

|                               |   |   |                              |
|-------------------------------|---|---|------------------------------|
| <b>RISK ASSESSMENT</b>        | <b>School Opening in Full September 2020 Rev March 2021</b> |   | Kimberley 16-19 STEM College |
| Assessment completed by:      | Date Completed:   | 11.03.2021 KH                               |                              |
| PRINT NAME: ELT H&S Sub Group | Next Review Date Due:                                       | WEEKLY or as circumstances change if sooner |                              |

| Hazard / Risk  | Who is at Risk?  | How can the hazards cause harm?  | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|--|--|--|---|-----------------------------|----------|
|  |  |  |   | In Place                    | Adequate |
| Lack of or inadequate management on controlling risk of Coronavirus  | Staff, pupils, families of staff and pupils attending school | Lack of management leading to spread of Virus resulting in time off work or away from school (loss of education), illness or spread of infection in wider community, death of member of staff or pupil | <ul style="list-style-type: none"> <li>All staff and pupils when not in setting to follow government <a href="#">guidelines</a> and Stay alert (<b>NB</b> School has no control over this).</li> </ul>  | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>This is on website, in bulletins and newsletters</li> </ul>  | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Protocols for teachers, support staff, students and parents inc out of school</li> </ul>   | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Settings to follow DFE <a href="#">Guidance full opening for Schools in September</a> on Coronavirus.</li> </ul>   | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Schools to check this guidance as it is regularly updated with new practices. By ELT H&amp;S group – leads the daily briefing to SLT on each site</li> </ul>   | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>SLT to discuss daily situation at school and what is happening nationally. Zone leaders/ SLT feed into ELT H&amp;S group de-brief at the end of each day (review regularity at Easter) who complete monitoring form</li> </ul>                               | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Review all activities to consider and manage risk of Coronavirus. ELT H&amp;S group to initially brief SLT each evening. Zone leader/SLT to brief staff in their zone each morning. SLT daily walk of site to monitor RA measures are adhered to.</li> </ul> | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Minimise staff movement between site, where necessary handwashing/sanitising upon exit and entry to site.</li> </ul>   | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Staggered and reduced social time and within bubbles</li> </ul>  | Y                           | Y        |
|  |  |  | <ul style="list-style-type: none"> <li>Practical lessons-risk assessment before introducing. Specific guidance for HoD provided, led by H&amp;S competent person.</li> </ul>  | Y                           | Y        |
| <ul style="list-style-type: none"> <li>Built in cleaning routines within bubbles</li> </ul>  | Y  | Y  |   |                             |          |
| <ul style="list-style-type: none"> <li>Develop or update your school <a href="#">Flu Plan</a> for dealing with second wave or loss of critical staff for example Headteacher, Senco, site agent. Every critical member of staff needs an identified deputy.</li> </ul> | Y  | Y  |   |                             |          |

| Hazard / Risk  | Who is at Risk?  | How can the hazards cause harm?   | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|--|--|---|---|-----------------------------|----------|
|  |  |   |   | In Place                    | Adequate |
|  |  |   | <ul style="list-style-type: none"> <li>• Display free <a href="#">poster</a> on “catch it, bin it kill it poster” in toilets and staff notice boards. <b>Action across both sites</b></li> <li>• Provide tissues for all classrooms and wipes suitable for viruses. <b>Adequate supply</b></li> <li>• Ensure robust cleaning of high contact surfaces throughout the day. <b>Zone leader leads expectations and reports concerns. Teacher protocols, support staff protocols, full cleaning in evening. One cleaner rotating during the day. Consider allocating cleaning duties to support staff, when required. Touch point regime.</b></li> <li>• Obtain advice where required from H&amp;S consultant, NHS 111 and DFE Helpline 0800 046 8687 or email (<b>Competent person</b>) <a href="mailto:DfE.coronavirushelpline@education.gov.uk">DfE.coronavirushelpline@education.gov.uk</a></li> <li>• COVID 19 is RIDDOR <a href="#">reportable</a> and should be reviewed if member of staff dies <b>use current system</b></li> <li>• Time built into the day additional time for teachers and support staff to monitor and manage pupils to maintain social distancing between bubbles, handwashing. <b>Curriculum planning</b></li> </ul>                          | Y                           | Y        |
|  |  |   |   | Y                           | Y        |
|  |  |   |   | Y                           | Y        |
|  |  |   |   | Y                           | Y        |
|  |  |   |   | Y                           | Y        |
| Lack of or inadequate management on controlling risk of Coronavirus (cont) | Staff, pupils, families of staff and pupils attending school | Lack of management leading to spread of Virus resulting in time off work or away from school (loss of education). Death of member of staff or pupil | <ul style="list-style-type: none"> <li>• Consultation with Unions and communication with non-union staff on risk assessment and its control measures. <b>GL/ELT H&amp;S</b></li> <li>• <b>School has in place a local lockdown plan – remote learning for individuals isolating, bubbles and the whole school. In addition to existing plan, will be updated as Teams is expanded.</b></li> <li>• School open and remain open on the ability to maintain COVID-19 prevention and control measures within the school's setting. <b>Risk assessment template is adequate in all areas and externally verified by H&amp;S Competent person: Cousins Safety Ltd – Sherryl Cousins Chartered Safety Practitioner, OSHCR Registered Consultant</b></li> <li>• Review staffing availability with changes in <a href="#">shielding</a> from the 1<sup>st</sup> August and create “bubbles or groups” following DFE <a href="#">guidance</a> this could be year classes, half's and year groups. <b>Curriculum planning based on year group bubbles. Staff survey, induction and phased return by year group.</b></li> <li>• Adequate class spaces to teach groups – there is no social distancing between students in bubbles. Create 2m between student and teacher</li> </ul> | Y                           | Y        |
|  |  |   |   | Y                           | Y        |
|  |  |   |   | Y                           | Y        |
|  |  |   |   | Y                           | Y        |





| Hazard / Risk                                  | Who is at Risk?                             | How can the hazards cause harm?   | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|--|---|---|---|-----------------------------|----------|
|  |   |   |   | In Place                    | Adequate |
|  |   | Death of member of staff or pupil or extended family of those attending school. | <ul style="list-style-type: none"> <li>Parents to wear face coverings within school grounds when dropping off or picking up pupils.</li> </ul>  | Y                           | Y        |
| Asymptomatic person (staff or pupil) in school | Staff, pupils, families of staff and pupils | Increasing spread of Virus resulting in time off work or away from              | <ul style="list-style-type: none"> <li>Implementation of lateral flow testing (Secondary schools and Primary Schools) to enable school staff to be tested 2 times a week.</li> <li>Implementation of offer of 3 Lateral flow tests for Secondary age pupils in school from the 2nd March then continuation of 2 x home testing a week.</li> <li>Signpost staff and pupils over the age of 16 to use NHS Covid1 app</li> </ul> | Y                           | Y        |
|  |   |   |   | Y                           | Y        |
|  |   |   |   | Y                           | Y        |

| Hazard / Risk                                  | Who is at Risk?  | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA |                  |
|--|------------------|--|--|-----------------------------|------------------|
|  |                  |  |  | In Place                    | Adequate         |
|  | attending school | school (loss of education).<br>Death of member of staff or pupil or extended family of those attending school. | <ul style="list-style-type: none"> <li>Anyone who is showing symptoms of coronavirus (COVID-19) who has a negative result from a rapid test will be required to self-isolate until the result from a lab-based polymerase chain reaction (PCR) test is known.</li> <li>Everyone continues to follow good hygiene practices and observe social distancing measures whether or not they have been tested..</li> <li>Adequate staff and volunteers available and trained to compete lateral flow testing as per guidance.</li> <li>Separate risk assessment completed for lateral flow testing and control measures in place before pupils return.</li> </ul> | Y<br>Y<br>Y<br>Y            | Y<br>Y<br>Y<br>Y |
| Vulnerable staff (including pregnant workers). | Vulnerable staff | Contracting Coronavirus resulting in serious illness or death of   | <ul style="list-style-type: none"> <li>Review workforce to identify staff in <b>extremely clinically vulnerable category</b> as per <a href="#">guidance</a> Shielding for this group will be paused from the 1<sup>st</sup> August 2020 and they should be able to return to work if COVID secure – but can carry on working from home if they can. <i>Accurate spreadsheet in place</i></li> </ul>   | Y                           | Y                |

