x 4= 8	L	<ul style="list-style-type: none"> ✓ Try to eliminate face to face positioning where possible). ✓ Where social distancing cannot be implemented consider the provision of PPE (this must be appropriate for the task). If working in close contact with a pupil and carrying out an aerosol generating procedure an IIR2 mask should be used as a minimum. Information should be provided on the safe use and fit of PPE to ensure appropriate protection provided. ✓ Ensure good supply of gloves and cleaning products are available within each classroom. ✓ Open windows within classroom to enable ventilation (consider users within the room and only do 	2 x 4= 8	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>Shared equipment will be minimised and kept to the class bubble.</p> <p>Regular cleaning of any shared equipment.</p> <p>COSHH sheets available for cleaning products.</p> <p>Wherever possible, children will not sit face to face.</p>			<p>this if it safe to do so, consider individuals with any medical condition that may be affected, i.e. hay fever, allergies)</p>		
<p>Unable to maintain social distancing measures and mixing of pupils and staff whilst moving around the building</p>	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>Bubbles will remain in specific department and minimise any movement around school</p> <p>Staggered break times</p> <p>Different entrances and exits within the department bubbles</p> <p>Packed lunches to be eaten in classrooms</p> <p>As much PE as possible to be done outside rather than the hall</p> <p>First aid will be dealt with in each department</p> <p>Where there is some movement around school e.g use of Media Suite or Music room, there will only be one bubble using each day and will be cleaned before another bubble uses the same room.</p>	2 x 3 = 6	L	<p>Shared spaces are timetabled to just one department and will be cleaned at the end of the day.</p>	2 x 3 = 6	L
<p>Higher risk of contamination if</p>	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity 	x	x		<p>Include any measures currently in place, including those identified in</p>	3 x 4 = 12	M		3 x 2 = 6	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
pupils and staff use shared equipment and resources	<p>to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)</p> <ul style="list-style-type: none"> Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 				<p>the column 'mitigating action required' which the school has already adopted</p> <p>Bubbles will have their own equipment to use in the classroom. Sharing of equipment will be minimised as much as possible.</p> <p>Where possible, marking will be self-marking</p> <p>IT equipment will be allocated to a child where possible</p> <p>If any equipment does need to be shared it will be cleaned between use. Use Screen cleaning provided by cleaning colleagues.</p> <p>PE equipment will be allocated to classes according to their curriculum requirements.</p>					
Higher risk of contamination if pupils and staff use shared spaces	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>Staggered breaks</p> <p>Staggered lunch times in the hall</p> <p>Sharing of equipment to be minimised and cleaned after use</p> <p>Each department has their own breaktime facilities. The main staff room will only have up to 6 people in at any one time. Any shared equipment will be cleaned after use.</p> <p>Staff will remain in their department bubbles as much as</p>	3 x 3=9	M	3 x 3 =9	M	



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>possible.</p> <p>Registers, first aid incidents and signing for staff will be electronic in shared drives</p> <p>Communication between departments will be via telephone whenever possible.</p> <p>Shared spaces such as the Media Suite and Music Room will only be used by the same bubble in any one day or will be cleaned in between use.</p>					
Higher risk of contamination if pupils and staff use shared outdoor spaces and equipment	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>Staggered breaks</p> <p>Outdoor equipment will be allocated to departments.</p> <p>PE timetable will minimise the number of bubbles using the playground at any one time.</p> <p>Each bubble has their own part of the playground to prevent mixing.</p>	3 x 3=9	M		3 x 2=6	L
Mixing of pupils during break and lunch times and maintenance of social distancing measures	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>Staggered breaks</p> <p>Bubbles not mixed</p> <p>Designated areas of field and playground</p>	3 x 3=9	M	✓	3 x 2=6	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>Use of hall minimised and children have packed lunches in the classroom or outside</p> <p>Use of large school field whenever possible</p> <p>Staggered lunch times for hot dinners. Year groups kept separate and allocated tables. Tables cleaned between year groups.</p>					
Mixing of staff and pupils whilst providing school meals	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>packed lunches in classrooms</p> <p>staff remain with bubbles and within their department</p> <p>MDAs allocated to a bubble</p> <p>Catering staff to be their own bubble and remain physically distant where possible</p> <p>Employees have their own break facilities in their departments and bring in their own lunch or use catering services to provide their lunch. This minimises the number in the staff room. Shared equipment like kettles and microwaves are cleaned after each use. Staff have their own cups, plates and cutlery.</p>	3 x 3	M		2 x 2=4	L
Mixing of pupils/staff during visits to toilets and hand washing facilities	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) 	x	x		<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p>	4 x 4= 16	M		4 x 3=12	M



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
	<ul style="list-style-type: none"> Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 				Designated toilets for each bubble Toilet rota so prevent too many using at one Supervision of handwashing Staff to clean toilet flushes, seats and taps if there are some shared facilities. Handwashing routine established throughout the day Additional cleaning resources available from school cleaning resources. Groups of children using the facilities are supervised to avoid over-crowding and effective handwashing.					
Unable to maintain social distancing measures during contact sport and physical education lessons	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted No contact sports New games to be developed and taught to children that enable physical distancing. Only bubbles of children will be allowed to play together.	2 x 3=6	L	2 x 3=6	L	
Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted ✓ Children and young people (0 to 18 years of age) who have been <u>classed as clinically extremely vulnerable due to</u>	2 x 4 =8	L	2 x 4= 8	L	



