Activity/ Situation	FULL OPENING OF SCHOOL DURING COVID-19 PANDEMIC FROM 8 th MARCH						
Location		Airy Hill Primary School					
Persons at Risk	Pupils 🛛	Empl	oyees⊠	Visitor	s 🛛	Contrac	tors ⊠
HAZARD(S) Note: this list is not exhaustive and <u>must</u> be adapted for your own needs * Contact Between Individuals Not Minimised and Social Distancing Measures Not Followed * Social Distancing Measures Not Followed During Travel to and from School * Inadequate Cleaning/Sanitising * Shared Resources * Spread of Coronavirus to Staff, Pupils and Families, Visitors and Contractors * Site User Becoming Unwell * Site User Developing Symptoms * Inadequate Personal Protection & PPE * Visitors, Contractors & Spread of Coronavirus * Inadequate Personal Protection & PPE * Visitors, Contractors & Spread of Coronavirus * Inadequate Ventilation * Arrangements for Boarding Schools During Pandemic							
CONTROL MEASURES ADDITIONAL INFORMATION YES NO N/A Note: you <u>must</u> amend and adapt this generic risk assessment to suit your own needs by selecting the controls from the examples provided (adding and amending others where necessary) and then evaluate the overall risk for the activity/situation.						examples	
by ensuring that t	e below risks and potential here is no adverse impact o <mark>all pupils should att</mark>	on any partic	ular group of ol. Secon	staff / pupils v	vith protecte	ed characteri	stics
Contact Between	Individuals Not Min	imised a	nd Social	Distancing	Measure	es Not Fo	llowed
the risk of transmis	are in place which re ssion by limiting the n in contact with each o ne group	duces umber other to	bubbles MSAs u close cou Receptíu Staff n	ín class			
each group, and a	a record of pupils and ny close contact that ildren and staff in diff	d staff in takes	 The sch acts as record. M.S.As is records childres with wh 	ool register the main maintain of any n YI-YG nom they en a close	×		

Distinct groups or 'bubbles' that do not mix are maintained which makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate and to keep that number as small as possible	• Class bubbles used	×	
Primary schools may be able to implement groups that are the size of a full class. If that can be achieved, it is recommended, as this will help to reduce the number of people who could be asked to isolate should someone in the group become ill with coronavirus (COVID- 19).	As above	×	
Whatever the size of the group, they are kept apart from other groups and older children are encouraged to keep their distance within their groups	Children in primary school are not asked to socially distance from one another.	\boxtimes	
Schools with the capability to do it should take steps to limit interaction, and the sharing of rooms and social spaces between groups as much as possible	 School hall and dance studio are the only shared spaces. Frequently touched areas are cleaned between. 		
It is recognised that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group		\boxtimes	
Schools keep children in their class groups for the majority of the classroom time, but also allow mixing into wider groups for specialist teaching, wraparound care and transport	 Children separated at breakfast club Interventions used sparsely – records kept 	\boxtimes	
Siblings may be in different groups		X	
Teachers and other staff operate across different classes and year groups in order to facilitate the delivery of the school timetable	A small number of staff work across classes to províde PPA tíme.	X	
Where staff need to move between classes and year groups, they should keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults		\boxtimes	
The number of interactions or changes are minimised wherever possible	Tímetables to be revíewed weekly we relevant staff.	\boxtimes	
Where possible adults maintain a 2 metre distance from each other, and from children		X	
Adults avoid close face to face contact and limit time spent within 1 metre of anyone	Definitions - 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) - proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes either as a one-off contact or added up together over one day) with an infected individual Guidance-for- contacts-of-people- with-possible-or- confirmed- coronavirus-covid-19- infection-who-do-not- live-with-the- person/guidance-for- confirmed- confirmed- coronavirus-covid-19- infection-who-do-not- live-with-the- person/guidance-for- confirmed- coronavirus-covid-19- infection-who-do-not- live-with-the-person		
Educational and care support is provided as normal to pupils who have complex needs or who need close contact care	Thís relates to EHCP chíldren.		
Schools, local authorities, health professionals, regional schools commissioners and other services work together to ensure that children with medical conditions are fully supported, including through the use of individual healthcare plans, so that they may receive an education in line with their peers	Thís does not currently apply to any chíldren ín school.		
Pupils are seated side by side and facing forwards, rather than face to face or side on	This applies partially to Y2 and fully to Y3 upwards.		
Unnecessary furniture has been moved out of classrooms to make more space	where necessary	\boxtimes	
Large gatherings such as assemblies or collective worship with more than one group do not take place			
The timetable and selection of classroom or other learning environment has been used to keep groups apart and reduce movement around the school or building	Movement around school at lunchtime now follows a one way system for children.		