| Hazard / Risk | Who is at Risk? | How can the hazards cause harm? | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|---------------|-----------------|---------------------------------|---|-----------------------------|----------|
|               |                 |                                 |   | In Place                    | Adequate |
|               |                 | member of staff or pupil        | <ul style="list-style-type: none"> <li>Complete individual risk assessment for staff extremely clinically vulnerable. <i>Individual risk assessment agreed with member of staff, where appropriate.</i></li> <li>Review workforce to identify staff in <b>clinically vulnerable</b> category (70 or older, pregnant or usually need a flu jab for underlying medical conditions that might be in the 'clinically vulnerable' category) should work from home where they can and should continue to do so. Employers should decide, in consultation with their employees, whether it is viable for them to continue working from home. Carry out risk assessment for returning to the workplace and actions taken to manage the risks of transmission in line with this <a href="#">guidance</a>. <i>Individual risk assessment agreed with member of staff, where appropriate.</i></li> <li>Pregnant staff review working arrangements and update pregnancy risk assessment. <i>Individual risk assessment agreed with member of staff, where appropriate.</i></li> </ul> | Y                           | Y        |
|               |                 |                                 | <p><u>Clinically extremely vulnerable</u></p> <ul style="list-style-type: none"> <li>Review workforce to identify staff in <b>clinically vulnerable category</b> as this has changed as per guidance</li> </ul>   | Y                           | Y        |
|               |                 |                                 | <p><u>Clinically Vulnerable</u></p> <ul style="list-style-type: none"> <li>Complete individual risk assessment for staff who are clinically vulnerable and have requested a RA.</li> <li>It is recommended that the school carries out risk assessment for returning to the workplace and actions taken to manage the risks of transmission in line with this <a href="#">guidance</a> or upon request.</li> <li>Staff who are clinically vulnerable may continue to attend school in line with current guidance.</li> <li>Pregnant staff review working arrangements and carry out or update pregnancy risk assessment following the Royal College of Obstetrics and Gynaecology (RCOG) occupational health <a href="#">advice</a> for employers and pregnant women and Government <a href="#">advice</a>.</li> <li>Follow advice for women from 28 weeks gestation or with underlying health conditions at any gestation who may be at greater risk. Employers</li> </ul>   | Y                           | Y        |

| Hazard / Risk  | Who is at Risk?                                      | How can the hazards cause harm?   | Proposed Control Measures   | Are Control Measures Y/N/NA |                     |
|--|--|---|---|-----------------------------|---------------------|
|  |  |   |   | In Place                    | Adequate            |
|  |  |   | <p>and pregnant women should follow this advice and to continue to monitor for future updates to it. Social distancing measures must be in place – In early Years and Primary schools this may result in them working from home.</p> <ul style="list-style-type: none"> <li>In some cases pregnant where women may also have other health conditions that mean they are considered CEV, where the advice for clinically extremely vulnerable staff will apply</li> </ul>  | Y                           | Y                   |
| Living with a shielded or clinically vulnerable person<br><br>Staff or pupil | Staff, pupils and families of those attending school | Contracting Coronavirus resulting in serious illness or death of member of staff or pupil | <ul style="list-style-type: none"> <li>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, they can attend their education or childcare setting. <b>Protocols/letters for parents</b></li> <li>If a child, young person or staff member lives in a household with someone who is extremely clinically vulnerable, as set out in the COVID-19: <a href="#">COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable</a>, from the 1<sup>st</sup> August they can attend the school setting. <b>Protocols/letters for parents</b></li> <li>School to discuss any concerns with parents and provide reassurance on the measures the school are putting in place to reduce any risks.</li> </ul> | Y<br><br>Y<br><br>Y         | Y<br><br>Y<br><br>Y |
| Pupils who are shielding or self isolating                                   | Pupils and   |   | <ul style="list-style-type: none"> <li>Identify pupils still unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19) <b>Protocols/letters for parents. Distance learning</b></li> <li>The advice for pupils who remain in the clinically extremely vulnerable group is that they should not attend school while shielding applies nationally.</li> <li>School can request from parents a copy of the shielding letter sent to CEV children, to confirm that they are advised not to attend school or other educational settings whilst shielding guidance is in place.</li> </ul>  | Y<br><br>Y<br><br>Y         | Y<br><br>Y<br><br>Y |



| Hazard / Risk                       | Who is at Risk?                  | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA  |  |
|-------------------------------------|----------------------------------|--|--|--|--|
|                                     |                                  |  |  | In Place   | Adequate   |
|                                     |                                  |  | <ul style="list-style-type: none"> <li>Children who live with someone who is clinically extremely vulnerable, but who is not clinically extremely vulnerable themselves, should still attend education or childcare.</li> </ul>  |  |  |
| Lack of social distancing in school | Staff, pupils and family members | 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). | <ul style="list-style-type: none"> <li>School to follow latest Government <u>advice</u> to minimise contact between individuals and maintain social distancing. Older children between pupils and staff and between bubbles.</li> <li>Display signage to remind people to socially distance.</li> <li><b>Travel to and from school</b></li> <li>Parents and pupils informed and encouraged to not use public transport. <b>Parent protocols/letters</b></li> <li>Where pupils have to use public transport as it is totally necessary this should not be during peak times (stagger start and end times). <b>Earlier end of day however limited ability to stagger arrival &amp; leave times due to transport limitations.</b></li> <li>Families using public transport should be referred to the <a href="#">safer travel guidance for passengers</a>.</li> <li>Liaison with LA school transport to determine how pupils will be travelling in bubbles <b>Parent protocols/letters, Coloured lanyards to identify bubbles, encourage face coverings on all transport</b></li> <li>Parents/pupils encouraged to walk/cycle to school <b>Parent protocols</b></li> <li>Planned staggered arrival and leaving times for different groups of children. <b>Earlier end of day however limited ability to stagger arrival &amp; leave times due to transport limitations.</b></li> <li>Each group of pupils is allocated a time of arrival and collection and this is communicated to parents and they can line up in their specified area of playground. <b>Designated entry point per year group and classroom</b></li> <li>Groups access classrooms straight from outside rather than coming through an entrance and corridor where possible <b>One entrance point per bubble (2) at all times. Separate floor per bubble. Site map</b></li> <li>Clearly marked areas where pupils and parents in their groups can line up maintaining social distancing when coming into school. <b>2m markings throughout college</b><br/><b>Staff on hand to supervise entrances. No lining up required for lessons.</b></li> </ul> | Y<br><br>Y<br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y | Y<br><br>Y<br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y<br><br>Y<br>Y |

| Hazard / Risk                                   | Who is at Risk? | How can the hazards cause harm?            | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|---|-----------------|--|--|-----------------------------|----------|
|   |                 |  |  | In Place                    | Adequate |
|   |                 | It can cause illness and recover and death | <ul style="list-style-type: none"> <li>No parent/carer standing at the gate (creating a bottle neck) <b>Parent protocols/letters</b></li> <li>No parent to come into classroom. <b>Parent protocols/letters</b></li> <li>Bikes and scooters stored safely apart not thrown on floor (pupils only use their own scooter/bike) <b>Parent protocols</b></li> </ul> <b>Classroom</b> <ul style="list-style-type: none"> <li>Classrooms to be set up so all children face the front in lines. No face to face working. <b>Estates set up classrooms, teachers daily checklist. If face to face (ICT suite) Barrier in place</b></li> <li>Secondary school only – mark out 2m separation from teacher and pupils in classrooms. <b>Part of Estates setup, each classroom has 2m floor markings to distance staff from pupils</b></li> <li><b>Identify a drop zone in classroom for pupils and teachers to put work in (Secondary schools).</b></li> <li>Pupils <u>will remain in their bubble/groups</u> in classroom and not move around the school where possible although for curriculum delivery this should be managed. Teachers to move classrooms. <b>Minimising movements, timetabling, designated zones (floor) for bubbles except for one or two options-managed through social distancing, cleaning regime.</b></li> <li>The groups will not cross over and there will be as little as contact as possible with the groups in school. (separate areas in playground etc) <b>Minimal cross over of pupils within timetable, designated handwashing, toilets, sanitiser stations separate break/lunch zones with staggered timings, coloured lanyards to support supervision of social distancing.</b></li> <li>Pupils to use their own stationary and not share pens/pencils or other equipment with each other in the group without being cleaned. <b>No sharing of stationery. Cleaning regime for equipment included in lesson risk assessment. Staff protocol/training.</b></li> </ul> | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
| Lack of social distancing in school (Continued) |                 |  | <ul style="list-style-type: none"> <li>No sharing of resources between “groups” unless thoroughly cleaned using a diluted bleach solution. For example, maths resources or left for 72 hours between use. <b>No text books shared across different year group bubbles. Majority of lessons on designated floor, all lessons in bubbles</b></li> </ul>  | Y                           | Y        |



