



Kibworth CE Primary School

RE OPENING RISK ASSESSMENT



Activities Covered by this Assessment	Reopening of schools during COVID 19 (June 2020)		
Location	Kibworth CE Primary School	Organisation	DISCOVERY

Note: A person specific assessment must be carried out for young persons, disabled staff and new and expectant mothers if appropriate

This risk assessment is for guidance only and must be adapted to include any further hazards and subsequent control measures.
Once completed, please ensure final risk ratings are added.

Every setting should carry out a risk assessment before opening. The assessment should directly address risks associated with coronavirus (COVID-19), so that sensible measures can be put in place to control those risks for children and staff. As a trust we have worked collaboratively with heads in order to consult on health and safety matters relating to opening. SLT in turn consult with school colleagues, best placed to understand the risks in individual settings.

If a person becomes unwell during the day the school will refer to government guidance found [here](#).

Attendance: No one with symptoms should attend a setting for any reason. Eligible children – including priority groups - are strongly encouraged to attend their education setting, unless they are self-isolating, or considered to be [clinically extremely vulnerable](#). Children categorized as [clinically vulnerable](#) should follow individual medical advice). Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. Further guidance about self-isolating is found [here](#).

It is advised that schools carry out an inspection of the premises before opening and use the COVID Safe Schools – Phased Return to School Toolkit to record the findings.





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RE OPENING RISK ASSESSMENT



Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (--/--/--)	Done ?
Staff exiting cars in staff car park	Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff are encouraged to cycle or walk to work. Where practicable do not park next to another parking car Reverse parking only where practicable. Courtesy when alighting cars to maintain 2m distance from other people. Clear signage informing contractors and delivery drivers of car park opening times. Kitchen and Site staff to inform delivery drivers in advance 	M	L	L	No parental access to car park – Reiterate with Tiger Club parents PO to monitor situation and share concerns of inappropriate car park usage.	L	L	L	School	1 st June	YES
Visitors to site	Staff, pupils, parents/carers, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Visitors to site are restricted and only allowed where on line or telephone meetings are not appropriate Only visitors with prearranged appointments are allowed on site. Visitors are asked if they have any symptoms of COVID19 or have had contact with anyone who has symptoms of COVID19, before they arrive on site. 	M	L	M	<p>No meetings to take place in small spaces and all meetings will be socially distanced at 2m</p> <p>If visitors become unwell with COVID-19 symptoms whilst in school they will be asked to leave immediately and advised to follow the COVID-19:Guidance for households with possible infection guidance.</p>	M	L	L	School	1 st June	YES





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		<ul style="list-style-type: none"> Visitors asked to apply alcohol based hand gel at reception prior to washing hands within school. Visitors entering school made aware of the Social Distancing arrangements in place and instructed to follow. Clear signage directs pre arranged visitors to school reception 										
Social distancing not being carried out at drop off time.	<p>Staff, pupils, parents/carer, visitors and contractors.</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> Drop off times are staggered from 8:40am – 9:10am Arrangements for drop off are communicated to staff, pupils and parents/carer in advance through clear maps and video. Only one parent/carer attends the school. Access to site and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. Specific access routes to the pupils allocated classroom is available. One-way systems are used around the site where appropriate. Signage is installed 	H	M	M	<ul style="list-style-type: none"> Queuing systems will be marked on entrance and exit pathways will be in place where traffic is likely to be high. Families will be sorted alphabetically for drop off so family groups can arrive together to avoid congestion. Covid Marshall monitoring entrances at key times of day 	M	L	M	School	1 st June	YES