Break times are staggered so that all pupils are not moving around the school at the same time	Yes – half capacity	\boxtimes	
Lunch breaks are staggered	Yes – half capacíty	X	
Numbers of staff using Staff Room are limited or the use of Staff Room is staggered to ensure that staff maintain 2 metres distance from each other	The taping off or removal of chairs may be needed to ensure staff cannot sit within 2 metres of each other. Staff must still have a break of a reasonable length during the day		
Staff meetings take place remotely where possible. Where this is not possible staff meetings take place in a large well ventilated room ensuring 2 metres social distancing at all times	Vírtual staff meetings mainly take place where staff stay in their classrooms and join the meeting.	\boxtimes	
Consideration given to staggered starts or adjusting start and finish times to keep groups apart as they arrive and leave school	Staggered start and finish times are in place.	\boxtimes	
Parents' drop-off and pick-up protocols planned to minimise adult to adult contact	<u>CYPS Bulletín</u>	X	
All parents/carers entering the school premises (and in other congested areas around school premises) wear a face covering in addition to social distancing	Thís has been communicated in newsletters and social media.		
Ensure that you inform those travelling by car that they should wait in their car until the specific drop off time	This will reduce the amount of people assembling in and around the school grounds and will help with social distancing	X	
Ensure that you inform parents to maintain social distancing from others when dropping off and collecting pupils from school	Newsletter and social media used.	\boxtimes	
Parents and pupils are told their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact (for example, which entrance to use, only one adult per family should enter school grounds to drop off or collect)	Newsletter and social medía used.	Ø	
It is made clear to parents that they cannot gather at entrance gates or doors, or enter the site (unless they have a pre-arranged appointment, which should be conducted safely)	Newsletter and socíal medía used.	X	
Educational Visits must not take place at this time		X	
From 8 March, school will work to resume all	Fun Club reopens	\boxtimes	

before and after-school educational activities and wraparound childcare for pupils, where this provision is necessary to support parents to work, attend education and access medical care, and is as part of pupil's wider education and training					
You should advise parents that where they are accessing this provision for their children, that they must only be using this, where: • the provision is being offered as part of the school's educational activities (including catch- up provision) • the provision is as part of their child's efforts to obtain a regulated qualification or meet the entry requirements of an education institution • the use of the provision is reasonably necessary to support them to work, seek work, undertake education or training, attend a medical appointment or address a medical need or attend a support group	As above - fun club has full RA				
School works closely with any external wraparound providers which their pupils may use, to ensure as far as possible, children can be kept in a group with other children from the same bubble they are in during the school day	Thís ís ín place at both breakfast club and fun club				
 Where parents are using external childcare providers or out of school extra-curricular activities for their children, you should also: advise them to limit their use of multiple out-of-school settings providers, and to only use one out-of-school setting in addition to school as far as possible. encourage them to check providers have put in place their own protective measures send them the link to the guidance for parents and carers 	We do not currently have any concerns ín thís area.				
If school premises are hired out for use by external wraparound childcare providers, such as after-school or holiday clubs, school have made sure these organisations have: • considered the relevant government guidance for their sector • put in place protective measures	HT líaíses regularly wíth Fun Club lead.				
Social Distancing Measures Not Followed During Travel to and from School					
Parents and pupils are encouraged to walk or cycle to their education setting where possible	Newsletter and social media	\boxtimes			
Schools, parents and pupils following the government guidance on how to travel safely, when planning their travel on public transport	<u>Safer travel guídance</u> <u>for passengers</u>				
Inadequate Cleaning/Sanitising					
A cleaning schedule that ensures cleaning is generally enhanced and includes more	NYCC schedules used	\boxtimes			