| Hazard / Risk                                      | Who is at Risk? | How can the hazards cause harm? | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|--|-----------------|---------------------------------|--|-----------------------------|----------|
|  |                 |                                 |  | In Place                    | Adequate |
| Lack of social distancing in school<br>(Continued) |                 |                                 | <p><b>Social and breaktimes</b></p> <ul style="list-style-type: none"> <li>Stagger breaks lunches and breaks to keep groups separate. Curriculum plan. Allocated break out space. Coloured lanyards to support supervision. Break and lunch times shorter.</li> <li>Pupils to wash hands thoroughly before going out for break/lunch. Curriculum plan incorporates handwashing</li> <li>Zone playground (provide markers to keep groups away from each other) Zone social areas and times. Coloured lanyards to support supervision</li> <li>Balls and equipment can be used if kept within “bubble” or cleaned thoroughly between bubbles.</li> </ul>   | Y                           | Y        |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | <p><b>In the Dining hall</b></p> <ul style="list-style-type: none"> <li>Groups are brought to dining hall at staggered times and areas are cleaned down thoroughly between groups. Designated serving spaces. Limited menus. Timetabled cleaning regime between groups</li> <li>Pupils to sit with their own “group” and not mix with other groups or</li> <li>Pupils to clear away own plates and cutlery. Grab and go options only</li> <li>Staff working in dining hall to wash hands frequently and maintain social distancing from pupils Staff training and supervision</li> <li>Staff supervising to stand 2 metres away from pupils and other staff. Staff protocol/training</li> <li>Consider using additional serving spaces for food to prevent pinch points for example food carts. Limited menu, contactless pay system to keep flowing through the area</li> </ul> | Y                           | Y        |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | Y  | Y                           |          |
|  |                 |                                 | <p><b>General</b></p> <ul style="list-style-type: none"> <li>Where supply staff are used this is kept as consistent as possible and full contact details and details on lessons they taught recorded.</li> <li>Induction provided to supply staff on arrangements for managing the risk of Covid19. Staff protocol, Covid19 induction</li> <li>School behaviour policy reviewed to include pupil expectations on following arrangements for managing the risk and sanctions for example social distancing, handwashing etc. In place</li> </ul>  | Y                           | Y        |
|  |                 |                                 | Y  | Y                           |          |
| Y  | Y               |                                 |  |                             |          |





| Hazard / Risk                                  | Who is at Risk? | How can the hazards cause harm? | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|--|-----------------|---------------------------------|--|-----------------------------|----------|
|  |                 |                                 |  | In Place                    | Adequate |
| Access to curriculum such as PE/Science/DT etc | pupils          | Illness<br>Death                | <ul style="list-style-type: none"> <li>The timetable adapted to take into account additional time for handwashing/sanitising. <b>In curriculum plan</b> <ul style="list-style-type: none"> <li>Pupils will be asked to wash/sanitise their hands after physical activity. <b>In curriculum plan and lesson risk assessment</b></li> <li>Review curriculum risk assessments and include COVID19 as a hazard. <b>In place for standard lesson, specific practical RA to be signed off before practical lesson delivered-identify different bubbles timetabled and ensure thorough cleaning regime in place.</b></li> <li>Refer to specialist guidance from CLEAPSS, Association of PE. , <b>specific practical RA to be signed off before practical lesson delivered. Feb 21 guidance.</b></li> <li>ICT suites should be cleaned using wipes after use (between groups) <b>ICT suite allocated to bubble, extra measure-pupils to clean before use. If need for use between year groups clear guidance/supervision to be provided (RA).</b></li> <li>Secondary only use science labs for the same class all day and teachers rotate between classes unless there can be a thorough clean between groups <b>Designated labs per year group bubble</b></li> <li>Laptops/ipads – these should be cleaned before use and between each “group use” using disinfectant wipes. <b>Staff protocols/training, if required</b></li> </ul> </li> <li><b>PE and sports</b> <ul style="list-style-type: none"> <li>Pupils should be kept in consistent groups, sports equipment thoroughly cleaned between each use by different individual groups, and contact sports avoided.</li> <li>Outdoor sports will be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying attention to cleaning and hygiene.</li> <li><b>Consider team sports that have been approved by the government list available at grassroots sports guidance.</b></li> <li>If accessing external facilities government guidance for the use of, and travel to and from, those facilities will be followed. <b>No external facilities used without RA signed off. This includes use of WUS. 1 drama and 1 dance class held at WUS each week</b></li> </ul> </li> </ul> | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |
|  |                 |                                 |  | Y                           | Y        |

| Hazard / Risk  | Who is at Risk? | How can the hazards cause harm? | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|--|-----------------|---------------------------------|--|-----------------------------|----------|
|  |                 |                                 |  | In Place                    | Adequate |
| Access to curriculum such as Music   |                 |                                 | <ul style="list-style-type: none"> <li>Resources that are shared between classes or bubbles, such as sports, art and science equipment cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles. <b>Highlight on timetable for staff, if required. Staff protocol. Risk assessment</b></li> </ul> |                             |          |
|  |                 |                                 | <ul style="list-style-type: none"> <li>No fixtures between other schools until wider grassroots sports for U18's is permitted.</li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Schools are able to work with external coaches, clubs and organisations for curricular activities where they are satisfied that it is safe to do so</li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>No face coverings to be worn in PE.</li> </ul>  |                             |          |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Pupils bring into school each day essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. <b>Pupil/parent protocol/letters</b></li> </ul>   | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning/sanitising, cleaning of the resources and rotation should apply to these resources. <b>Staff/pupil protocol. Use of drop boxes</b></li> </ul>                                  | Y                           | Y        |
|  |                 |                                 | <p><b>Music/Dance/Drama</b></p> <ul style="list-style-type: none"> <li>Social distancing between pupils required for music, dance and drama Refer to DCMS <a href="#">guidance</a></li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Using back-to-back or side-to-side positioning (rather than face-to-face) whenever possible.</li> </ul>   | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Playing outdoors wherever possible.</li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>If playing indoors, limiting the numbers to account for ventilation of the space and the ability to social distance.</li> </ul>   | Y                           | Y        |
| <ul style="list-style-type: none"> <li>Singing, wind and brass playing should not take place in larger groups such as choirs and ensembles, or assemblies unless significant space,</li> </ul> | Y               | Y                               |  |                             |          |



| Hazard / Risk | Who is at Risk? | How can the hazards cause harm? | Proposed Control Measures  | Are Control Measures Y/N/NA   |  |
|---------------|-----------------|---------------------------------|--|---|--|
|               |                 |                                 |  | In Place  | Adequate   |
|               |                 |                                 | <p>natural airflow (at least 10l/s/person for all present, including audiences) and strict social distancing and mitigation as described below can be maintained.</p> <ul style="list-style-type: none"> <li>In the smaller groups where these activities can take place, schools should observe strict social distancing between each singer and player, and between singers and players, and any other people such as conductors, other musicians, or accompanists. Current guidance is that if the activity is face-to-face and without mitigating actions, 2 metres is appropriate.</li> <li>Seating positions -Pupils should be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible. Position wind and brass players so that the air from their instrument does not blow into another player</li> <li>Microphones - Use microphones where possible or encourage singing quietly.</li> <li>Handling equipment and instruments</li> <li>Regular handwashing.</li> <li>Avoid sharing equipment unless disinfected (includes packing cases, handles, props , chairs, microphones, headphones and music stands)</li> <li>Students should clean the instruments they are playing on.</li> <li>Equipment such as keyboards etc should be cleaned between use.</li> <li>Curriculum risk assessment should be in place for all lessons.</li> <li>1:1 music lesson to continue remotely or held in a large space where teacher can be socially distanced.</li> <li>Peripatetic music teachers can deliver lessons in school and they should wear a face covering and maintain 2m social distancing – complete a separate risk assessment.</li> </ul> | <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> | <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> |

| Hazard / Risk   | Who is at Risk?                      | How can the hazards cause harm?  | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|---|--------------------------------------|--|---|-----------------------------|----------|
|   |                                      |  |   | In Place                    | Adequate |
| Staff or pupils comes into school when they feel unwell   | Staff, pupils, visitors, contractors | Spread of virus to the rest of the school population                                 | <ul style="list-style-type: none"> <li>• Communication sent to all staff informing them they should remain at home if they are displaying any symptoms this is included in parents guide /agreement.</li> <li>• School to refer staff and pupil for COVID19 Testing <a href="https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested">https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</a></li> <li>• Communication with parents/carers for example in parental guide/agreement informing them of the measures that if their child displays the following symptoms, they should self isolate for 10 days (10 days for a household): <ul style="list-style-type: none"> <li>- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)</li> <li>- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li> <li>- Loss of sense of smell or taste</li> <li>- Pupils and their families are eligible for testing pupils over 5 can access via 111 online and under 5 through 111 helpline.</li> </ul> </li> <li>• This information is displayed on school website and in letter to parents.</li> <li>• School to provide home testing kit (if available)</li> <li>• The school if asked provide details of anyone they have been in contact with if tested positive to Track and Trace.</li> </ul> | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
| Pupil or staff starts to show symptoms when in school and this could be passed onto to other staff/pupils in close proximity.<br><br>Covered by staff pupil parent protocols/letters/training | Staff, pupils, visitors, contractors | Illness resulting in time off work or away from school (loss of education).<br>Death | <ul style="list-style-type: none"> <li>• Refer to Public Health and DFE <a href="#">Guidance</a> for Schools on Coronavirus.</li> <li>• School knows contact details of Local <a href="#">Public Health Protection Team</a></li> <li>• If a Pupil displays the following symptoms, they should self isolate for 10 <b>days</b> if they have either: <ul style="list-style-type: none"> <li>- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)</li> <li>- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li> <li>- Loss of sense of smell or taste</li> <li>- Pupils and their families are eligible for testing pupils over 5 can access via 111 online and under 5 through 111 helpline.</li> </ul> </li> </ul>   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |

