



<b>Activities Covered by this Assessment</b>	Covid-19 Schools Operational Risk Assessment
<b>School Location</b>	Kibworth CofE Primary School
<p>It is a legal requirement that schools review and update their risk assessments (building on the learning to date and the practices they have already developed), to consider the removal of restrictions and control measures in line with the roadmap out of the pandemic. Settings should also review and update their wider risk assessments and consider the need for relevant revised controls in respect of their conventional risk profile considering the implications of coronavirus (COVID-19). Schools should ensure that they implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level.</p> <p>Schools may wish to retain previous versions of risk assessments as the DfE have indicated that schools may be asked to reinstate controls in the event of a local outbreak. These reinstatements are envisaged to be of short duration but may mean that there are frequent changes required. All reinstatements should be on the advice of public health (PH) and schools should tailor any risk assessment reviews to PH advice.</p> <p>This risk assessment template is designed to address the Covid19 controls during the normal day to day operation of a school.</p> <p><b>Operational guidance. Please refer to:</b>  <a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance</a></p> <p>If due to staff absence it is necessary to merge classes, please ensure the fire occupancy of classrooms are not exceeded.</p> <p><b>Isolation and Contact Tracing:</b></p> <p>The school will follow the <a href="#">published guidance</a> for Isolation and Contract Tracing.</p>	



**From 1 April:**

The Government will remove the health and safety requirement for every employer to explicitly consider COVID-19 in their risk assessments. In alignment with current Government [“Living with Covid”](#) guidance, this risk assessment template will be archived on April 1<sup>st</sup>, 2022. No further updates of this risk assessment will be issued after April 1<sup>st</sup> 2022. Details relating to this matter can be found in paragraph 60 of the [“Living with Covid”](#) document.

**Adequate ventilation, cleaning, hand washing, and respiratory hygiene will continue to be observed in schools post 1st April 2022.**

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 ?
<b>Coming into contact with individuals who are unwell</b>	Staff, pupils, visitors and contractors. Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Staff, pupils, visitors and contractors do not come into the school if they have the main COVID19 symptoms.</li> <li>Anyone developing the main COVID19 symptoms is sent home.</li> <li>Persons who have the main symptoms or a positive test result will isolate for 5 days and can return to school following 2 negative lateral flow tests taken 24 hours apart. A LFT can be taken on day 5 and then another 24</li> </ul>	L	M	L	All Staff are expected to use their own personal judgement in adopting additional control measures to minimise their own exposure risks to Covid 19.	L	M	L	SLT	07/03/2022	Y



		<p>hours later to end the isolation period if they are both negative.</p> <p><b>NOTE:</b> Self isolation should not end if the person has a high temperature see this link:</p> <p><a href="https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts">https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts</a></p>										
<p><b>A pupil shows the main symptoms of COVID19 whilst in school</b></p>	<p>Staff, pupils, visitors and contractors.</p> <p>Reduced infection control which may result in spread of COVID19</p>	<ul style="list-style-type: none"> <li>• A pupil awaiting to be collected, is moved, if possible, to a room where they can be isolated behind a closed door (<i>depending on the age and needs of the pupil</i>) with appropriate adult supervision if required.</li> <li>• PPE is worn by staff caring for the pupil while they await collection if a distance of 2 metres cannot be maintained.</li> <li>• The area around the pupil with symptoms is cleaned and disinfected after they have left. (See cleaning hazard)</li> <li>• Everyone washes their hands thoroughly for 20 seconds with soap and running water or use</li> </ul>	L	M	L		L	M	L	SLT	07/03/2022	Y



		hand sanitiser after any contact with someone who is unwell.										
<b>Insufficient Cleaning</b>	Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>A detailed cleaning schedule will be implemented throughout the site, ensuring that contact points, e.g. worksurfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly.</li> <li>A record of each cleaning / disinfecting activity is recorded to include what has been cleaned, by who, when and how.</li> <li>Hard surfaces are cleaned with soap and water/standard detergent prior to disinfecting.</li> <li>Hard surfaces to be cleaned with soap and water prior to disinfecting.</li> <li>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 household detergent followed by a disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) the googles and visor will be rinsed with clean water after being disinfected.</li> </ul>	L	L	L	Consider increasing hours of cleaning staff/increasing the number of cleaning staff assist in enhancing the cleaning regime.	L	L	L	SLT	07/03/2022	Y