	1			
frequent cleaning of rooms / shared areas that				
are used by different groups is in place				
Frequently touched surfaces, such as toys, books, desks, chairs, doors, sinks, toilets, light	NYCC schedules used	\boxtimes		
switches, bannisters etc. are cleaned more often than normal	'			
Electronic entry systems and keypads are regularly sanitised particularly first thing in the	NYCC schedules used	\boxtimes		
morning and where possible after each use				
Bins for tissues and other rubbish are emptied throughout the day	NYCC schedules used	\boxtimes		
Stocks of cleaning chemicals, liquid soap,				
paper towels, tissues, toilet roll, bin bags etc. regularly checked and additional supplies	NYCC schedules used	\boxtimes		
requested as necessary				
Consideration given to how play equipment is	Each class has own	57	_	_
used ensuring it is appropriately cleaned between groups of children using it	play equipment	\boxtimes		
Outdoor playground equipment should be	Each class has own	\boxtimes		
more frequently cleaned	play equípment			
Shared Resources For individual and very frequently used		Γ	[
equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared	in place	\boxtimes		
Classroom based resources, such as books				
and games, can be used and shared within the bubble; these are cleaned regularly, along	in place	\boxtimes		
with all frequently touched surfaces				
Resources that are shared between classes or				
bubbles, such as sports, art and science	Equiple ant closured on			
equipment should be cleaned frequently and	Equipment shared as	57	_	_
meticulously and always between bubbles, or	líttle as possíble and	\boxtimes		
rotated to allow them to be left unused and out	cleaned if shared.			
of reach for a period of 48 hours (72 hours for				
plastics) between use by different bubbles				
Pupils should limit the amount of equipment they bring into school each day, including				
essentials such as lunch boxes, hats, coats,	In place	\boxtimes		
books, stationery, bags and mobile phones				
(depending on school policy)				
The ability to clean equipment used in the				
delivery of therapies, for example,				
physiotherapy equipment or sensory				
equipment has been assessed and where				
cleaning or disinfecting is not possible or	nla			NZ
practical, resources will be either:	n/a			\boxtimes
restricted to one user				
 left unused for a period of 48 hours (72 hours 				
for plastics) between use by different				
individuals				
Pupils and teachers can take books and other	It is very difficult to		_	
shared resources home, although	adequately clean	\boxtimes		
unnecessary sharing should be avoided,	exercíse books so the			

especially where this does not contribute to pupil education and development. Rules on hand cleaning, cleaning of the resources and rotation apply to these resources Devices/ laptops/tablets etc. that are brought from home to school and back again are	school may need to isolate the books for 48 hours before marking – minimal marking policy in place All staff aware – as little transport as			
cleaned at the start and end of the day	possíble.			
Spread of Coronavirus to Staff, Pupils and F	amilies, Visitors and C	ontracto	rs	
Contact with individuals who are required to self-isolate is minimised by ensuring they do not attend the school	Communicated to all	\boxtimes		
Anybody contacted by NHS Test and Trace or local health protection team and told to self- isolate because they have been a close contact of a positive case, has a legal obligation to do so	Communicated to all	\boxtimes		
 Pupils, staff and other adults must not come into the school if: they have one or more <u>coronavirus (COVID-19) symptoms</u> a member of their household (including someone in their <u>support bubble</u> or <u>childcare bubble</u> if they have one) has coronavirus (COVID-19) symptoms they are required to <u>quarantine having</u> recently visited countries outside the Common <u>Travel Area</u> they have had a positive test 	Communicated to all			
School makes everyone onsite or visiting aware that they must immediately cease to attend and not attend for at least 10 days from the day after: • the start of their symptoms • the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test)	Communicated to all			
The school recognises that if they have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak and will call the dedicated advice service who will escalate the issue to your local health protection team where necessary and advise if any additional action is required	You can reach them by calling the DfE Helpline on 0800 046 8687 and selecting option 1 for advice on the action to take in response to a positive case			
Where a pupil routinely attends more than one setting on a part time basis, for example because they are dual registered at a mainstream school and a special setting, the settings should work through the system of	n/a			