| Hazard / Risk                          | Who is at Risk? | How can the hazards cause harm? | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|--|-----------------|---------------------------------|---|-----------------------------|----------|
|  |                 |                                 |   | In Place                    | Adequate |
| First Aid protocols linked to Covid-19 |                 |                                 | <ul style="list-style-type: none"> <li>All members of their households (including siblings) should self isolate for <b>10 days</b> and this is to will help to protect others in the community while they are infectious.<br/>Following <a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance</a></li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Member of staff dealing with ill pupil or staff should wear PPE (mask, gloves and apron) If temperature is taken follow protocol. <b>Sufficient stock on site. First aid procedure, training.</b></li> </ul>   | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Provide a dedicated room for them to wait to be collected which is at least 2 metres away from other people. <b>Gym, no entry into the area, external entry/exit point for collection</b></li> </ul>   | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>If possible, find a room or area where they can be isolated behind a shut door, such as a staff office or meeting room. <b>Gym</b></li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>If it is possible to open a window, do so for ventilation. They should avoid touching people, surfaces and objects and be advised to cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in the bin. If no bin is available, put the tissue in a bag or pocket for disposing in a bin later. If you don't have any tissues available, they should cough and sneeze into the crook of their elbow. The room will need to be cleaned once they leave <b>First aider to inform Estates if used so full clean undertaken.</b> If they need to go to the bathroom whilst waiting for medical assistance, they should use a separate bathroom. <b>In place</b></li> </ul> | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Make sure that children and young people know to tell a member of staff if they feel unwell. <b>Pupil protocol, assemblies, guidance</b></li> </ul>  | Y                           | Y        |
|  |                 |                                 | <ul style="list-style-type: none"> <li>Call 999 if they are seriously ill or their life is at risk.</li> <li>Dispose of all waste that has been in contact with the suspected case, including used tissues, and masks if used. These should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied and put in the normal waste. <b>Contracted cleaners and housekeeper aware of requirements</b></li> </ul>   | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                      | How can the hazards cause harm?   | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|---|--------------------------------------|---|--|-----------------------------|----------|
|   |                                      |   |  | In Place                    | Adequate |
|   |                                      |   | <ul style="list-style-type: none"> <li>Clean down area where pupil has been (including the bathroom if used) following cleaning in Non healthcare settings guidance</li> <li><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a>. Contracted cleaners and housekeeper aware of requirements</li> <li>The school or setting to remain open and close if there has been 2 confirmed cases in 14 days and advised to close by Local <a href="#">Public Health Protection Team</a></li> </ul>  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
| Pupil or staff starts to show symptoms when in school and this could be passed onto to other staff/pupils in close proximity. (Continued) | Staff, pupils, visitors, contractors | Illness resulting in time off work or away from school (loss of education). Death | <ul style="list-style-type: none"> <li>If a staff member displays the following symptoms, they should be sent home and advised to self-isolate for <b>10 days</b> if they live alone and have either:</li> <li>a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)</li> <li>a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)</li> <li>Loss of sense of smell or taste</li> </ul> <p>or self isolate for 10 days if they live within a household. The other member of the household should self isolate for 10 days from when the symptomatic person first had symptoms.</p> <ul style="list-style-type: none"> <li>Pupils and their families are eligible for testing pupils over 5 can access via 111 online and under 5 through 111 helpline.</li> <li>School to refer staff for COVID19 Testing <a href="https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested">https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</a></li> <li>School to provide home testing kit (if available)</li> <li>The school if asked provide details of anyone they have been in contact with if tested positive to Track and Trace.</li> </ul> | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
| Staff and parent protocols/letters/training   |                                      |   |  |                             |          |
| Parents/staff refusing to get tested or provide result of the test <a href="#">LFT or PCR test</a> .                                      | Staff pupils                         | Unknown prevalence of virus   | <ul style="list-style-type: none"> <li>Staff only – Obtain advice from HR. <b>Staff protocols</b></li> <li>In parents and staff guide there is clear information that they must inform the school immediately of the results test. <b>Parent protocols/letters</b></li> <li>If test negative then member of staff and pupil can stop isolating and return to school. <b>As per appropriate protocol</b></li> </ul>   | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                      | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA               |   |
|---|--------------------------------------|--|--|---|---|
|   |                                      |  |  | In Place                                  | Adequate                                  |
| <p>Parents not providing consent for lateral flow test</p> <p>Staff and Parent protocols/letters</p>  |                                      |  | <ul style="list-style-type: none"> <li>• See separate risk assessment for LFT for Secondary and Primary schools</li> <li>• % of uptake in lateral flow testing is recorded and tracked for staff and pupils.</li> <li>• Record kept of those pupils who do not take part in lateral flow tests and if later test negative due to experiencing symptoms.</li> <li>• Secondary school to retain a small on site ATS to offer testing to pupils who are unable or unwilling to test themselves at home.</li> </ul>  | Y<br>Y<br>Y<br>Y                          | Y<br>Y<br>Y<br>Y                          |
| <p>Positive identified case or cases of Coronavirus of a member of staff or pupil at your school setting PCR or LFT</p> <p>Staff and Parent protocols/letters</p> | Staff, pupils, visitors, contractors | Illness resulting in time off work or away from school (loss of education).<br>Death | <ul style="list-style-type: none"> <li>• Refer to Public Health and DFE <a href="#">Guidance for Schools</a> on Coronavirus.</li> <li>• Clear school protocol and system in place for tracking and tracing pupils being unwell, who has gone for a test and result.</li> <li>• Any positive test LFT or PCR member of staff or pupil must go home or remain at home and self isolate following <a href="#">guidance</a> for households with possible or confirmed coronavirus (COVID-19) infection.</li> <li>• Members of the household (including siblings or childcare bubble) should also self-isolate.</li> <li>• IF LFT positive then the member of staff or pupil must arrange for a PCR test and remain at home for result.</li> <li>• If positive school to contact Local Health Protection Team</li> <li>• Follow all advice from Public Health England and from the local <a href="#">Health Protection Team</a></li> <li>• The rest of the group and those in close contact may be sent home and advised to self-isolate for 10 days. <ul style="list-style-type: none"> <li>- direct close contacts – face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)</li> <li>- proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual</li> <li>- travelling in a small vehicle, like a car, with an infected person</li> </ul> </li> <li>• Staff are eligible for testing and should remain at home until results are obtained from testing</li> </ul> | Y<br>Y<br>Y<br>Y<br>Y<br>Y<br>Y<br>Y<br>Y | Y<br>Y<br>Y<br>Y<br>Y<br>Y<br>Y<br>Y<br>Y |

