


Over-arching Risk	Assessed risk if no actions taken	Controls in place	Considering controls in place, current risk level assessed by Headteacher	Further key actions to be taken and by when	Assessment agreed by trust ELT and date
Risk that Woodloes Primary School does not comply with the DfE's "Schools covid-19 operational guidance" from 19 July 2021	Medium	See Key Risk assessments below	Low	<ul style="list-style-type: none"> Plans to be shared and discussed with all staff before the start of term. Implementation to be actively monitored by SLT. 	 20 August 2021

Key Risks	Assessed risk if no actions taken	Requirement	Controls in place	Considering controls in place, current risk level assessed by Headteacher	Further key actions to be taken and by when
1. Risk that individuals in school do not practice good respiratory hygiene	Medium	Must	See Individual risk assessments below	Low	See Individual risk assessments below
2. Risk that the cleaning regime in school is not in line with DfE guidance	Medium	Must	See Individual risk assessments below	Low	See Individual risk assessments below
3. Risk that occupied spaces are not kept well ventilated	Medium	Must	See Individual risk assessments below	Low	See Individual risk assessments below
4. Risk that school does not follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.	Medium	Must	See Individual risk assessments below	Low	See Individual risk assessments below
5. Risk that school does not have an Outbreak Management Plan that complies with public health guidelines and the contingency framework	High	Should	See Individual risk assessments below	Low	See Individual risk assessments below

Key risk 1: Risk that individuals in school do not practice good respiratory hygiene including handwashing				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Facilities for 'catch it, bin it, kill it' such as supplies of tissues, bins and bags are not in place	Medium	<ul style="list-style-type: none"> Robust routines already exist and will continue SLT ensure expectations are revisited with all staff and pupils at the start of term Monitor stock and re-order as required 	Low	<ul style="list-style-type: none"> Review the operational plan with staff before the start of term. Circulate the risk assessment to all staff. Revisit expectations with all pupils in assembly
Facilities for handwashing/sanitising are not in place	Medium	<ul style="list-style-type: none"> Robust routines already exist and will continue SLT ensure expectations are revisited with all staff and pupils at the start of term SLT monitor stock and re-orders as required 	Low	<ul style="list-style-type: none"> Review the operational plan with staff before the start of term. Circulate the risk assessment to all staff. Revisit expectations with all pupils in assembly
Pupils, staff and visitors do not make use of provided facilities in line with DfE guidance	High	<ul style="list-style-type: none"> Routines and expectations will be revisited with all staff and pupils at the start of term All visitors receive a pre-visit briefing from the admin team on arrival before entering the building All routines will be actively monitored by members of SLT 	Low	<ul style="list-style-type: none"> All routines will be actively monitored by members of SLT

Key risk 2: Risk that the cleaning regime in school is not in line with DfE guidance				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Regular cleaning in line with PHE guidance is not in place	Medium	<ul style="list-style-type: none"> Enhanced cleaning routines are already established 	Low	<ul style="list-style-type: none"> DHT to conduct cleaning checks fortnightly and meet

		<ul style="list-style-type: none"> • DHT meet with site manager to agree expectations and support the implementation of the plan • Site manager to monitor stock levels and re-order as required 		with the site manager to support the maintenance of agreed standards
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Key risk 3: Risk that occupied spaces are not kept well ventilated				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
School is not kept well ventilated in line with HSE guidance .	Medium	<ul style="list-style-type: none"> • Staff keep windows open maintaining a good level of ventilation and comfort (temp) • Internal doors remain open where it is safe to do so (safeguarding/ security etc) • Classrooms thoroughly ventilated between lessons (doors and windows open) • Offices well ventilated and are vacated / ventilated on an agreed schedule during the day 	Low	<ul style="list-style-type: none"> • Review the operational plan with staff before the start of term. • Circulate the risk assessment to all staff.