		<ul style="list-style-type: none"> <li>• Hand towels and hand wash are to be checked and replaced as needed by the Premises Officer and cleaning staff.</li> <li>• Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush, etc.</li> <li>• Only cleaning products supplied by the school are to be used. Staff are told not to bring cleaning products from home.</li> <li>• Please refer to the school's COSHH risk assessments for further control measures in relation to cleaning chemicals used.</li> <li>• PPE required for cleaning will be noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used.</li> <li>• Bin liners are used in all bins and bins are emptied into the external waste bin/skip regularly.</li> <li>• Lidded bins are in place</li> <li>• Random monitoring spot checks are made by the SLT to confirm cleaning activities are being completed. This will be formally documented on the cleaning record.</li> </ul>											
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		<ul style="list-style-type: none"> <li>Mop buckets are emptied after use and mops are hung to dry after use.</li> </ul>										
<p><b>Poor Ventilation / Lack of Ventilation</b></p> <p><b>Thermal Discomfort in colder months</b></p>	<p>Staff, pupils, visitors, contractors.</p> <p>Reduced infection control which may result in spread of COVID19.</p> <p>COVID-19 transmitting through mechanical ventilation ducts that link between rooms.</p>	<ul style="list-style-type: none"> <li>Mechanical ventilation in rooms will remain switched off as it moves air between rooms:</li> <li>Mechanical systems have been adjusted to provide full fresh air in rooms</li> <li>Mechanical ventilation systems have been adjusted to increase the ventilation rate in rooms or they have been put on extended or longer run hours:</li> <li>Recirculation units for heating and cooling that do not draw in a supply of fresh air can remain in operation as long as there is a supply of outdoor air. This could mean leaving windows and doors open.</li> <li>Natural ventilation is provided by opening windows. In cooler weather windows will be opened just enough to provide constant background ventilation.</li> </ul>	L	M	L	<p>Consider using CO2 monitors to check air quality in poorly ventilated rooms. When the monitor indicates open windows and doors till monitor returns to normal.</p> <p>See CO2 Monitoring Information and Guidance for further details.</p>	L	M	L	SLT	07/03/2022	Y



		<ul style="list-style-type: none"> <li>• Windows will be opened more fully during breaks to purge the air in the space.</li> <li>• Parents have been informed that the uniform policy has been relaxed to allow for pupils to wear warm clothing such as a jumper or jacket in colder months.</li> <li>• Advice to inform the control measures for mechanical ventilation systems has been sought from the school's/academy's HVAC engineer - Altiga</li> <li>• Natural ventilation is provided by opening external doors where this would not create a safeguarding and/or fire risk.</li> <li>• Furniture has been re-arranged where possible to avoid direct air streams. This may prove to be difficult where class sizes are large.</li> <li>• Heating will be used and adjusted as necessary in occupied spaces to</li> </ul>													
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		help to ensure thermal comfort levels are maintained.												
<b>Poor Hand Hygiene</b>	Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Pupils and staff to wash their hands with soap and water for at least 20 seconds on arrival at school, before eating and after breaks.</li> <li>Hand sanitiser available throughout the school.</li> <li>Soap dispensers are checked and topped up daily if required.</li> <li>Primary school children to be supervised when using hand sanitiser and the hand sanitiser will be kept out of their reach. See COSHH risk assessment.</li> </ul>	L	M	L				L	M	L	SLT	07/03/2022	Y
<b>Poor Respiratory Hygiene</b>	Reduced infection control which may result in spread of COVID19	<ul style="list-style-type: none"> <li>Tissues provided in every classroom.</li> <li>Lidded bins provided in all classrooms and in communal areas.</li> <li>Relay the “catch it, kill it, bin it” approach to all staff and pupils.</li> </ul>	L	M	L				L	M	L	SLT	07/03/2022	Y

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

**Sources:**

**Air conditioning and ventilation during the coronavirus outbreak**

<https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm>





**Contacts: UKHSA health protection teams**

<https://www.gov.uk/guidance/contacts-phe-health-protection-teams>

**Gov Isolation Guidance:**

<https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts>

**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/>

**Schools COVID-19 operational guidance:**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1048357/220119\\_Schools\\_guidance\\_January.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1048357/220119_Schools_guidance_January.pdf)



Risk Assessor (s) Name(s):	Louise Barber	Risk Assessor(s) Signature (S):		
	Danielle Marks			
	Mick Beck			
	Chloe Weston			
Authorised By:	Gilly Paterson ,Paul Stone	Authoriser Signature:	 	<b>Initial</b>
Date Conducted:	2.6.20	Date of Next Review:	5.6.20	GP
		Date of Review:	12.6.20	GP
		Date of Review:	5.8.20	GP
		Date of Review:	4.11.20	GP
		Date of Review:	11.1.21	GP
		Date of Review:	1.2.21	GP
		Date of Review:	4.3.21	GP
		Date of Review:	21.8.21	GP
		Date of Review:	09.03.22	GP



Potential Severity of Harm	<b>High</b> Death, long term serious ill health.	<b>Medium</b>	<b>High</b>	<b>High</b>
	<b>Medium</b> Illness requiring further medical assistance.	<b>Low</b>	<b>Medium</b>	<b>High</b>
	<b>Low</b> Mild illness requiring self-isolation only	<b>Low</b>	<b>Low</b>	<b>Medium</b>
	<b>Low</b> The event is unlikely to happen.	<b>Medium</b> It is fairly likely to happen.	<b>High</b> It is likely to happen.	
<b>Likelihood of Harm Occurring</b>				

Risk Rating Definitions	
<b>Low</b>	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.
<b>Medium</b>	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.
<b>High</b>	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 <b>High</b> , 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.