| Hazard / Risk   | Who is at Risk?                      | How can the hazards cause harm?   | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|---|--------------------------------------|---|--|-----------------------------|----------|
|   |                                      |   |  | In Place                    | Adequate |
|   |                                      |   | <p><a href="https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested">https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</a></p> <ul style="list-style-type: none"> <li>• Pupils and their families are eligible for testing pupils over 5 can access via 111 online and under 5 through 111 helpline. School to provide home testing kit (if available)</li> <li>• The school if asked provide details of anyone they have been in contact with if tested positive to Track and Trace.</li> <li>• Household members of those contacts that are sent home do not need to self-isolate themselves unless the child, young person or staff member that is self-isolating develops symptoms themselves.</li> </ul> <p>Note: Schools should not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.</p> <ul style="list-style-type: none"> <li>• Where 2 or more conformed cases within 14 days, or an overall rise in sickness absence where COVID19 is suspected – contact local public health team for advice. <b>and follow LA reporting system.</b></li> </ul> | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
| Lack of handwashing leading to spread of Coronavirus<br><br><b>Staff and Parent protocols</b> | Staff, pupils, visitors, contractors | Spread of virus to the rest of the school population or families at home resulting in illness or death. | <ul style="list-style-type: none"> <li>• Print off laminate and display <a href="#">Coronavirus handwashing</a> poster in entrance to school and on classrooms entrances, meeting rooms as a minimum. <b>In place. Sanitisers at entry points to site/zones</b></li> <li>• Request visitors wash/sanitise their hands <b>receptionists to require visitors to wash or sanitise before moving elsewhere on site</b> <ul style="list-style-type: none"> <li>• Educate pupils and staff on the importance of destination handwashing <ul style="list-style-type: none"> <li>➤ before leaving home</li> <li>➤ on arrival at school</li> <li>➤ after using the toilet</li> <li>➤ after breaks and sporting activities</li> <li>➤ when they change rooms</li> <li>➤ before food preparation</li> <li>➤ before eating any food, including snacks</li> <li>➤ before leaving school</li> </ul> </li> </ul> </li> </ul>  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |
|   |                                      |   |  | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                      | How can the hazards cause harm?  | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|---|--------------------------------------|--|---|-----------------------------|----------|
|   |                                      |  |   | In Place                    | Adequate |
|   |                                      |  | Display handwashing <a href="#">poster</a> in all toilets (entrance and inside) <ul style="list-style-type: none"> <li>• Changes to timetabling to provide extra time in the school day every day for handwashing. This will need to be staggered in line with group breaks and lunches to avoid bottle necks in toilets. <b>Timetabled, staggered and designated sanitising and handwashing areas.</b></li> <li>• Sanitising stations..<b>In place</b></li> <li>• Set time aside for regular training and reminders on handwashing – Use free training and information resources such as <a href="#">ebug</a> for pupils and short how to wash your hands videos <a href="https://www.youtube.com/watch?v=x3v521MTjio&amp;feature=youtu.be">https://www.youtube.com/watch?v=x3v521MTjio&amp;feature=youtu.be</a> <b>assemblies, guidance</b></li> <li>• Sufficient supplies and maintained supplies of liquid soap and disposable handtowels/operational hand dryers. <b>Adequate supplies</b></li> <li>• Bins emptied daily <b>Estates checklist.at least</b></li> <li>• Regular checks of toilets throughout the day to ensure they are clean, stocked with liquid soap and handtowels and blow dryers are operational. (<b>Estates/housekeeping checklist</b>)</li> </ul> | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
| Lack of handwashing leading to spread of Coronavirus (cont)<br><br><b>Estates checklist</b>                                 |                                      |  | <ul style="list-style-type: none"> <li>• Where possible pupils must use liquid soap and water for washing hands</li> <li>• Provide hand sanitisers (at least 60% alcohol content) for the following <u>areas for example as a minimum:-</u> <ul style="list-style-type: none"> <li>➤ School entrance where visitors and staff sign in</li> <li>➤ Classrooms (where the use can be supervised by the class teacher).</li> <li>➤ ICT room</li> <li>➤ Meeting rooms</li> <li>➤ Dining hall (supervised by kitchen or midday staff)</li> </ul> </li> </ul>  | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |
| Poor handwashing or inadequate facilities for handwashing and maintaining social distancing<br><br><b>Estates checklist</b> | Staff, pupils, visitors, contractors | Spread of virus to the rest of the school population or families at home resulting | <ul style="list-style-type: none"> <li>• Ensure pupil and staff toilets are fully stocked with liquid hand soap and sinks are all operational.</li> <li>• Review numbers of operational toilets and urinal facilities to ensure this is sufficient capacity with social distancing measures. Consider additional hand washing stations.</li> </ul>  | Y                           | Y        |
|   |                                      |  |   | Y                           | Y        |

| Hazard / Risk                     | Who is at Risk?                      | How can the hazards cause harm?   | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|-----------------------------------|--------------------------------------|---|---|-----------------------------|----------|
|                                   |                                      |   |   | In Place                    | Adequate |
| Ineffective use of face coverings | Staff, pupils, visitors, contractors | in illness or death.<br><br>Spread of virus to the rest of the school population or families at home resulting in illness or death. | <ul style="list-style-type: none"> <li>Consider same sex members of staff going into toilets regularly to ensure sinks are operational and not used as bag storage areas and social distancing is maintained.</li> <li>Remove any fabric towels (multi use) and use hand dryers or single paper towels</li> <li>Display handwashing posters in toilets.</li> <li>School behaviour policy includes expectations on handwashing, social distancing etc. <b>In place</b></li> <li>Provide regular training to staff and pupils on handwashing (at least 20 seconds with soap).<br/><a href="https://www.youtube.com/watch?v=x3v521MTjio&amp;feature=youtu.be">https://www.youtube.com/watch?v=x3v521MTjio&amp;feature=youtu.be</a><br/><b>Assemblies, guidance</b></li> <li>Staff and pupils are checking their skin for dryness and cracking and using a emolument to retain moisture if required.</li> </ul>   | Y                           | Y        |
|                                   |                                      |   | <ul style="list-style-type: none"> <li>In all secondary schools that teach year 7 and above it is mandatory that all pupils, staff and visitors in areas outside the classroom where social distancing cannot be easily maintained such as corridors and communal areas wear face coverings.</li> <li>In secondary schools face coverings to be worn by pupils in Classrooms to be reviewed at Easter)</li> <li>Secondary school staff must maintain 2m social distancing and have the option to wear a face covering.</li> <li>School to be aware of staff and pupils who are exempt from wearing face coverings. This applies to those who: <ul style="list-style-type: none"> <li>cannot put on, wear or remove a face covering because of a physical impairment or disability, illness or mental health difficulties</li> <li>speak to or provide help to someone who relies on lip reading, clear sound or facial expression to communicate</li> </ul> </li> <li>No blanket exemptions for conditions such as asthma but on individual basis</li> <li>Face coverings to be put on and removed carefully</li> </ul> | Y                           | Y        |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |
|                                   |                                      |   | Y   | Y                           |          |



| Hazard / Risk                              | Who is at Risk?          | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA |                            |
|--|--------------------------|--|--|-----------------------------|----------------------------|
|  |                          |  |  | In Place                    | Adequate                   |
|  |                          |  | <ul style="list-style-type: none"> <li>• School process in place for when face coverings are worn and how they should be removed.</li> <li>• Information and posters provided to staff and pupils visitors on the arrangements for face masks including areas to be worn and on how to don and doff face coverings.</li> <li>• Pupils/staff instructed not to touch the front of their face covering during use or when removing it.</li> <li>• Disposable face masks must be disposed of in normal waste and not recycling bin.</li> <li>• Monitoring of students and staff wearing face coverings correctly and reminders on how to wear.</li> <li>• Face covering when not worn are removed and placed in an individual sealable plastic bag between use and hands washed before and after removal</li> <li>• School will have a small contingency supply of face coverings if they have been forgotten, soiled or unsafe.</li> <li>• Clear procedures in place and communicated to staff and pupils on when they can wear face coverings.</li> </ul> | Y<br>Y<br>Y<br>Y<br>Y<br>Y  | Y<br>Y<br>Y<br>Y<br>Y<br>Y |
| Events and Lettings at school and meetings | Staff, pupils, visitors. | Spread of virus to the rest of the school/visitor population resulting in illness. | <ul style="list-style-type: none"> <li>• No assemblies instead use platforms such as Teams/Zoom etc In place</li> <li>• Review lettings in view of government guidance – review letting risk assessments for Covid19.</li> <li>• Limit meetings with parents for serious issues and maintain social distancing Parents/visitors on site by appointment only. Parent protocol/letters</li> <li>• Use Microsoft Teams/Zoom for meetings/parents evenings to prevent face to face contact.</li> <li>• Only recommence lettings including grassroots sports based on national restriction.</li> </ul>  | Y<br>Y<br>Y<br>Y            | Y<br>Y<br>Y<br>Y           |

| Hazard / Risk  | Who is at Risk?                                       | How can the hazards cause harm?   | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|--|---|---|---|-----------------------------|----------|
|  |   |   |   | In Place                    | Adequate |
| Pupils ingesting the alcohol gel   | Pupils  | Sickness  | <ul style="list-style-type: none"> <li>All alcohol-based gels are in an area which are supervised or monitored by staff. <b>Staff protocol</b></li> <li>Older pupils (secondary school age) permitted to carry and use their own supply of alcohol hand gel. <b>Parent letters</b></li> </ul>   | Y                           | Y        |
| Location of wall mounted gels at a height that could get into a pupil's eye  | Pupils  | Irritation and damage to eyes   | <ul style="list-style-type: none"> <li>Any wall mounted pumps are at a position that is not in line with pupils head. <b>In place</b></li> <li>Site team to check daily supplies in all toilets and refill sanitiser stations. Consider using daily toilet check sheet. <b>Estates Checklist</b></li> </ul>   | Y                           | Y        |
| Lack or ineffective cleaning of high contact surfaces or between groups or resources<br><br><b>Estates checklist</b> | Staff, pupils, families of staff and pupils visitors. | Spread of virus to the rest of the school/visitor population resulting in illness or death. | <ul style="list-style-type: none"> <li>Review carried out of activities and locations where high contact and likelihood of transmission of the virus is high and cleaning schedule in place. For example: <ul style="list-style-type: none"> <li>➤ Door keypads</li> <li>➤ Door Handles (could classroom doors be kept open)</li> <li>➤ Payment systems –<b>Contactless or</b> pupils just bring in lunches and sit at their desks/<b>break out zones</b></li> <li>➤ Keypads entries (on release during the day) except main entrance not without compromising safeguarding</li> <li>➤ Signing in electronic pads (book and visitors use own pen or wipe after each use)</li> <li>➤ ICT equipment wiped between each use <b>Adequate supply of wipes/staff protocols</b></li> <li>➤ Resources (rulers etc) pupils to have their own stationary packs.</li> <li>➤ Staffroom kettle/fridge/dishwasher handle/cup cupboard, sink taps</li> </ul> </li> <li>Identify how to manage these areas effectively (for example through elimination for example no fingerprint recognition for lunch payments)</li> <li>Sufficient resources dedicated for cleaning high contact surfaces (an additional cleaner in the day for cleaning throughout the day.) Either provided by contract cleaners and if they cannot provide this then school should dedicate someone for cleaning high contact surfaces.</li> <li>Throughout the day the cleaners or site team should be cleaning high contact surfaces <ul style="list-style-type: none"> <li>➤ door handles into classrooms</li> <li>➤ key pad entry systems</li> </ul> </li> </ul> | Y                           | Y        |
|  |   |   |   | Y                           | Y        |
|  |   |   |   | Y                           | Y        |
|  |   |   |   | Y                           | Y        |



