

## All Saints CE First School

### Based On Staffordshire County Council General Risk Assessment Record Form (version 1.4)

This document is to be read alongside the 'Operational Management Plan'



1. **Section/Service/Team** All Saints CE First School
2. **Assessor(s)** HT/Governors/CEO of the ULT
3. **Description of Task/Activity/Area/Premises etc.** Delivering Education during the COVID-19 Pandemic from 8<sup>th</sup> March 2021

<p><b>What are the hazards?</b></p>	<p><b>Who might be harmed and how?</b></p>	<p><b>What are you already doing?</b> List the control measures already in place</p>	<p><b>What is the risk rating – H, M, L?</b> See section 5</p>	<p><b>What further action, if any, is necessary, if so what action is to be taken by whom and by when?</b></p>	<p><b>Action Completed</b> State the date completed and sign.</p>	<p><b>What is the risk rating now – H, M, L?</b> See Section 5</p>
-------------------------------------	--	--	--	--	---	--

<p>Exposure to COVID-19</p> <p>The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).</p>	<p>Everyone on site.</p> <p><b>General transmission</b> may occur: Through close contact between colleagues, pupils and visitors and touching contaminated surfaces.</p>	<ul style="list-style-type: none"> <li>• <u>Feeling Unwell</u>: anyone or has someone in their household who is unwell informed not to attend school.</li> <li>• <u>Testing</u>: available for staff, children and households.</li> <li>• <u>Social distancing</u>: to be maintained wherever possible between all adults on site and between pupil groups of at least 2m where possible.</li> <li>• <u>Code Word</u>: Staff to use 'bubble' if someone is closer than 2 metres.</li> <li>• <u>Stocks of Soap</u> refilled daily by Bubble staff.</li> <li>• <u>Hand sanitiser</u> available in Bubble, hall, offices and main entrance and corridors.</li> <li>• <u>Covid boxes</u> providing emergency PPE and cleaning materials in each room fully stocked.</li> <li>• <u>Cleaning of Surfaces</u>: frequently done especially where pupils touch. Additional cleaning at lunchtime.</li> <li>• <u>Disposable paper towels</u> available in classrooms.</li> <li>• <u>Bins</u> emptied at the end of the day by cleaners and double. Lidded pedal bins in place.</li> <li>• <u>Staff, parents and visitors</u> informed of the measures in place to reduce transmission.</li> <li>• Anyone developing COVID-19 symptoms during the school day is sent home and procedures followed to manage transmission risks.</li> <li>• Control measures in place for clinically vulnerable staff and pupils, new mothers and disabled staff.</li> <li>• Wellbeing support in place for staff and pupils.</li> <li>• Active engagement with NHS Test and Trace service when required.</li> <li>• Aware of LA Local Outbreak Control Plans.</li> <li>• Pupils grouped together in class 'bubbles' and avoiding contact between groups.</li> <li>• Social distancing maintained wherever possible between all adults on site.</li> <li>• Face coverings to be worn by all staff at all times whenever they leave their bubble.</li> <li>• Frequent handwashing promoted</li> </ul>	<p>M</p>	<ul style="list-style-type: none"> <li>• Individual risk assessments for staff at higher risk below will be completed separately.</li> <li>• Clinically Extremely Vulnerable to work from home where possible.</li> <li>• Review cleaning schedules – daily (extra clean at lunchtime) <del>and extra deep clean on Fridays</del></li> <li>• Staff to wear face masks when outside of their Bubble.</li> <li>• <del>Staff encouraged to wear face masks/shields whilst in their Bubble.</del></li> <li>• Encourage staff and parents to engage with Test and Trace process and inform them immediately of the results of a test</li> </ul>	<p>05/03/21</p> <p>√</p>	<p>M</p>
---	--	--	----------	--	--------------------------	----------