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		<ul style="list-style-type: none"> Parents / carers made aware that gathering outside school at drop off times is against Government guidance 										
Use of cloakroom/toilet areas	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils remain in their outdoor clothing until they are in their allocated cloakroom. Handwashing follows guidance for take into account the NHS guidance found on this link: Space out pegs so that coats/ bags aren't touching. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Teacher or member of staff to manage toilet usage and inform cleaning staff of any issues. (1 child at a time) (See cleaning hazard and controls). 	M	M	M	Nominated <i>COVID MARSHALL</i> to check cloakroom/toilet areas at intervals during the day. Allocated cloakroom areas with hook spacing for all Bubbles Regularly teach handwashing and toilet usage to all groups Every class group has nominated toilet	M	L	L	School	1 st June	
Social distancing not being carried out within the classroom.	Staff, pupils, visitors and contractors.	<ul style="list-style-type: none"> Arrangements for the day are communicated to staff, pupils and parents/carer. 	H	M	H	All bubbles Regularly teach social distancing rules and use constant reminders	M	M	H	School	1 st June	YES





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	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff and pupils remain in small groups.(Bubbles) Teachers (and other staff) are allocated to a Bubble and remain with their Bubble, as far as possible, during the day and throughout the whole week. The group distance themselves from other groups. Desks are placed as far apart as possible. Surplus chairs stacked and removed from circulation. Pupils are allocated a desk and are seated at the same desk each day. Pupils remain in the same classroom throughout the day. Classrooms are ventilated using natural ventilation (opening windows) or ventilation unit Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation. 				Classrooms are not having carpet spaces Monitor numbers and space within classes and split further if needed Ensure parents are aware that opening will be phased and social distancing checked before next year group comes in						





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		<ul style="list-style-type: none"> Pupils are encouraged not to touch their mouth, eyes and nose. Pupils informed that they must use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') 										
Sharing equipment	Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils should not share equipment where possible. Pupils given individual equipment, marked with their names/initials and forbidden from using other pupil's equipment. Teaching resources are discouraged/minimized and/or removed from the setting. All equipment/resources/ paper is organised for individuals before lessons start Soft toys and furnishings that are difficult to clean are removed from the classroom before the school reopens. Small, intricate items that are difficult to clean are removed from the classroom before the school reopens. 	H	L	M	<ul style="list-style-type: none"> All children given individual named filled pencil case, whiteboard, pen and learning spot Individual zipped wallets with paper for all children No equipment can enter school from home (except water bottles which need to be kept on individual pupils desks and lunchboxes which need to be stored in lockers or designated space) Any resources which cannot easily be cleaned should not be used. Resources should be limited and shared as little as possible 	M	L	M	School	1 st June	YES





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						<ul style="list-style-type: none"> Some resources, particularly those that are easy to clean could be shared providing children wash hands immediately afterwards and were actively discouraged by staff from touching their faces and effectively supervised Equipment should be cleaned following each individual use with a normal detergent followed by wiping down with an anti bac spray All equipment given a thorough clean at the end of the day with a disinfectant. 						
Social distancing not being carried out at break times	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Break times are staggered, and timings identified and communicated. Bubbles maintained and not mixed. Movement around school via designated routes Allocation of dedicated areas outside for each bubble and Year group. 	M	M	M	<ul style="list-style-type: none"> Staff observe Social Distancing during break times and minimise movement around school SLT monitor use of outdoor learning and play spaces, Staff to report any concerns 	M	M	M	School	1 st June	





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		<ul style="list-style-type: none"> Procedures identified when First Aid is required. Activities considered, and the range of equipment reduced to minimise risk. Equipment (LK guidance to be given to all staff including LSAs) Wet breaks take place in Bubble home learning area Only individual use of designated toilet allowed to ensure that social distancing is maintained as far as practicable Hand washing arrangements include use of nominated sink per bubble and provision of outdoor sinks in each playground area. All bubbles provided with hand sanitiser. Outdoor learning prioritised and timetabled alongside defined breaks for each Bubble 				<ul style="list-style-type: none"> Levels of supervision considered, and additional information given to supervisors. Arrangements for the cleaning of equipment carried out daily by sports staff and HLTAs All children to use toilet before and after outdoor learning sessions Pupils to wash hands at the beginning and end of breaks and before and after eating/drinking. 						
Social distancing not being carried out at lunch time	Staff, pupils, visitors and contractors <i>Reduced infection control which may</i>	<ul style="list-style-type: none"> Pupils to wash their hands before eating and encouraged not to touch their mouth, eyes and nose. Hand sanitiser available for children to use after eating if they are distanced from hand washing facilities. 	M	M	M	<ul style="list-style-type: none"> Catering provider (external provider or LTS) has own risk assessment which is shared with school. 	M	M	M	School	1 st June	YES