| Hazard / Risk            | Who is at Risk? | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|--------------------------|-----------------|--|--|-----------------------------|----------|
|                          |                 |  |  | In Place                    | Adequate |
|                          |                 |  | <ul style="list-style-type: none"> <li>Review high contact surfaces and equipment in your school setting as this may include for example Nursery toys</li> <li>Ensure Safety Data sheet is available for cleaning solution and Template Bleach COSHH <a href="#">assessment</a> completed.</li> <li>The has an adequate and maintained supply of personal and domestic cleaning products available for school.</li> <li>Cordon off any external play equipment (unless it can be cleaned between each group using it)</li> <li>Limit resources taken home to school and school to home.</li> <li>Staff should wash/<b>sanitise</b> their hands after handling any text books used by students <b>Staff protocol/training</b></li> <li>Do not share common resources between <b>bubbles</b> unless cleaned with a diluted bleach solution (for example maths counting blocks). <b>Pupils bring into school each day essentials such as lunch boxes, hats, coats, books, stationery and mobile phones.</b></li> <li><b>Pupils and teachers allowed to take books and other shared resources home but cleaning of the resources and rotation should apply to these resources.</b></li> <li>Signage displayed to remind staff and pupils to wash/sanitise their hands and not touch their faces</li> </ul> | Y                           | Y        |
| Poor respiratory hygiene | Staff<br>Pupils | Inhalation of virus or transfer of virus onto a surface that is picked up. | <ul style="list-style-type: none"> <li>Tissues and bins in every classroom including canteen and staffroom to support “catch it, bin it, kill it” <b>Staff checklist</b></li> <li>Display around school “catch it bin it kill it” posters around school and remind staff and pupils. <b>In place</b></li> <li>School to support pupils (could be those with complex needs or <del>younger children</del>) to get this right.</li> <li>Individual pupil risk assessment completed for pupils that spit or use saliva as a sensory stimulant. <b>n/a</b></li> </ul>  | Y                           | Y        |

| Hazard / Risk  | Who is at Risk?   | How can the hazards cause harm?                      | Proposed Control Measures   | Are Control Measures Y/N/NA |                            |
|--|-------------------|--|---|-----------------------------|----------------------------|
|  |                   |  |   | In Place                    | Adequate                   |
| Poor workplace ventilation leading to risk of coronavirus spreading  | Staff<br>Pupils   | Spread of the virus leading to illness or death      | <ul style="list-style-type: none"> <li>Follow HSE guidance on Heating ventilation and air conditioning.</li> <li>Where possible ventilate the workplace using fresh air by keeping doors and windows open.</li> <li>On hot days additional mechanical ventilation could be used for example desk fans and these should be positioned to face the teacher and away from the pupils. <b>Remove all fans</b></li> <li>Turn off recirculating air system that circulates between different rooms.</li> <li>Single air conditioning units that draw in fresh air from outside can be used</li> </ul>   | Y<br>Y<br>Y<br>Y<br>Y       | Y<br>Y<br>Y<br>Y<br>Y      |
| Inadequate monitoring of illness and prevalence of COVID19 symptoms.<br><br><b>Parent protocol/letters</b> | Staff<br>Pupils   | Outbreak unidentified leading to spread of the virus | <ul style="list-style-type: none"> <li>All staff informed in staff guide and in training that they must provide reason for illness when reporting absence</li> <li>All pupils informed in parents guide and in form time that they must provide reason for illness</li> <li>Symptoms to report as potentially covid19 as per Public health guidance are clear</li> <li>Protocol in place for recording pupil and staff absence and signposting them or providing them with home testing kit. Protocol also checks on result of test.</li> <li>When a positive test is identified the school will contact local public protection team and provide necessary information as part of track and trace.</li> <li>School will retain copy of all timetables, registers, and staff in close contact for each term.</li> </ul> | Y<br>Y<br>Y<br>Y<br>Y<br>Y  | Y<br>Y<br>Y<br>Y<br>Y<br>Y |
| Staff and pupils concerned about risk of Coronavirus and self-isolating (without any symptoms)             | Staff,<br>pupils. | Loss of education                                    | <ul style="list-style-type: none"> <li>Pupils self isolating will not be penalised for non-attendance</li> <li>Obtain advice from NHS 111 online based on the information provided by them and referring to Public Health and DFE <a href="#">Guidance for Schools</a></li> <li>Staff individual risk assessment completed for staff concerned about risk to support them into work. <b>Generic staff risk assessment carried out, individual risk assessment carried out with staff, as required.</b></li> </ul>   | Y<br>Y<br>Y                 | Y<br>Y<br>Y                |

| Hazard / Risk   | Who is at Risk? | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|---|-----------------|--|--|-----------------------------|----------|
|   |                 |  |  | In Place                    | Adequate |
| Staff refusing to participate with Testing or track and trace   | Staff pupil     | Spread of virus to the rest of the school population resulting in illness/death. | <ul style="list-style-type: none"> <li>In staff guide the school as the employer sets out the expectation that the employee should participate in testing and participate in the track and trace system. <b>Staff protocol</b></li> <li>School to seek advice from HR if they refuse to participate. <b>Staff protocol</b></li> </ul>  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
| Parents refusing to keep pupils off school when requested to self-isolate and test.<br><br><b>Staff protocol/letter</b> | Staff, pupils.  | Spread of virus to the rest of the school population resulting in illness/death. | <ul style="list-style-type: none"> <li>Before starting back in September “parental agreement” in place that sets out the requirement for self-isolation and participation in testing and track and trace.</li> <li>Obtain advice from NHS 111 online based on the information provided by them and referring to Public Health and DFE <a href="#">Guidance for Schools</a></li> <li>Call DFE Helpline 0800 046 8687 or email <a href="mailto:Dfe.coronavirushelpline@education.gov.uk">Dfe.coronavirushelpline@education.gov.uk</a></li> </ul> | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
| School Trips  | Staff, pupils.  | Spread of virus to the rest of the school population resulting in illness/death. | <ul style="list-style-type: none"> <li>School to follow current government advice – No foreign or overnight trips in the UK.</li> <li>Risk assessment process in place for reviewing UK based day trips in Autumn term. <b>None planned in Autumn term</b></li> </ul>  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
| School uniform  | Staff Pupils    | Spread of virus to the rest of the school population resulting in illness/death  | <ul style="list-style-type: none"> <li>Pupils can wear school uniform and they do not need to be cleaned any more often than usual using usual detergents.</li> <li><b>Provide flexibility in uniform for colder months as there will be increased ventilation in classrooms. For example additional layers worn.</b></li> </ul>   | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |
| Pupils with EHCP and Vulnerable pupils  | Pupils          | Unable to attend school and parents then away from critical job                  | <ul style="list-style-type: none"> <li><b>Some pupils with SEND (whether with EHC plans or on SEN support) will be identified for specific help and support when returning to school with the changes.</b></li> <li><b>Where appropriate pupil risk assessment to be updated and shared with staff working with pupil.</b></li> </ul>  | Y                           | Y        |
|   |                 |  |  | Y                           | Y        |