<p>Exposure to COVID-19</p> <p>The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).</p>	<p>Everyone on site.</p> <p><b>Site related transmission</b> may occur: Through close contact between colleagues, pupils and visitors and touching contaminated surfaces.</p>	<ul style="list-style-type: none"> <li>• <u>Circulation routes</u> – externally one way system</li> <li>• <u>Timetable</u> reviewed to reduce movement around the building.</li> <li>• <u>External Doors</u> - used during the school day.</li> <li>• <u>Internal doors</u> – all kept open during the day to aid good air circulation.</li> <li>• <u>Ventilation</u> - Windows and external doors – open where possible (not fire doors) or open for 5 mins every 20 minutes to keep air circulating.</li> <li>• <del><u>Classroom Re-organisation</u> – to maintain space between seats and forward facing desks.</del> Class 3 to be based in the hall and Pre-School in Class 3.</li> <li>• <u>Resources</u>- soft furnishing and those hard to clean removed from classrooms.</li> <li>• <u>Cleaning</u> - Bubbles at end of the day (extra cleaning at lunchtime to wipe down tables and chairs and necessary resources &amp; cleaners to focus on key touch points, toilets and floors each night.) Cleaning boxes provided in each Bubble</li> <li>• <del><u>Drop off and pick up</u> – arrangements and plans revised.</del></li> <li>• <u>Visitors</u> - limited access to building.</li> <li>• <u>Parents</u> - not to come into reception and call or email. Signage in place.</li> <li>• <u>Reception</u> - Only 1 person to use if necessary.</li> <li>• <u>Drop off/collection</u> – Only 1 parent on site for each child. Use only specified areas only.</li> <li>• <u>Fire Doors</u> – investigate automatic door closures.</li> <li>• <u>Ventilation</u> in the building maximised by opening windows and or doors for a minimum of 5 minutes in every 20.</li> </ul>	<p>M</p>	<ul style="list-style-type: none"> <li>• <u>Fire Risk Assessment</u> update to ensure pupil groups and social distancing maintained during fire drills. NOTE: in an emergency social distancing may not apply - ALL</li> <li>• <u>Access Points for Visitors</u> – main door only and kitchen door for catering deliveries.</li> <li>• <u>Visitors</u> Arrange times that visitors, suppliers, contractors, external partners are on site to minimise numbers on site at any one time and face masks to be worn when on site. – AK/LF/KC</li> <li>• <u>Visitor Log</u> – details of any visitors to site will be kept and saved for 21 days</li> <li>• <u>Contractors</u> – will supply a copy of their Risk Assessments – AK/LF</li> <li>• <u>Parents</u> Inform of arrangements for drop off and collection procedures to reduce adult to adult contact. Parents to wear face masks when bringing and collecting children.</li> </ul>	<p>05/03/21</p>	<p>M</p>
---	---	---	----------	---	-----------------	----------

What are the hazards?	Who might be harmed and how?	What are you already doing? List the control measures already in place	What is the risk rating – H, M, L? See section 5	What further action, if any, is necessary, if so what action is to be taken by whom and by when?	Action Completed State the date completed and sign.	What is the risk rating now – H, M, L? See Section 5
<p>Exposure to COVID-19</p> <p>The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).</p>	<p>Staff and pupils</p> <p>Transmission may occur during learning activities and <b>behaviour management.</b></p>	<ul style="list-style-type: none"> <li>• <u>All children</u> returning to school from Mon 8<sup>th</sup> March 2021</li> <li>• <u>All staff</u> including catering, cleaning, sport's coach and Commando Joe self-testing at home on twice per week using the provided Lateral Flow Tests. See separate RA.</li> <li>• <u>Class Bubbles</u> split into groups of no more than 25 pupils 4 bubbles include Pre-School, Early Year's, KS1 and KS2.</li> <li>• <u>Parents</u> made aware that they will be in contact with a small number of adults each day – AK.</li> <li>• <u>Class Bubbles</u> do not mix during the day and each use their own separate classroom and designated play area throughout the day.</li> <li>• <u>Outside space</u> to be used for education where possible.</li> <li>• <u>Stationary</u> no sharing. Other equipment sanitised and rotated after use.</li> <li>• <u>Practical lessons</u> – equipment cleaned after use and environment cleaned between groups.</li> <li>• <u>Behaviour Management</u> Where possible actions taken for will not involve touching a pupil.</li> <li>• <u>Operational Management Plan</u> See detailed for full list of adaptations.</li> <li>• <u>Handwashing</u> – staff and pupils to regularly wash hands for at least 20 seconds. On arrival, before snack, after playtime, before lunch and after outdoor play and before leaving.</li> </ul>	M	<ul style="list-style-type: none"> <li>• Staff report test results to AK and to PHE.</li> <li>• Review behaviour management plans and procedures – AK</li> <li>• Individual resources prepared - All</li> <li>• Ensure parent letter is clear on how groups will be managed for parents to understand the new arrangements in place - AK</li> </ul>	05/03/21	M