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	<i>result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils to consume lunch within their small groups maintaining social distancing. (on designated outdoor area or in Bubble Home in wet weather Communication with catering provider LTS Catering ensures hot grab bags or sandwich bags are produced in time for scheduled lunch breaks. Procedures for the serving of hot dinners/packed meal to maintain social distancing, including delivery system by Covid Marshall Procedures for receiving hot or cold packed meal : If packed lunch bought from home this will be stored at child's work place and child will take out to eating area and return to storage area when break completed. Where tables and chairs or benches used at lunchtime these will be sanitised by LSAs when children return to classroom. 				<ul style="list-style-type: none"> children taught process for queuing and getting their food. Children eat outside observing Social Distancing when weather and temperature allows. finished bags to be cleared and disposed of by children into black plastics sacks Younger children to be guided as appropriate Bubbles to eat together In inclement weather eating will take place inside Bubble homes Tables to be cleaned after use if Bubble Home being used Children to bring own drinks bottles, (Disposable cups to be used if forgotten. Office contact parents with s a reminder for the next day 						





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Social distancing not being carried out at pick up	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pick up times are staggered. Arrangements for pick up are communicated to staff, pupils and parents/carer in advance. Only one parent/carer attends the school. Egress to schools and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. One-way systems are used around the site. Signage is created and displayed Parents / carers made aware that gathering outside school at drop off times is against government guidance 	H	M	H	<ul style="list-style-type: none"> Queuing systems marked on entrance and exit pathways in high traffic areas. Staff ensure that children have all things home with them to alleviate need to return to classroom Families will be sorted alphabetically for pick up so family groups can arrive together to avoid congestion. School opens at the earlier Pick up time from 2:40pm – 3:10pm to avoid congestion. 	M	L	M	School	1 st June	YES
Outdoor play/PE	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Play equipment is cleaned and disinfected between each group of users or only used by 1 child Suitability of Activities undertaken will consider the need for social distancing and cross contamination of equipment (activities to be taken from LK list) 	M	M	M	<ul style="list-style-type: none"> Pupils to wear school uniform with shoes appropriate for PE throughout the day Bubbles to be taken and collected from their PE sessions by Bubble Leaders Teacher or member of staff to supervise toilet usage and 	M	L	L	School	1 st June	YES





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		<ul style="list-style-type: none"> Sports coaches ensure social distancing is in place. Only allow Bubble within an outside area any one time. Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation 				inform cleaning staff of any issues. (See cleaning hazard and controls). <ul style="list-style-type: none"> Child wash hands before and after each activity session 						
Carrying out 1 st aid	First Aider Person being treated by the first aider. (Carrying out 1 st aid may require the 2mtr social distancing rule to be broken) This activity requires the 2mtr social distancing rule to be broken. This could lead to either person involved in becoming infected	<ul style="list-style-type: none"> A first aider will NOT be treating a person who has the symptoms of COVID-19 as specified by the NHS and Government unless life threatening condition use St John's ambulance guidance If a child presents symptoms of COVID-19 they will be isolated in the medical room (3S annexe) away from people and parents called to collect them. If an adult presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parents and will be asked to go home and Social Distance as per Gov.uk guidance. 	H	M	M		H	L	M	School	1 st June	YES