controls collaboratively, enabling them to address any risks identified and allowing them to jointly deliver a broad and balanced curriculum for the pupil. Pupils should be able to continue attending both settings.			
Where individuals are self-isolating and are within the definition of vulnerable, school has put systems in place to keep in contact with them, offer pastoral support, and check they are able to access education support	Attendance and Engagement Lead takes responsibility for this.		
Where schools and colleges are carrying out their own testing regime, they make it clear to staff and pupils that a negative test result does not remove the risk of transmission	In some cases, someone who has tested negative may still have the undetected disease and be infections. It is therefore essential that everyone continues to follow good hygiene and observe social distancing measures whether or not they have been tested		
The advice for pupils who have been confirmed as clinically extremely vulnerable is to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally	You will be able to 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		
CEV staff are advised not to attend the workplace	Staff who are CEV will previously have received a letter from the NHS or their GP telling them this		
Current DHSC guidance, informed by PHE, currently advises that CEV individuals should continue to shield even after they have been vaccinated	Thís may change as we get further data on the effects of vaccination		
Those living with someone who is CEV can still attend work where home-working is not possible and should ensure they maintain good prevention practice in the workplace and home settings	Not currently applicable		
CV staff can continue to attend school. While in school they must follow the system of controls to minimise the risks of transmission	Indívídual RAs ín place	\boxtimes	
Staff who live with those who are CV can attend the workplace but should ensure they	Indívídual RAs ín place	\boxtimes	

maintain good prevention practice in the				
workplace and at home Pregnant women are in the 'clinically				
vulnerable' category				\boxtimes
Whilst pregnant women are at no greater risks				
of catching covid, there is evidence that those				
is later pregnancy are at greater risk of severe				
illness if they contract the virus and may give				
birth pre-term. Therefore, from now on				
pregnant employees in their 3 rd trimester				\boxtimes
should be directed to work from home if they				_
are currently attending a workplace. This				
should happen as soon as possible, and so managers are required to send home any				
pregnant employees who have reached the				
start of their 28 th week of pregnancy				
Pregnant workers in their 3 rd trimester are now				
to be treated in the same way as CEV staff				\boxtimes
Volunteers may be used to support the work	Volunteers work	N 7		
of the school, as would usually be the case	within one class only.	\boxtimes		
Specialists, therapists, clinicians and other	0			
support staff for pupils with SEND provide	Communicated to all	\boxtimes		
interventions as usual				
Where it is necessary to use supply staff and				
peripatetic teachers, those individuals will be				
expected to comply with the school's	Supply teachers very		_	_
arrangements for managing and minimising	rarely used.	\boxtimes		
risk, including taking particular care to minimise contact and maintain as much	0			
distance as possible from other staff				
	They should ensure			
Specialists, therapists, clinicians, support staff	they minimise			
for pupils with SEND, supply teachers,	contact and maintain			
peripatetic teachers or other temporary staff,	as much dístance as	\boxtimes		
can move between settings	possíble from other			
<u>_</u>	staff			
Site User Becoming Unwell				
	Other members of			
	their household			
	(including any			
	síblíngs) should self-			
If anyone in the school becomes unwell with a	ísolate. Their ísolatíon			
new, continuous cough or a high temperature,	period includes the			
or has a loss of, or change in, their normal	day symptoms			
sense of taste or smell (anosmia), they must	started for the first	\boxtimes		
be sent home and advised to follow the	person in their			
guidance which sets out that they must self- isolate for at least 10 days and should <u>arrange</u>	household, or the day			
to have a test to see if they have coronavirus	their test was taken if			
(COVID-19)	they díd not have			
· · · /	symptoms, whether			
	thís was a Lateral			
	Flow Device (LFD) or			
	Polymerase Chain			

	Reaction (PCR) test), and the next 10 full days. If a member of the household starts to display symptoms while self-isolating they will need to restart the 10 day isolation period and book a test		
If a pupil is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the Pupils and with appropriate adult supervision if required. A window should be opened for fresh air ventilation if it is safe to do so	If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people	\boxtimes	
If the pupil needs to go to the toilet while waiting to be collected, they should use a separate toilet if possible. The toilet should be cleaned and disinfected using standard cleaning products before being used by anyone else	Dísabled toílet to be used.		
PPE should be worn by staff caring for the pupil while they await collection if a distance of 2 metres cannot be maintained (such as for a very young pupil or a pupil with complex needs)	See Inadequate Personal Protection & PPE section of this risk assessment	\boxtimes	
In non-residential schools, if a pupil displays coronavirus (COVID-19) symptoms, or has a positive test, while at their school they should avoid using public transport and, wherever possible, be collected by a member of their family or household	Thís will be communicated.	×	
In exceptional circumstances, if parents or carers cannot arrange to have their child collected, if age-appropriate and safe to do so the child should walk, cycle or scoot home following a positive test result	If this is not possible, alternative arrangements may need to be organised by the school. The local authority may be able to help source a suitable vehicle which would provide appropriate protection for the driver, who must be made aware that the individual has tested positive or is displaying symptoms		
In an emergency, call 999 if the pupil is seriously ill or injured or their life is at risk.	Anyone with coronavirus (COVID- 19) symptoms should not visit the GP,	\boxtimes	