<p>Exposure to COVID-19</p> <p>The virus is spread in minute water droplets that are expelled from the body through sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).</p>	<p>Staff and pupils</p> <p>Transmission may occur through <b>sharing spaces and equipment.</b></p>	<ul style="list-style-type: none"> <li><del>• Breaks - staggered to limit numbers in corridors and circulation routes. Play areas split to avoid bubbles mixing.</del></li> <li><del>• Lunch times - staggered and staff to supervise the safe exit from the classroom to the playground. Lunches to be collected from the hallway and taken to classrooms individually and teaching staff/TA's to supervise. Eat lunch at own desk in their Bubble.</del></li> <li>• <u>Toilets</u> - used one at a time and in an allocated toilet for their Bubble. Touch points cleaned between individual Bubble usage. Toilet lids closed before flushing. Foot operated bins in use.</li> <li>• <u>Staff</u> – staff will remain 2m apart wherever possible and will not mix with staff in other Bubbles.</li> <li>• <u>Staff Meetings</u> – will return to face to face but socially distanced..</li> <li><del>• Staff rooms and offices - staggered use to reduce contact with colleagues.</del></li> <li>• <u>Staff Cups</u> – each staff member to use own cup; make their own drink &amp; to wash it up after use.</li> <li>• <u>Staff Drinks</u> – facilities in each Bubble to make drinks.</li> <li>• <u>Photocopier &amp; telephone</u> cleaned after each use by staff member</li> <li>• <u>Storerooms</u> and cupboards accessed by one person at a time.</li> <li>• <u>Outdoor play equipment</u> out of use.</li> <li><del>• Tasks organised so that the shared use and passing of work equipment is not necessary. Each child has own set of resources needed.</del></li> <li>• <u>Contractors:</u> catering and cleaning to provide copies of their risk assessment for managing exposure to COVID-19.</li> </ul>	<p>M</p>	<ul style="list-style-type: none"> <li>• Only 1 child per bubble allowed to go to their allocated toilet at any time, children to shout at entrance to ensure no one else in, TA to supervise – ALL Staff</li> <li>• Information sharing with contracted catering and cleaning services to reduce exposure to COVID-19 – AK</li> <li>• Catering &amp; cleaning risk assessment sourced - AK</li> </ul>		<p>M</p>
<p>Exposure to COVID-19</p> <p>The virus is spread in minute water droplets that are expelled from the body through</p>	<p>Staff and pupils.</p> <p>Transmission may occur when providing <b>personal or intimate care</b></p>	<ul style="list-style-type: none"> <li>• <u>Full PPE</u> is not required in schools except for <i>supporting children with covid 19 symptoms, intimate care or intimate first aid only</i></li> <li>• <u>Face Masks</u> staff will wear face masks when in communal areas and at school drop of and collection times when dealing with parents.</li> <li><del>• Face Masks – staff are encouraged to wear face masks while in the classroom.</del></li> </ul>	<p>M</p>	<ul style="list-style-type: none"> <li>• Staff providing personal or intimate care instructed on the safe “donning and doffing” of PPE.</li> <li>• Review personal care plans to assess PPE requirements based on</li> </ul>	<p>05/03/21</p> <p>√</p>	<p>M</p>