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	<p>with COVID-19 through close contact with an asymptomatic carrier, transmitting the virus through bodily fluids or respiratory droplets entering the persons eyes, nose or mouth.</p> <p>The First aider may have an allergic reaction to latex gloves.</p>	<ul style="list-style-type: none"> Persons who have symptoms will isolate for 7 days and will not be in school. The first aider will wash their hands for at least 20 seconds with soap and water. Gloves will be worn to deliver first aid. Where possible Latex gloves will be avoided to remove the risk of allergic reaction. The first aider will cover any cuts on their hands with waterproof plasters. The first aider will avoid putting their fingers in their mouth and touching their face. The first aider will avoid touching any part of a dressing that will come in contact with a wound. The first aider will wear goggles to prevent bodily fluids being splashed into the eyes. After each first aid treatment is given all equipment and surfaces, including goggles used will be cleaned down using either a combined detergent 										





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		<p>disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the goggles will be rinsed with clean water after being disinfected.(stored in 3S annexe medical room)</p> <ul style="list-style-type: none"> After using the face masks, aprons and gloves will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin. where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation Face masks and gloves will only be used for 1 treatment of first aid they 										





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		will not be used to treat a second person requiring first aid. <ul style="list-style-type: none"> First aiders have been given information on how to correctly don and doff their PPE and PHE poster is displayed in the First Aid Room No food will be stored or eaten in the medical/first aid room. After first aid treatment is given and cleaning has been completed the first aider will wash their hands with soap and water for at least 20 seconds before commencing any further work. There is a dedicated room for first aid that will be used solely for first aid treatment to help prevent bodily fluids contaminating other parts of the building. 										
Intimate care	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> The staff member providing the intimate care will wash hands thoroughly before and after providing intimate care, using soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available. 	H	M	H		M	L	L	School	1 st June	YES





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		<ul style="list-style-type: none"> NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) will not be worn during this activity by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission. Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs will continue to receive their care in the same way, using the same PPE as they have always done for this task. This PPE will include: Gloves, Goggles, Apron, Mask. If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal 										





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		<p>care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if 2 meters social distancing cannot be maintained.</p> <ul style="list-style-type: none"> After using the face masks, aprons and gloves they will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin. If contact with the unwell child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. If PPE equipment is used up it is the responsibility of the user to inform the Office to ensure it is replaced and if necessary reordered 										





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Positive Handling		<ul style="list-style-type: none"> update all key pupil risk assessments and positive handling plans for those pupils due to attend school which have been signed and agreed with parents. Staff will take extra hygiene precautions in light of COVID-19, this includes adults handling children having a change of clothes within school and washing of exposed area (including pupil's arms, where they've been held) after de-escalation. PPE Goggle-type eye protection (see cleaning in First Aid section), Face mask, Disposable apron, protective gloves. to be available 	M	M	M	<ul style="list-style-type: none"> Staff to be trained in updated MAPA procedures Staff to be trained in safe procedures for wearing and removing PPE Bubble staff to be informed of children's triggers and signs to be vigilant for. Parents will be called to at earliest opportunity to collect if behaviour escalates and handling becomes a probable action. If parents do not arrive before the risk of harm to self/others becomes great, pupil will need to be handled as detailed in the PHP. Using PPE as appropriate 	M	L	L	School	1 st June	YES
Safeguarding	Staff, Pupils, visitors	<ul style="list-style-type: none"> Kibworth DSAT annex 1 covid 19 April 2020 policy. All staff have read and signed policy. HERE 	L	L	L	<ul style="list-style-type: none"> Danielle Marks leads coordination and liaison 	L	L	L	School	1 st June	YES