r				
	pharmacy, urgent			
	care centre or a			
	hospítal			
Any member of staff who has provided close				
contact care to someone with symptoms,				
even while wearing PPE, and all other				
members of staff or pupils who have been in				
close contact with that person with symptoms,				
even if wearing a face covering, do not need				
to go home to self-isolate unless:				
0				
 the symptomatic person subsequently tests positive 				
tests positive	Nation		_	_
 they develop symptoms themselves (in 	Noted.	\boxtimes		
which case, they should arrange to				
have a test)				
 they are requested to do so by NHS 				
Test and Trace or the PHE advice				
service (or PHE local health protection				
team if escalated)				
 they have tested positive from an LFD 				
test as part of a community or worker				
programme				
Everyone must wash their hands thoroughly				
for 20 seconds with soap and running water or			_	_
use hand sanitiser after any contact with	in place	\boxtimes		
someone who is unwell				
The area around the person with symptoms	OOME TO ALARY THE			
must be cleaned with normal household	COVID-19: cleaning	_	_	_
disinfectant after they have left to reduce the	<u>of non-healthcare</u>	\boxtimes		
risk of passing the infection on to other people	<u>settings guidance</u>			
······································				
Site User Developing Symptoms				
one over beveloping cymptoms				
Schools must ensure that staff members and	The advice service (or			
parents/carers understand that they will need	PHE local health			
to be ready and willing to <u>book a test</u> if they	protection team if			
are displaying symptoms. The main symptoms	escalated) will provide			
are a high temperature, a new continuous	definitive advice on			
cough and/or a loss or change to your sense	who must be sent			
of smell or taste. Staff and pupils must not	home. A template	\boxtimes		
come into the school if they have symptoms,	letter will be provided			_
and must be sent home to self-isolate if they	to schools, on the			
develop them in school. All children can be	advice of the health			
tested if they have symptoms, including	1			
children under 5, but children aged 11 and	protection team, to			
under will need to be helped by their parents	send to parents and			
or carers if using a home testing kit	staff if needed			
School have received an initial supply of 10				
home test kits and information about how to	School has a	\boxtimes		
order to replenish this supply when they are	sufficient supply.			
running out				
	The test kits sent to			
School determines how to prioritise the	schools are provided to			
distribution of their test kits in order to	be used in the			
minimise the impact of the virus on the				
•	EXCEPTIONAL			
education of their pupils.	exceptional circumstance that an			

	individual becomes symptomatic and schools believe they may have barriers to			
	accessing testing elsewhere. These kits can be			
	given directly to staff or parents and carers collecting a child who has developed			
	symptoms at school. In particular, these tests kits will also help ensure that			
	symptomatic staff can also get a test and if they test negative, can return			
	to work as soon as they no longer have symptoms of coronavírus (COVID-			
	19). Further information is provided in our guidance <u>Coronavirus</u>			
	<u>(COVID-19): test kíts</u> <u>for schools and FE</u> <u>províders</u> .			
The asymptomatic testing programme does not replace the current testing policy for those with symptoms. Anyone with symptoms (even if they recently had a negative LFD test result), should still self-isolate immediately according to government guidelines	All staff aware			
Those with symptoms are expected to order a test online or visit a test site to take a lab- based polymerase chain reaction (PCR) test to check if they have the virus	All staff aware	×		
Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace	All made aware			
Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to <u>self-isolate</u> if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)	Household members of those contacts who are sent home do not need to self-ísolate themselves unless the chíld, young person or staff member who ís self-ísolatíng			
		1	1	