What are the hazards?	Who might be harmed and how?	What are you already doing? List the control measures already in place	What is the risk rating – H, M, L? See section 5	What further action, if any, is necessary, if so what action is to be taken by whom and by when?	Action Completed State the date completed and sign.	What is the risk rating now – H, M, L? See Section 5
sneezing, coughing, talking and breathing. The virus can be transferred to the hands and from there to surfaces. It can survive on surfaces for a period after transfer (depending on such things as the surface type, its moisture content and temperature).		<ul style="list-style-type: none"> <li>• Covid boxes in disabled toilet to contain full PPE (disposable gloves, disposable aprons, fluid resistant facemasks and visors)</li> <li>• <u>Hand washing</u> and clean down of areas after providing care.</li> </ul>		individual circumstances - AK <ul style="list-style-type: none"> <li>• Additional PPE to be collected from Burton Fire Station – AK</li> <li>• Face Masks provided for staff – AK/LF</li> </ul>	RA for LK – personal needs	
	Staff and casualty. Transmission may occur when providing <b>First Aid</b>	<ul style="list-style-type: none"> <li>• <u>Wash/sanitise hands</u> before and after treating a casualty.</li> <li>• <u>Wear</u> disposable gloves, disposable apron, fluid resistant surgical mask (Type IIR) and eye protection where there is a risk of respiratory droplets splashing into the eyes due to repeated coughing or vomit. Dispose of in clinical waste bags in yellow bin.</li> <li>• <u>CPR</u> phone an ambulance and use compression only CPR until the ambulance arrives.</li> </ul> If a decision is made to perform mouth-to-mouth ventilation, use a resuscitation face shield where available.	M	<ul style="list-style-type: none"> <li>• Review Assessment of First Aid Needs.</li> <li>• First aiders instructed on the safe “donning and doffing” of PPE.</li> <li>• Maintain stocks of PPE. Where this is not available contact Local Resilience Forum/LA.</li> </ul> PPE Exchange can be used to help with finding a supplier.  <a href="https://www.ppeexchange.co.uk/">https://www.ppeexchange.co.uk/</a>	05/03/21 √ √ √	

What are the hazards?	Who might be harmed and how?	What are you already doing? List the control measures already in place	What is the risk rating – H, M, L? See section 5	What further action, if any, is necessary, if so what action is to be taken by whom and by when?	Action Completed State the date completed and sign.	What is the risk rating now – H, M, L? See Section 5
<p>Resuscitation Council UK Statement: It is likely that a child having an out-of-hospital cardiac arrest will be known to you. We accept that doing rescue breaths will increase the risk of transmitting the COVID-19 virus, either to the rescuer or the child. However, this risk is small compared to the risk of taking no action as this will result in certain cardiac arrest and the death of the child.</p>						
	<p>Staff Transmission may occur when <b>supervising pupils taken ill</b> with symptoms of COVID-19 and need direct personal care until they return home.</p>	<ul style="list-style-type: none"> <li>• <u>Library</u> to become 'isolation covid room' for children showing symptoms and awaiting collection.</li> <li>• <u>Actions:</u> call home/dial 999 if serious                             <ul style="list-style-type: none"> <li>- open window</li> <li>- keep door closed</li> <li>- stay 2m away from child</li> <li>- use bathroom next door but clean down after</li> <li>- adult to wash hands</li> <li>- child to self-isolate for 7 days</li> <li>- family for 14 days</li> <li>- get tested</li> <li>- negative result return when symptoms have cleared</li> <li>- positive the 'bubble' to self-isolate for 14 days.</li> </ul> </li> <li>• <u>Full PPE</u> provided for supervising adult.</li> <li>• <u>Training</u> – all staff trained in donning and doffing PPE.</li> <li>• <u>Supervising staff</u> to maintain 2m social distance.</li> </ul>	<p>M</p>	<ul style="list-style-type: none"> <li>• Maintain stocks of PPE. Where this is not available contact Local Resilience Forum/LA - LF</li> <li>• Supervising adult instructed on the safe "donning and doffing" of PPE.</li> <li>• Consider using first aiders to supervise to reduce numbers of staff who need access to PPE - AK</li> </ul>	<p>√  √  √</p>	