Key risk 4: Risk that school does not follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Children, staff or visitors attend school when they should be self-isolating in line with Public Health England guidance	High	<ul style="list-style-type: none"> • Expectations clearly communicated to all stakeholders • In keeping with our current routines, no one will be allowed to attend school if they are unwell • Anyone experiencing any symptoms, however mild, will not be allowed to attend school • The admin team will complete checks with any visitors to school and reinforce expectations if there are enquiries 	Low	<ul style="list-style-type: none"> • Expectations will be clearly communicated to all stakeholders before the start of term • Messaging will frequently reinforce expectations across the school community • SLT will send staff or children home if any concerns arise that could compromise the safety of others
Where a potential case of covid-19 is identified in school it is not dealt with in line with DfE guidance	Medium	<ul style="list-style-type: none"> • Procedures for dealing with an identified case will be clarified to all staff • Cases will be managed by a member of SLT in conjunction with other appropriate members of staff 	Low	<ul style="list-style-type: none"> • Procedures and case management reviewed by SLT to ensure compliance with DfE guidance
Staff and secondary pupils do not continue to carry out voluntary term-time twice weekly lateral flow device tests and report results.	Medium	<ul style="list-style-type: none"> • All staff will be encouraged to test twice weekly • Good stocks of LFD tests will be maintained by the school and made available to staff 	Low	<ul style="list-style-type: none"> • Positive messaging and encouragement • Continue to follow PH guidelines

Staff or pupils with a positive lateral flow device test result do not self-isolate and follow up with a confirmatory PCR test.	Medium	<ul style="list-style-type: none"> Expectations and procedures are revisited and clearly understood by all stakeholders 	Low	
Staff, parents or carers do not inform the school if they or household member has a positive test for Covid-19 requiring them to self-isolate	High	<ul style="list-style-type: none"> Expectations and procedures are revisited and clearly understood by all stakeholders A culture of vigilance will continue to be promoted SLT will send staff or children home if any concerns arise that could compromise the safety of others 	Low	<ul style="list-style-type: none"> Expectations will be clearly communicated to all stakeholders before the start of term Messaging will frequently reinforce expectations across the school community

Key risk 5: Risk that school does not have an Outbreak Management Plan that complies with public health guidelines				
Sub-risk	Assessed risk if no actions taken	Controls in place (refer to school plan)	Considering controls in place, current assessed risk level	Further key actions to be taken and by when
Outbreak Management Plan in line with contingency framework is not in place for occasions where school has	High	<ul style="list-style-type: none"> Existing operational plans that are in line with the DfE Contingency Framework will be reinstated if required 	Low	<ul style="list-style-type: none"> Spring term 21 and Summer term 21 operational plans and risk assessments checked with Contingency Framework

several confirmed cases within a 14 day period				and used as the Outbreak Management Plan (OMP)
Outbreak Management Plan does not include possibility of re-introducing “bubbles”	Medium	<ul style="list-style-type: none"> The OMP includes the reintroduction of ‘bubbles’ 	Low	
Outbreak Management Plan does not include possibility of re-introducing the safe wearing of facemasks	Medium	<ul style="list-style-type: none"> The OMP includes provision for the safe wearing of facemasks 	Low	
For Secondary Schools Outbreak Management plan does not include possibility of reintroducing Asymptomatic Testing Sites	Medium	N/A	Low	

Resources

Government guidance:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999689/Schools_guidance_Step_4_update_FINAL.pdf

Risk matrix:

		LIKELIHOOD				
		VERY UNLIKELY	UNLIKELY	LIKELY	HIGH LIKELY	ALMOST CERTAIN
SEVERITY	NEGLIGIBLE	LOW	LOW	LOW	LOW	LOW
	MINOR	LOW	LOW	LOW	MEDIUM	MEDIUM
	SERIOUS	LOW	MEDIUM	MEDIUM	MEDIUM	HIGH
	SEVERE	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	VERY SEVERE	MEDIUM	MEDIUM	HIGH	HIGH	HIGH