	autor autor the day alors		
	subsequently develops symptoms		
Parents and staff are asked to inform the school immediately of the results of a test	Schools must not share the names or details of people with coronavirus (COVID- 19) unless essential to protect others		
If someone with symptoms tests negative for coronavirus (COVID-19), then they need should stay at home until they are recovered as usual from their illness but can safely return thereafter. The only exception to return following a negative test result is where an individual is separately identified as a close contact of a confirmed case, when they will need to self-isolate for 10 days from the date of that contact	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		
Someone who is self-isolating because they have been in close contact with someone who has tested positive for coronavirus (COVID- 19) starts to feel unwell and gets a test for coronavirus themselves, and the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period	Thís ís because they could stíll develop coronavírus (COVID- 19) wíthín the remaíníng days		
If someone with symptoms tests positive, they should follow the <u>'stay at home: guidance for</u> <u>households with possible or confirmed</u> <u>coronavirus (COVID-19) infection'</u> and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should continue to self-isolate until their temperature returns to normal. Other members of their household should all self-isolate for the full 10 days			
Schools send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious	Close contact means: - dírect 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		

skiw) - proximity contacts - extended close centration in the state devices centration in the state devices centration in the state is accordinated in the state in the state		contact (skín-to-			
- proximity dowlades - extender close sourcet (within a to 2 metres for more than a 5 mituaces) with an infected individual Image: close sourcet (within a to 2 metres for more than a 5 mituaces) with an infected individual School must take swift action when they become aware that someone who has attended has tested positive for coronavirus and must contact the decidered advice source to applicible motoced by Public Health England (PHE) and delivered by the NHS Business Services Authority Market Someone with as source to applicible east sector power to applicible east sector power to applicible east sector power to applicible east sector power to applicible east sector applicible east sector east for applicible east sector east for applicible east sector applicible east sector applicible east sector applicible east for applicible east sector east for applicib					
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Risk assessments for pupils with complex needs that may struggle to maintain as good respiratory hygiene as their peers, for example those who spit uncontrollably or use saliva as a sensory stimulant, have been updated in order to support these pupils and the staff working with them	Systems already in place and tested.		
Hands are washed with liquid soap & water for a minimum of 20 seconds	Systems already in place and tested.	\boxtimes	
The school has considered whether they have enough hand washing or hand sanitiser 'stations' available so that all pupils and staff can clean their hands regularly	Systems already in place and tested.	X	
Alcohol based hand cleansers/gels can only be used if soap and water are not available, but is not a substitute for hand washing. Such gels MUST ONLY BE USED UNDER CLOSE SUPERVISION. In normal circumstances pupils should not be using alcohol based hand cleansers because of the risk of ingestion	These are in open areas and used under supervision only.	\boxtimes	
School has embedded hand washing routines into school culture, supported by behaviour expectations to help ensure younger pupils and those with complex needs understand the need to follow them	Systems already in place and tested.		
The 'catch it, bin it, kill it' approach is very important and is promoted	CAATCCH IT Tusues and use them to catch you? Image: Comparison of the series o		
Disposable tissues are available in each room for both staff and pupil use	Systems already in place and tested.	X	
Bins (ideally lidded pedal bins) for tissues are available in each room	Systems already in place and tested.	X	
School has embedded the 'catch it, bin it, kill it' approach to ensure younger pupils and those with complex needs get this right, and that all pupils understand that this is now part of how the school operates	Systems already in place and tested.	×	
Inadequate Personal Protection & PPE			
Adults (staff and visitors) in Primary schools DO wear face coverings in areas outside of the classroom	Communicated to all		

Children in Primary schools do not need to	Communicated to all		
wear a face covering Transparent face coverings can also be worn,			
but only to assist communication with someone who relies on lip reading, clear sound or facial expression to communicate	Communicated to all		
Face visors or shields are not routinely worn as an alternative to face coverings	Communicated to all		
Face coverings do not need to be worn by			\boxtimes
pupils when outdoors on the premises Those who rely on visual signals for communication, or communicate with or provide support to such individuals, are currently exempt from any requirement to wear face coverings in schools or in public places			
Pupils are instructed to: • not touch the front of their face covering during use or when removing it • dispose of temporary face coverings in a 'black bag' waste bin (not recycling bin) • place reusable face coverings in a plastic bag they can take home with them • wash their hands again before heading to their classroom	Communicated to all		
Clear instructions are provided to staff and pupils on how to put on, remove, store and dispose of face coverings, to avoid inadvertently increasing the risks of transmission	Communicated to all	\boxtimes	
Safe wearing of face coverings requires cleaning of hands before and after touching – including to remove or put them on – and the safe storage of them in individual, sealable plastic bags between use	Communicated to all	\boxtimes	
Where a face covering becomes damp, it should not be worn and the face covering should be replaced carefully	Staff and pupils may consider bringing a spare face covering to wear if their face covering becomes damp during the day	\boxtimes	
Where anybody is struggling to access a face covering, or where they are unable to use their face covering due to having forgotten it or it having become soiled or unsafe, the school has taken steps to have a small contingency supply available to meet such needs	Communicated to all		
School has a process for when face coverings are worn within the school and how they should be removed	This procedure should be communicated clearly to pupils and staff	⊠	
Adjustments to be made for pupils with SEND who may be distressed if required to remove a face covering against their wishes			
PPE will need to be worn by a member of staff if a pupil becomes unwell with symptoms of	<u>safe working in</u> <u>education, childcare</u>		