What are the hazards?	Who might be harmed and how?	What are you already doing? List the control measures already in place	What is the risk rating – H, M, L? See section 5	What further action, if any, is necessary, if so what action is to be taken by whom and by when?	Action Completed State the date completed and sign.	What is the risk rating now – H, M, L? See Section 5
	Staff and pupil. Transmission may occur when staff <b>administer medicines or supervise pupils who self-administer.</b>	<ul style="list-style-type: none"> <li>• <u>NHS Test &amp; Trace</u>- anyone displaying symptoms must get a test. Households must self-isolate for 14 days unless test is negative.</li> <li>• <u>Positive Tests</u>- school to contact Local Health team who will carry out a rapid risk assessment. The team will work with the school to guide through the actions to be taken.</li> </ul>		<ul style="list-style-type: none"> <li>• Review medication plans to assess PPE requirements (if any) for staff administering medication - AK</li> </ul>		

<p>Positive Cases</p>	<p>Close contacts – staff and pupils.</p>	<p>✓ <u>Close contacts</u> - are anyone in contact with a confirmed case during the infectious period, in the following circumstances:</p> <p>a. <b>Household contact.</b></p> <p>b. <b>Direct contact:</b></p> <ul style="list-style-type: none"> <li>• Face to face contact within one metre for any duration;</li> <li>• Skin to skin contact;</li> <li>• Someone the case coughed on;</li> <li>• Any contact within one metre for more than one minute.</li> </ul> <p>c. <b>Proximity contact:</b></p> <ul style="list-style-type: none"> <li>• Within one to two metres on one or more occasions during a single day for a total duration of more than 15 minutes; or</li> <li>• Travelling in a car or other small vehicle or close to the case on a bus, train, plane.</li> </ul>	<p>M</p>	<ul style="list-style-type: none"> <li>• 10 day isolation if in contact with a positive case <b>unless double vaccinated.</b></li> <li>• If symptomatic – get tested</li> </ul>	<p>05/03/21</p>	
-----------------------	---	--	----------	---	-----------------	--

<p><b>Contingency Plans</b> to outline how we would operate should positive outbreaks of Covid-19 occur.  <b>Aim:</b> To ensure every child, pupil or student receives the quantity and quality of education and care to which they are normally entitled.</p>		<ul style="list-style-type: none"> <li>✓ <u>Safeguarding</u> – There will be no change to local multi-agency safeguarding arrangements. School will continue to adhere to local safeguarding policies and ensure a DSL/DDSL is on site or easily contactable at all times during the school day.</li> <li>✓ <u>Vulnerable children and young people</u> – Many of these children will be attending and on site. School to continue to follow up on any absences and make contact with all families at least once a week.</li> <li>✓ <u>Attendance</u> – Restrictions will only ever be considered as a last resort. If we are required to limit attendance:</li> <li>✓ We will provide high quality remote education for pupils not attending - individual pupils self-isolating to refer to the home learning section on the school website</li> <li>✓ Whole class bubble isolation – we will provide the daily email with the teacher video to families and outline the work to be completed each day as before in full lockdown. Teacher available by email between working hours and a weekly phone call home to all families.</li> <li>✓ If full Government lockdown we will prioritise school places to vulnerable children and young people and children of critical workers to attend for their normal timetables.</li> <li>✓ <u>Wrap around care</u> – If attendance restrictions are needed, After School Club will prioritise school places to vulnerable children and young people and children of critical workers on a first come first served basis.</li> <li>✓ <u>Education workforce</u> – If full Government lockdown the HT/SLT to determine which staff are required to attend on site and those that can work remotely.</li> <li>✓ <u>Free school meals</u> – School to continue to provide a FSM for any child attending school or offer a voucher/hamper for any child not in attendance</li> <li>✓ <u>Shielding</u> to be reintroduced for clinically extremely vulnerable staff should it be reintroduced by National Government.</li> <li>✓ <u>No residential visits</u> – year 3 &amp; year 4 have a Base Camp experience with Entrust staff on school site.</li> <li>✓ <u>No open days for new intake</u> – no new children as they are already in Pre-School or Nursery.</li> <li>✓ Whole school transition day - cancelled.</li> <li>✓ Year 4 transition to middle schools</li> </ul>	<p>M</p>		<p>29/06/21</p>	<p>L</p>
--	--	---	----------	--	-----------------	----------