| Hazard / Risk  | Who is at Risk?                             | How can the hazards cause harm?  | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|--|---|--|--|-----------------------------|----------|
|  |   |  |  | In Place                    | Adequate |
| Wrap around care   | Pupils<br>Staff                             | Spread of virus to the rest of the school population resulting in illness/death                                      | <ul style="list-style-type: none"> <li><del>Review wrap around care and reopening this provision – risk assessments reviewed for any third part provider.</del></li> <li><del>Try and keep the “bubbles” the same as the day bubbles but if not limit size and try and maintain consistency.</del></li> <li><del>Parents informed to limit the use of different wrap around care providers.</del></li> </ul>   |                             |          |
| Transport  | Pupils                                      | Spread of virus to the rest of the school population resulting in illness/death                                      | <ul style="list-style-type: none"> <li>Liase with LA and private transport companies to establish new arrangements for “bubbles” to travel together where possible or keep this consistent. <b>In place, coloured lanyards to support maintaining bubbles</b></li> </ul>   | Y                           | Y        |
|  |   |  | <ul style="list-style-type: none"> <li>Establish arrangements for               <ul style="list-style-type: none"> <li>Use of sanitiser upon boarding and/or disembarking</li> <li>Queuing and boarding</li> <li>Distancing vehicles where possible</li> <li>Use of face covering (pupils aged over 11)</li> </ul> </li> </ul>   | Y                           | Y        |
|  |   |  | <ul style="list-style-type: none"> <li>Public transport – work with partners to stagger start time so travel is out of peak hours</li> </ul>   | Y                           | Y        |
| Ineffective Site Management leading to the spread of the virus | Staff, pupils, families of staff and pupils | Building not maintained or checked.<br><br>Insufficient fire safety and legionella management.<br><br>Causing injury | <ul style="list-style-type: none"> <li>Check security of supply chain and contractor service for example catering, cleaning contracts checked and ready to start or upscale again (agree dates). Cleaning products suitable for use on viruses. <b>In place</b></li> <li>Catering provider to follow government guidance on reopening a food business and provide copies of Covid 19 risk assessment. <b>In place</b></li> <li>Review screening requirements for staff at til point etc.</li> <li>Review Planned Preventive Maintenance schedule – what services are due between now and September. <b>In place</b></li> </ul>   | Y                           | Y        |
|  |   |  | <p>Make sure statutory checks are up to date for example boiler servicing. <a href="https://www.hse.gov.uk/news/work-equipment-coronavirus.htm">https://www.hse.gov.uk/news/work-equipment-coronavirus.htm</a> and any mothballed equipment such as kilns or PE equipment is not used until serviced or inspected. <a href="https://www.hse.gov.uk/news/work-equipment-coronavirus.htm">https://www.hse.gov.uk/news/work-equipment-coronavirus.htm</a> <a href="https://www.hse.gov.uk/news/work-equipment-coronavirus.htm">https://www.hse.gov.uk/news/work-equipment-coronavirus.htm</a></p> <ul style="list-style-type: none"> <li>Follow DFE guidance on managing buildings <a href="https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak">https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak</a></li> </ul> | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                             | How can the hazards cause harm?   | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|---|---|---|--|-----------------------------|----------|
|   |   |   |  | In Place                    | Adequate |
|   |   |   | <ul style="list-style-type: none"> <li>Managing contractors - requirements expected from them to follow school social distancing measures – try to organise so outside main school hours.</li> <li>Information on schools' arrangements for managing risk from COVID19 shared with contractors.</li> <li>Legionella – if school building has been fully closed then it will need flushing through.</li> <li>If building has been closed reinstate all site agent checks including weekly fire alarm check.</li> <li>Review building projects planned for summer and beyond. Contractors to provide risk assessments and method statements for their works that include COVID19</li> <li>Schedule an evacuation – fire assembly point reviewed for social distancing. <b>Date TBA</b></li> <li>Review fire wardens to ensure you have enough trained staff.</li> <li>Grounds maintenance contract – arrange for grass cuttings</li> <li>Review building projects planned for the summer holidays.</li> <li>Bins are emptied in classrooms and offices daily. <b>At least</b></li> <li>Sufficient and consistent supplies of cleaning materials suitable for COVID19 and PPE. <b>In place</b></li> </ul> | Y                           | Y        |
| Lack of training on new working arrangements for school | Staff, pupils, families of staff and pupils | Unfamiliar with new working procedures leading lack of social distancing and increasing risk of infection that could lead to injury/illness or death. | <p><b>Training</b><br/>Staff "virtual" Induction back to school <b>September 1<sup>st</sup> '20 and 8<sup>th</sup> March '21 training for all staff</b></p> <p><b>Inform them of the changes to the risk assessment</b></p> <ul style="list-style-type: none"> <li>➤ Inform them of ALL the control measures identified by risk assessment</li> <li>➤ What they need to do to keep themselves safe and their group of pupils safe at school</li> <li>➤ Spotting signs/symptoms for Covid19 for themselves and students</li> <li>➤ Local COVID19 testing station and access to home testing kits as Essential workers</li> <li>➤ <b>Secondary schools – Lateral flow testing arrangements for staff and pupils</b></li> </ul>   | Y                           | Y        |



| Hazard / Risk   | Who is at Risk?                             | How can the hazards cause harm?   | Proposed Control Measures  | Are Control Measures Y/N/NA |          |
|---|---|-----------------------------------|--|-----------------------------|----------|
|   |   |                                   |  | In Place                    | Adequate |
|   |   |                                   | <ul style="list-style-type: none"> <li>➤ Arrangements for face coverings in school (what areas)</li> <li>➤ First aid arrangements</li> <li>➤ Fire evacuation procedure</li> <li>• All staff training to be delivered virtually.</li> </ul> <p>Training for pupils</p> <ul style="list-style-type: none"> <li>• Provide lessons on handwashing for example ebug and this video <a href="https://youtu.be/x3v521MTjio">https://youtu.be/x3v521MTjio</a><br/><a href="#">Promoting good respiratory hygiene “catch it bin it kill it”</a></li> <li>• Update information to parents on symptoms and not sending pupils in with them and new arrangements for the school day. Also include track and trace and agreement to have testing.</li> <li>• consent for lateral flow testing and arrangements for home testing LFT(secondary schools).</li> </ul> <p>Site video to be shared with pupils, parents and staff. New behaviour policy supplemented with risk assessment.</p> | Y                           | Y        |
| First aid and medication and delivering personal care | Staff, pupils, families of staff and pupils | Insufficient first aider coverage | <ul style="list-style-type: none"> <li>• Provide appropriate PPE for first aiders (mask, disposable gloves and disposable aprons) Adequate supplies</li> <li>• Inform first aiders what control measures are in place. <a href="https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/">https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/</a></li> <li>• Sufficient first aiders on site (to be reviewed each day and considered as part of staff rota).</li> <li>• Ensure those pupils in school have up to date medication onsite and their allergen information is also up to date.</li> <li>• Systems in place for checking any menu/ingredient changes (due to food shortages/changes) against pupils with allergens. Catering risk assessment</li> <li>• First aider and those administering medication to maintain social distancing where possible. First aid procedure</li> </ul>                  | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                             | How can the hazards cause harm?  | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|---|---|--|---|-----------------------------|----------|
|   |   |  |   | In Place                    | Adequate |
| <p>Pupils and staff working from home (Parents may choose not to send their pupils to school)</p> <p>Social isolation leading to mental health problems</p> | Staff, pupils, families of staff and pupils | <p>Incorrect/poor work station set up leading to Musculoskeletal conditions</p> <p>Mental health</p> | <p><b>Pupils</b></p> <ul style="list-style-type: none"> <li>There is no legal requirement to provide DSE workstation assessments for pupils but parents should be encouraged to follow good practice.</li> </ul> <p><b>Staff</b></p> <ul style="list-style-type: none"> <li>Staff who working from home – guidance provided on working from home and secure information complying with GDPR.</li> <li>Staff provided with laptop and separate mouse- DSE assessment not required for working at home.</li> <li>Share HSE <a href="#">guidance</a> on working from home. Staff should follow good practice and work from a table.</li> <li>Share Cousins Safety guidance of working at home and ask staff working from home to complete working at home <a href="#">checklist</a></li> <li>Check staff complete the checklist and highlight any issues to you</li> <li>School to consider staff mental health and review communication arrangements with staff. Rather than emails consider a meeting via a platform like Zoom.</li> <li>Pregnant staff– update their pregnancy risk assessment if returning into the office after the 1<sup>st</sup> August.</li> <li>Think about ways to improve mental health from working at home as it can be difficult to separate work from home life.</li> <li>Consider virtual coffee mornings using technology so staff can still feel part of a team</li> <li>Encourage staff to speak to colleagues daily</li> <li>Identify staff that live on their own and ring them daily to make sure they are okay</li> </ul> | Y                           | Y        |
| <p>Stress and mental health</p> <p>Parents and pupils anxious about returning to school</p>   | Staff, pupils, families of staff and pupils | Stress and anxiety leading to loss of sleep and changes in behaviour.                                | <ul style="list-style-type: none"> <li>Clear communication to parents on returning to school and how this will be managed.</li> <li>Recognise that parents and pupils that may have been shielding or those concerned about the comparatively increased risk from COVID 19 including those from Black, Asian, Minority Ethnic or who have certain conditions such as obesity and diabetes and support mechanisms in place to reassure parents and staff.</li> <li>Additional pastoral support provided to pupils.</li> </ul>  | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                             | How can the hazards cause harm?   | Proposed Control Measures   | Are Control Measures Y/N/NA |          |
|---|---|---|---|-----------------------------|----------|
|   |   |   |   | In Place                    | Adequate |
| Staff working long hours delivering face to face as well as setting work for those pupils at home |   | Resulting in time of work/school<br><br>Increase in absenteeism and Presentism      | <ul style="list-style-type: none"> <li>• <a href="#">Schools to link into Government resources including The Wellbeing for Education Return programme and <a href="https://www.gov.uk/guidance/teaching-about-mental-wellbeing">https://www.gov.uk/guidance/teaching-about-mental-wellbeing</a></a></li> <li>• Use of professional resources to share experiences of lockdown with children for example <a href="https://www.weforum.org/agenda/2020/05/11-may-who-briefing/">https://www.weforum.org/agenda/2020/05/11-may-who-briefing/</a></li> <li>• Monitor staff workload between classroom delivery and setting work for pupils at home (those isolating or working from home due to lockdown).</li> <li>• Regular updates to parents on safety measures in place</li> </ul>   | Y                           | Y        |
|   |   |   |   | Y                           | Y        |
|   |   |   |   | Y                           | Y        |
|   |   |   |   | Y                           | Y        |
| Ineffective use of PPE  | Staff, pupils, families of staff and pupils | PPE facemasks become contaminated and source of infection causing illness to wearer | <ul style="list-style-type: none"> <li>• School to follow DFE and WHO guidance that currently does not require schools to provide PPE for staff in general apart from those administering first aid, dealing with a suspected case of COVID19 and personal care.</li> <li>• School to provide and maintain a supply of suitable PPE for staff that are required to use it (Disposable gloves, aprons and face masks, visors).<br/><b>Adequate supply</b></li> <li>• Where Staff and pupils chose to wear their own face covering in school – make this clear that this is a personal choice but not identified by the Government and Public Health England. This could be included as part of an individual risk assessment.</li> <li>• Pupils/staff travelling in by public transport or private transport (over the age of 11 is compulsory) - lidded bin available to dispose of masks on arrival. Plastic bags provided to pupils and staff with face covering.<br/><b>Adequate supply</b></li> <li>• Face covering used for transport to be placed into a plastic bag and stored in pupils/staff own bag. Face coverings are not left handing around anyone's neck.</li> </ul> | Y                           | Y        |
|   |   |   |   | Y                           | Y        |
|   |   |   |   | Y                           | Y        |
|   |   |   |   | Y                           | Y        |
|   |   |   |   | Y                           | Y        |