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		<ul style="list-style-type: none"> Vulnerable pupils and pupils with EHCPs continue to be offered places. Staff to be informed who daily lead DSL is Outside agencies are accessed where needed DSLs will do refresher training virtually through LCC safeguarding where needed. 				between vulnerable pupils, staff and outside agencies <ul style="list-style-type: none"> School safeguarding email address set up School safeguarding phone number Bounce Back programme All staff will read cpoms alerts daily and respond if needed 						
Social distancing not being carried out during the use of Staff facilities	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff areas for relaxation areas are social distanced and furniture is not rearranged. Break times are staggered to reduce numbers in the area. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Use of signs to inform of hand washing prior to entering/using facilities. Shared crockery and cutlery is removed and staff use the same equipment as require – staff provide own crockery and cutlery from home 	L	L	L	<ul style="list-style-type: none"> Numbers of concurrent users will be limited to ensure social distancing Additional areas are allocated when numbers impact on not being able to Social Distance. Staff to supply own drinks in flasks - staff must ensure lidded cups are used Staff are reminded to wash hands before and after using the staff room facilities. All staff responsible for taking home each day their own cups, rockery, cutlery 	L	L	L	school	1 st June	YES





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		<ul style="list-style-type: none"> Reusable sponges are removed Surfaces are wiped down between use and door handles cleaned 										
Social distancing not being carried out during Catering provision	Staff, LTS Catering/Catering Staff from external company, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Robust communication links with hot meal provider established. Meeting in preparation of re-opening to confirm operational controls Procedures established for mealtimes and information communicated to staff and pupils. Pupils' food allergy information is up to date Delivery arrangements in place for meals to maintain social distancing After service collection arrangements for containers (Communication with provider) Facilities to stagger service times to avoid congestion and contact Staffing required to extend service times Consider additional training that will be required by lunchtime supervisors and what additional protective equipment will be required. (Gloves/aprons) 	M	M	M		L	L	L			





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Assembly	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Whole school Collective Worship will take place via Teams using Bounce Back materials School daily prayer will be said in all classrooms 	L	L	L		L	L	L	School	1 st June	YES
Cleaning	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> A detailed cleaning schedule will be implemented throughout the school, ensuring that contact points, e.g. work surfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. Hard surfaces to be cleaned with soap and water prior to disinfecting. Disinfecting should be performed using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the google and visor will be rinsed with clean water after being disinfected. Extra attention is given to frequently touched areas and surfaces, e.g. 	H	M	H	<ul style="list-style-type: none"> Deep cleaning schedule available to support enhanced clean. Gov.uk guidance to be monitored to ensure the most up to date information is always available. 	H	L	M	School	1 st June	





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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (---/---/---)	Done ?
		doors, toilets, door handles, phones, light switches and door fobs, etc. <ul style="list-style-type: none"> Hand towels and hand wash are checked and replaced as needed by the Premises Officer and cleaning staff. Enhanced cleaning regimes in place for toilet facilities, particularly door handles, locks and the toilet flush, etc. Only cleaning products supplied by the school are used. Please refer to the school's COSHH risk assessments for further control measures in relation to cleaning chemicals used. PPE required for cleaning will be noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used. Bins for tissues are emptied throughout the day Bin liners should be used in all bins and waste bins should be emptied into the external waste bin/skip. 										





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			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (--/--/--)	Done ?
Carrying out daily building maintenance	Staff and pupils. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Only essential maintenance is carried out during school opening hours. Staff are informed of any maintenance being carried out in communal areas, toilets, etc., and the area is cordoned off. Social distancing is maintained throughout working procedures. 	L	L	L		L	L	L	School	1 st June	YES
Contractors working on site	Staff, pupils, parents/carers, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Only emergency contractors will be in school when it is open to children and adults and social distancing including classroom reorganisation will take place. Contracted work is carried out when the school is closed to staff and pupils. Any documentation required is sent/received prior to the contractor arriving on site. Safe systems of work/Risk assessment, which include COVID19 control measures, are received and agreed by the school before work commences. 	L	L	L		L	L	L	School	1 st June	YES
Emergency procedures	Staff, pupils, parents/carers,	<ul style="list-style-type: none"> Changes to emergency evacuation procedures are communicated to all 	M	M	M	Updated Information added to staff handbook	L	L	L	School	1 st June	YES