<p><b>Contingency Plans</b> to outline how we would operate should positive outbreaks of Covid-19 occur. <b>Aim:</b> To ensure every child, pupil or student receives the quantity and quality of education and care to which they are normally entitled.</p>		<ul style="list-style-type: none"> <li>✓ Middle school staff to attend All Saints and meet new children outside.</li> <li>✓ All other transition activities to be remote.</li> </ul> <p>Only essential parent meetings such as child protection/agency meetings to be held on site and in rooms where social distancing take occur. Meetings</p> <p><b>ADDED 19<sup>th</sup> August 2021</b></p>	M			L
---	--	--	---	--	--	---

<p><b>SHIELDING</b></p> <p>Shielding is currently paused. In the event of a major outbreak that poses a significant risk to individuals on the shielded patient list (SPL), ministers can agree to reintroduce shielding. Shielding would be considered in addition to other measures to address the residual risk to people on the SPL, once the wider interventions are taken into account.</p>	<p>Clinically Vulnerable People</p>	<p><b>Actions</b></p> <ul style="list-style-type: none"> <li>✓ Shielding can only be reintroduced by national government.</li> </ul>		<p><b>Catering from September</b></p> <ul style="list-style-type: none"> <li>✓ Lunch times no longer staggered but each Class eats in their classroom and are served in turn.</li> <li>✓ Tables are all thoroughly cleaned before and after eating.</li> <li>✓ Fruit, salad and veg sticks will remain</li> </ul>		
---	-------------------------------------	--	--	---	--	--

<p><b><u>FACIAL COVERINGS/ SHIELDS</u></b>                  The government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. This includes public transport.</p> <p><b><u>TRACK AND TRACE</u></b></p> <p>As from 19<sup>th</sup> July 2021, Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing.</p>		<ul style="list-style-type: none"> <li>✓ Contacts from a school setting will only be traced by NHS Test and Trace where the positive case specifically identifies the individual as being a close contact.</li> <li>✓ From 16 August 2021, pupils will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case – they will be advised to take a PCR test.</li> <li>✓ If anyone in school develops <u>COVID-19 symptoms</u>, however mild, during the school day are sent home and procedures followed to manage transmission risks</li> <li>✓ Active engagement with NHS Test and Trace service.</li> </ul>		<p>served in individual pots.</p> <p>Inform staff that those who wish to wear a face covering may continue to do so.</p> <p><b><u>TRACK AND TRACE</u></b></p> <ul style="list-style-type: none"> <li>• Continue to follow local health protection team advice.</li> <li>• Continue to remind staff and parents to engage with Test and Trace process and inform school immediately of the results of a test.</li> </ul>		
--	--	--	--	---	--	--