coronavirus while in their setting and needs direct personal care until they can return home. A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the pupil is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be	<u>and children's social</u> <u>care</u>		
worn PPE for coronavirus (COVID-19) is required			
when performing <u>aerosol generating</u> procedures (AGPs)			\boxtimes
When working with children and young people who cough, spit or vomit but do not have coronavirus (COVID-19) symptoms, only any PPE that would be routinely worn, is worn			
Visitors, Contractors & Spread of Coronavir	JS		
All visitors and contractors must make pre- arranged appointments or they will not be allowed on site	Communicated to all		
School ensures site guidance on physical distancing and hygiene is explained to visitors and contractors on or before arrival	Communicated to all	\boxtimes	
Where visits can happen outside of school	Communicated to all	X	
hours, they are arranged as such Contractors to attend by agreement only after school have satisfied themselves that it is necessary for the visit to take place at that time and that all required controls are in place to allow the work to continue safely	Communicated to all		
Contractors to provide updated risk assessment prior to visit which includes their own controls round infection spread prevention	Times of visits may need to be adapted to take in to account the ability to maintain appropriate social distancing measures and availability of resources to effectively clean following the visits		
As normal, school engages with their local immunisation providers to provide immunisation programmes on site, ensuring these are delivered in keeping with the school's control measures	These programmes are essentíal for chíldren's health and wellbeíng		
A record is kept of all visitors with sufficient detail to support rapid contact tracing if required by NHS Test and Trace.	Communicated to all		
Inadequate Ventilation			

Occupied spaces must always be well ventilated and a comfortable teaching environment maintained	This can be achieved by a variety of measures including: mechanical ventilation systems – these should be adjusted to increase the ventilation rate wherever possible, and checked to confirm that normal operation meets current guidance (if possible, systems should be adjusted to full fresh air or, if not, then systems should be operated as normal as long as they are within a single room and supplemented by an outdoor air supply)		
Ventilate spaces with outdoor air	Natural ventilation – if necessary external opening doors may also be used provided this doesn't compromise safeguarding measures		
Where possible, occupied room windows should be open		\boxtimes	
Switch air handling units with recirculation to 100% outdoor air where this is not possible, systems are operated as normal	Further advice on this can be found in Health and Safety Executive guidance on <u>air conditioning and</u> <u>ventilation during the</u> <u>coronavirus outbreak</u> and <u>CIBSE</u> <u>coronavirus (COVID-</u> <u>19) advice</u> .		X
Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and assist with creating a throughput of air	Fire doors must not be propped open unless they have a self- closing hold open device fitted		
In cold weather where the school heating system is activated, windows are open to provide trickle ventilation rather than being fully open	natural ventílatíon – openíng wíndows (in cooler weather wíndows should be		

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Is activity still ac	cceptable with this level of risk	?		Yes ⊠	No 🗆
If no, has this be	een escalated to senior leader	rship team?		Yes 🛛	No 🗆
Assessor(s): Position(s):	C. Matthewman Headteacher	Signature(s):	C. N	latthewman	
Date:	26/2/2021	Review Date:		9/4/202	1

Distribution: School Governors, Staff, CEO, School website

Risk rating	Action
HIGH	Urgently review/add controls & monitor, notify H&S Team (if Likely or Highly Likely – stop work, seek competent advice)
MEDIUM	Review/add controls (as far as reasonably practicable) & monitor
LOW	Monitor control measures