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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (---/---/---)	Done ?
	visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	persons on site i.e. changes of egress from building. <ul style="list-style-type: none"> Emergency evacuations take place following social distancing principles as far as is reasonably practicable. (In an emergency risk to life takes precedence). Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable. 										
Use of public transport/school taxis	Staff, pupils, parents/carers, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils are encouraged to walk to school. Staff coming to school by public transport need to seek alternative transport arrangements or rigorously follow government guidance. 	L	L	L	<ul style="list-style-type: none"> Cycles and scooters cannot be stored at school 	L	L	L	School	1 st June	YES
Whistleblowing	Staff, pupils, parents/carers, visitors and contractors.	<ul style="list-style-type: none"> Staff are aware of their responsibility to observe and report any lapse, or suspected lapse, in standards of Covid 	L	L	L		L	L	L	School	1 st June	YES





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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (---/---/---)	Done ?
	Reduced infection control which may result in spread of COVID19	19 infection control as identified in this RA and in the Reintegration Plan • If staff suspect something is not in line with government advice on control of infection of Covid 19 it must be reported straight away to the SLT or David Briggs or Paul Stone										

To add more rows to the risk assessment, place the cursor within the last row right click and select insert row below.

- **source:** <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- **Hand wash video** <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
- **Guidance for education and childcare settings on how to implement social distancing** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>
- **Guidance on infection prevention and control for COVID-19** <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>
- **Managing premises** <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider>





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- **Source NHS:** <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>
- **Coronavirus (COVID-19): implementing protective measures in education and childcare settings:** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>
- **COVID-19: cleaning in non-healthcare settings:** <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- **St. John Ambulance Covid-19: advice for first aiders:** <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- **Conducting a SEND risk assessment during the coronavirus outbreak:** <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- **HSE. Talking with your workers about preventing coronavirus:** <https://www.hse.gov.uk/news/assets/docs/talking-with-your-workers.pdf>

During this activity, what could go wrong resulting in an emergency situation?	<ol style="list-style-type: none">1. Child displays symptoms with CV192. Child from teaching group who has been sent home becomes confirmed case.3. Staff becoming ill and self-isolating.
How could this emergency situation be prevented / controlled?	<ol style="list-style-type: none">1. Isolate child until collected.2. All children in that teaching group to be sent home and told to self-isolate for 14 days.3. Follow self-isolating guidance, ensure that reporting of illness procedures well understood.
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	<ol style="list-style-type: none">1. Staff to supervise child until collected where 2m rule cannot be implemented PPE to be worn.



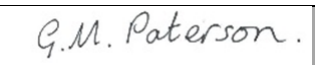



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	<p>2. Make staff aware of guidance in link below, develop guidance on internal monitoring of staff and pupils on self-isolation and student attendance recording.</p> <p>3. Follow guidance: https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings Consider reallocating staff or capacity of school to remain open. Consult Trust on closure and inform LEA.</p>
Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?	Additional pupil numbers in phase 2 and 3 – review procedures and social distancing, refer to any new government guidance.

Risk Assessor (s) Name(s):	Louise Barber	Risk Assessor(s) Signature (S):		
	Danielle Marks			
	Mick Beck			
Authorised By:	Gilly Paterson ,Paul Stone	Authoriser Signature:	 	Initial
Date Conducted:	2.6.20	Date of Next Review:	5.6.20	GP
		Date of Review:	12.6.20	GP
		Date of Review:		
		Date of Review:		
		Date of Review:		





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Potential Severity of Harm	High Death, paralysis, long term serious ill health.	Medium	High	High
	Medium An injury requiring further medical assistance or is a RIDDOR incident.	Low	Medium	High
	Low Minor injuries not resulting in any first aid or absence from work.	Low	Low	Medium
		Low The event is unlikely to happen.	Medium It is fairly likely to happen.	High It is likely to happen.
Likelihood of Harm Occurring				

Risk Rating Definitions





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Low	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
Medium	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
High	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a High , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.