		<p>✓ Aware of LA Local Outbreak Control Plans. Social distancing maintained wherever possible between all adults on site</p> <p><b><u>ASYMPTOMATIC TESTING</u></b></p> <p>✓ Testing remains important in reducing the risk of transmission of infection</p> <p>✓ Staff have been advised to undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed by the government.</p> <p>✓ We will retain a small asymptomatic testing site (ATS) on-site until further notice so we can offer testing to pupils who are unable to test themselves at home.</p> <p>Staff and pupils with a positive LFD test result should self-isolate in line with the <u>stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection</u>. They will also need to <u>get a free PCR test to check if they have COVID-19</u>.</p>		<ul style="list-style-type: none"> <li>• Continue to minimise the number of contacts between staff and pupils</li> <li>• Continue to have a role in working with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise the school to temporarily reintroduce some control measures.</li> <li>• Support in encouraging vaccine take up and enabling staff who are eligible for a vaccination to attend booked vaccine appointments.</li> </ul> <p><b><u>ASYMPTOMATIC TESTING</u></b></p> <ul style="list-style-type: none"> <li>➤ If necessary, in response to the latest epidemiological data, we are prepared to step measures up or down in future depending on local circumstances.</li> </ul>		
--	--	--	--	---	--	--

4. Tick (✓) if any of the identified hazards relate to any of the following specific themes:

Hazardous Substance	Manual Handling	Display Screen Equip	Fire	Work Equip / Machinery	Stress	Individual Person such as Young Person New/ Expectant Mother or Service User
			✓ Updated		✓	✓

If any are ticked a specific risk assessment form must be completed separately. For example a COSHH form must be completed if a hazardous substance is used.

### 5. Risk Rating

The risk rating is used to prioritise the action required. Deal with those hazards that are high risk first.

Risk Rating	Description	Action Priority
High	Where harm is certain or near certain to occur and/or major injury or ill-health could result	Urgent action
Medium	Where harm is possible to occur and/or serious injury could result e.g. off work for over 3 days	Medium priority
Low	Where harm is unlikely or seldom to occur and/or minor injury could result e.g. cuts, bruises, strain	No action or low priority action

### 6. Assessment

**Signature of Assessor(s):** Andrea Kenny

**Print Name:** Andrea Kenny (Headteacher)

**Signature of Line Manager:**

**Print Name:** Sarah Clarke (CEO)

**Date Assessed:** 04/01/2021

Re-assessed: 01/03/2021 & 29/06/21 & 19/08/2021

**Review Date:** August 2021

Next Review March 2022

### 7. Communication and Review



This risk assessment should be communicated to all employees and relevant persons who may come into contact with the hazards being assessed. The assessment must be reviewed annually or following a significant change, accident or violent incident.

### SUMMARY OF AMENDMENTS – 1<sup>ST</sup> MARCH 2021

#### General transmission:

- Pupils grouped together in class 'bubbles' and avoiding contact between groups – children to move to class bubbles Friday 5th March (72 hours for new bubble system and deep cleaned 5th March pm)
- Face coverings to be worn by all staff at all times whenever they leave their bubble. (Removal of 'Staff encouraged to wear face coverings in communal areas')
- Start and finish times reviewed to keep bubbles apart as they arrive and leave school –8.30/8.45/9.00 and 15.00/15.15/15.30

#### Site transmission:

- Investigate and fit automatic door closures on main thoroughfare fire doors – AK/LF

#### Behaviour:

- Consistent 'class bubbles' of pupils
- All staff to complete home testing using Lateral Flow Test twice per week.

### **23.6.21 (Updates to version 4.1)**

#### **General Transmission:**

- Removal of the need for yellow bags and now reads...Bins all replaced with foot operated lid.
- No external visits

#### **September 2021 plans (Page 11):**

- This section has been added to cover plans for the **staggering of new intake children** in September

**Contingency Plans (Page 12):**

- This section has been added to cover all aspects in the DfE Covid-19 **contingency** framework education and childcare document (June 2021)

**19/08/21 (Updated Last section)**

- Shielding, Face Coverings, Track & Trace and Testing updated.