| Hazard / Risk   | Who is at Risk?                             | How can the hazards cause harm?  | Proposed Control Measures   | Are Control Measures Y/N/NA |                       |
|---|---|--|---|-----------------------------|-----------------------|
|   |   |  |   | In Place                    | Adequate              |
| Supply staff, peripatetic teachers, contractors and visitors, volunteers moving between schools spreading the virus between different schools and bubbles | Staff and pupils                            | Spreading of the virus leading to illness and death  | <ul style="list-style-type: none"> <li>• Visitor and contractor procedures in place to ensure they follow schools arrangements</li> <li>• Visitors and contractor to wear face covering.</li> <li>• Obtain COVID19 risk assessments from key contractors such as catering providers and how they manage deliveries.</li> <li>• Record of all visitors, including contractors to the site for Track and Trace.</li> <li>• All visitors, supply staff and contractors to follow social distancing measures and maintain 2m from staff.</li> </ul> | Y<br>Y<br>Y<br>Y<br>Y       | Y<br>Y<br>Y<br>Y<br>Y |
| Any other hazards:<br>External factors  | Staff, pupils, families of staff and pupils | Cluster of cases reported at one of our neighbouring / feeder schools i.e. not directly involving any staff or students, but impacts on us through families being affected, heightened levels of parental anxiety etc. | <ul style="list-style-type: none"> <li>• At a Borough level there is an almost daily update from Ben Pearson. Local public health arrangements in place.</li> <li>• At a pyramid level in daily communication with the lower and middle schools. Formalizing an agenda of the information shared weekly Zoom meetings focused on positive cases.</li> <li>• Test and tracing</li> </ul>   | Y<br>Y<br>Y                 |                       |

Risk Assessment Action Plan

Following Covid19 Hierarchy of control

| <b>Control measure not yet in place or Additional Control Measures</b><br><i>(to take account of local/individual circumstances including changes such as working practices, equipment, staffing levels).</i> | <b>Action by Whom</b><br><i>(list the name of the person/people who have been designated to conduct actions)</i>      | <b>Action by When</b><br><i>(set timescales for the completion of the actions – remember to prioritise them)</i> | <b>Action Completed</b><br><i>(record the actual date of completion for each action listed)</i> | <b>Residual Risk Rating</b> |
|---|---|--|---|-----------------------------|
|   |   |  |   |                             |
|   |   |  |   |                             |
|   |   |  |   |                             |
| <b>Reviewed by:</b><br><b>Signature:</b>  | <b>COMMENTS:</b><br><i>Record any comments reviewer wishes to make. Including recommendations for future reviews.</i> |  |   |                             |
| <b>PRINT NAME:</b>  |   |  |   |                             |

| RESIDUAL RISK RATING   | ACTION REQUIRED  |
|--|--|
| <b>VERY HIGH (VH) Strong likelihood of fatality / serious injury/illness occurring</b> | <b>The activity must not take place at all.</b><br>You must identify further controls to reduce the risk rating.   |
| <b>HIGH (H) Possibility of fatality/serious injury/illness occurring</b>               | You must identify further controls to reduce the risk rating.<br>Seek further advice, e.g. from your H&S Consultant  |
| <b>MEDIUM (M) Possibility of significant injury or over 7 day absence occurring</b>    | If it is not possible to lower risk further, you will need to consider the risk against the benefit. Monitor risk assessments at this rating more regularly and closely. |
| <b>LOW (L) Possibility of minor injury/illness only</b>                                | No further action required.  |

#### Guidance

Coronavirus what you need to know <https://www.gov.uk/coronavirus>

Schools coronavirus (COVID-19) Operational Guidance

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/964351/Schools\\_coronavirus\\_operational\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf)

Actions for schools during the coronavirus outbreak

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

Education and Childcare <https://www.gov.uk/coronavirus/education-and-childcare>

AfPE Guidance for PE <https://www.afpe.org.uk/physical-education/wp-content/uploads/afPE-Covid-19-FAQs-February-2021.pdf>

Coronavirus (COVID-19): grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events

<https://www.gov.uk/guidance/coronavirus-covid-19-grassroots-sports-guidance-for-safe-provision-including-team-sport-contact-combat-sport-and-organised-sport-events>

Guidance for people who work in performing arts, including arts organisations, venue operators and participants.

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts#arts-6-4>

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

Safer travel guidance for passengers <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

Getting Tested <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

Information for the public: <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

Blog and frequently asked questions: <https://publichealthmatters.blog.gov.uk/category/coronavirus-covid-19/>

Catch it Bin it Kill it poster <https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf>

NHS 111 online <https://111.nhs.uk/covid-19/>

COVID-19: guidance for households with possible coronavirus infection <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Clinically vulnerable people <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

Local Public Health Protection Team <https://www.gov.uk/health-protection-team>

Travel corridors <https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors#countries-territories-and-regions-on-the-travel-corridor-list>

Coronavirus (COVID-19): red list travel ban countries

<https://www.gov.uk/guidance/transport-measures-to-protect-the-uk-from-variant-strains-of-covid-19#travel-bans-to-the-uk---banned-countries>

Local restrictions and Tiers <https://www.gov.uk/guidance/local-restriction-tiers-what-you-need-to-know>

The coronavirus (COVID-19) asymptomatic testing in schools and colleges <https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-in-schools-and-colleges>

Face coverings in education <https://www.gov.uk/government/publications/face-coverings-in-education/face-coverings-in-education>

Guidance and advice on coronavirus (COVID-19) and pregnancy from the Royal College of Gynaecologists. <https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/covid-19-virus-infection-and-pregnancy/>

Coronavirus (COVID-19): advice for pregnant employees

<https://www.gov.uk/government/publications/coronavirus-covid-19-advice-for-pregnant-employees/coronavirus-covid-19-advice-for-pregnant-employees>

COVID-19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding

<https://www.gov.uk/government/publications/covid-19-vaccination-women-of-childbearing-age-currently-pregnant-planning-a-pregnancy-or-breastfeeding/covid-19-vaccination-a-guide-for-women-of-childbearing-age-pregnant-planning-a-pregnancy-or-breastfeeding>

Further guidance on RIDDOR reporting of COVID-19

<https://www.hse.gov.uk/coronavirus/riddor/riddor-reporting-further-guidance.htm>

COVID-19: cleaning in non-healthcare settings outside the home <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Protective measures for holiday and after-school clubs, and other out-of-school settings during the coronavirus (COVID-19) outbreak

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak>

Guidance for [food businesses on coronavirus](#)

Other resources:

<http://schoolwell.co.uk/coronavirus-resources-for-wellbeing-and-mental-health/>