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p><u>pre-existing medical conditions</u> have been advised to shield until the end of June and not attend school.</p> <p>✓ Clinically vulnerable children and staff who are at higher risk of severe illness (for example, people with some pre-existing conditions as set out in the <u>Staying at home and away from others (social distancing) guidance</u>) have been advised to take extra care in observing social distancing and should stay / work from home where possible.</p> <p>✓ If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, have been advised that they can attend their education or childcare setting.</p> <p>✓ If a child, young person or staff member lives in a household with someone who is extremely clinically vulnerable, as set out in the <u>COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance</u>, it is advised they only attend an education or childcare setting if stringent social distancing can be adhered to and, in the case of children, they are able to understand and follow those instructions.</p>					
<p>Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with</p>	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p>	3 x 4 = 12	M	<p>The headteacher will inform/liaise NHS test and trace if there is a confirmed case in the school.</p>	2 x 4 = 8	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
the guidance	<p>hand to body)</p> <ul style="list-style-type: none"> Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 				<p>Thermometers available for taking temperatures if someone is displaying symptoms</p> <p>Anyone displaying symptoms to be sent home and asked to get a test</p> <p>Nobody should return for at least 7 days unless tested negative</p> <p>Even negative tests can be wrong and if someone still has a fever they should remain at home for at least 48 hours after the fever and feel well</p> <p>Anyone displaying symptoms to be supervised in the PPA room (infants), music room (middles) or near reception (uppers).</p> <p>Face coverings, gloves, aprons are available for staff if 2m distance can't be maintained if child is ill.</p> <p>Deep cleaning of the room once the child has gone home</p>			Note put on the door of the room used to ensure that nobody else uses it until it has been deep cleaned.		
Visitors do not adhere to social distancing measures put in place	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted</p> <p>Email address set up for parents who need to contact school, monitored throughout the day</p> <p>Only necessary visitors to school</p> <p>Contact details taken for any visitors for any necessary contact tracing.</p>	2 x 2 =4	L		2 x 2 =4	L
Delivery of inbound good - ineffective	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity 	x	x		<p>Include any measures currently in place, including those identified in</p>	2 x 2 =4	L		2 x 2 =4	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
infection control and increased risk of infection	<p>to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)</p> <ul style="list-style-type: none"> Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 				<p>the column 'mitigating action required' which the school has already adopted</p> <p>Deliveries to be left in reception area or direct to kitchen if catering supplies and left for 72 hours if possible.</p> <p>Hand sanitizer available. Parents can send in their own sanitizer if children have allergies/sensitivities.</p> <p>No personal deliveries, only business deliveries</p> <p>Cleaning of delivery packages and left for 72 hours if possible.</p>					
Cleaning - ineffective infection control and increased risk of infection	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted:</p> <ul style="list-style-type: none"> ✓ Agreed schedule with the Cleaning Service ✓ Cleaning Services has adopted the <u>COVID-19: cleaning of non-healthcare settings guidance</u> <p>Additional cleaning equipment ordered from cleaning services, including Screen as advised.</p> <p>PPE ordered e.g gloves, aprons, face coverings. If working in close contact with a pupil and carrying out an aerosol generating procedure an IIR2 mask should be used as a minimum. Information should be provided on the safe use and fit of PPE to ensure appropriate protection provided.</p> <p>Enhanced cleaning regime in line with COSHH/MDSS</p>	2 x 3 =6	L	Ensure supplies are monitored daily to ensure adequate supply.	2 x 3=6	L



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					Windows and doors open where possible					
PPE	Lack of PPE when having to undertake a task where social distancing measures cannot be met.	x	x		<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted:</p> <p>We already have PPE available if required</p> <p>Monitor levels daily to ensure we don't run out</p>	3 x 4=12	M		3 x 3=9	M
Reporting of injuries, Diseases and Dangerous Occurrences to the HSE	Lack of reporting to the HSE any incident in work that has led to the possible exposure of covid-19	x	x	x	<p>Include any measures currently in place, including those identified in the column 'mitigating action required' which the school has already adopted:</p> <p>Use the LA reporting system</p> <p>Bought into LA H&S SLA</p> <p>H&S bulletins</p>	2 x 5= 10	M		2 x 5= 10	M
Transmission of virus through singing or projected voices	Direct transmission of Covid-19 through aerosol and droplets	x	x		<p>No whole school assemblies</p> <p>Teachers will ensure lessons do not involve raised voices due to loud music (considerations for music lessons)</p> <p>Only singing with small groups (no more than 15) and not face to face (preferably back to back)</p> <p>Avoid instruments that need to be blown.</p>	1 x 3=3			1 x 3 = 3	
Staff working across different bubbles	Transmission of Covid-19 across bubbles	x	x	x	<p>Staff members working across bubbles is limited to only where necessary e.g PPA cover and supply teachers.</p> <p>Where staff members do have to</p>	3 x 3=9			3 x 3=9	



HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					work across bubbles they will need to ensure they remain 2m away from staff and children whenever possible. They will remain in a specific department for the day and will not cross to a different department in the same day.					