



General Details

Assessor	Charlotte Smith
Assessment Date	05/09/2021
Assigned Reviewer	Charlotte Smith
Next Review Date	06/12/2021

Associated with specific area

Aspire Academy Trust Head Office > Primary > St Stephen Churchtown Academy

Assessment Title	Covid-19 Controls (from September 2021)
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Assessment Description

Covid - 19, controls to mitigate the risk of transmitting covid in schools



Overall Current Risk









Persons Affected


-  Cleaners
-  Contractors
-  Kitchen Staff
-  Lone Workers
-  Members of the Public
-  Pregnant Staff
-  Pupils
-  Site Management Staff
-  Staff
-  Tenant
-  Visitors / Public
-  Volunteers

Hazards

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
 Infection Spread of Covid-19	Possible	Minor	Low 	Hands must be washed for at least 20 seconds (or sanitiser used if soap and water is not available) on entering the school, before and after eating, after coughing or sneezing and whenever contact with others has taken place. Hand hygiene posters to be displayed in key areas. Coughs and sneezes must be caught in a tissue or the crook of your arm, catch it, bin it,

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
				<p>kill it.</p> <p>You must not enter or allow others to enter who are displaying symptoms.</p> <p>Anyone who develops symptoms whilst on site will be sent home and reminded of the need for isolation.</p> <p>PPE is only required if pupils/staff are symptomatic in school or during intimate care settings.</p> <p>Doors can be propped open where safe to do so but these MUST be closed at night, when the room is unoccupied and when the fire alarm sounds to contain any fire or smoke spread.</p> <p>Open windows and doors where available to aid ventilation.</p> <p>Regular cleaning of shared areas such as staff rooms and meeting rooms.</p> <p>Aspire cleaning contractor will provide a daily covid clean.</p>
<p> Access / Egress Risk of Covid-19 transmission</p>	Unlikely	Minor	<p>Low </p>	Ensure hands are sanitised before using ipad to sign in or out.
<p> Pupils Risk of infection transmission in schools</p>	Possible	Minor	<p>Low </p>	<p>Remind pupils of the need to stay at home if displaying symptoms.</p> <p>Any pupils arriving to school with symptoms or developing symptoms on site will be sent home.</p> <p>Pupils in isolation will be provided with remote learning.</p> <p>All pupils to frequently wash hands throughout the day with help for younger pupils as required.</p> <p>ALL positive cases (staff and pupils) to be reported to the H&S Team for outbreak management.</p> <p>Staff to continue using LFT's twice weekly.</p>
<p> Biological Risks of infection transmission from people displaying symptoms.</p>	Possible	Minor	<p>Low </p>	<p>All staff or pupils displaying symptoms of Covid-19 must be sent home.</p> <p>If pupils develop symptoms whilst on site then they must be isolated, ideally in a separate room behind a closed door (bottom block end room, top block PPA room) with a staff member as appropriate or kept 2 m from others. Windows should be opened for ventilation. The room will need to be cleaned after occupation. Covid-19 PPE may be required.</p> <p>Should the pupil need the toilet then a separate toilet should be used if possible and cleaned thoroughly after use.</p> <p>Any staff members who have helped the pupil will only need to go home if they begin to display symptoms.</p> <p>Hand sanitiser will be provided where hand washing facilities are not available.</p> <p>Aspire Outbreak Management Plan in place which may include reverting to bubbles in school and mask wearing in communal areas if required, in consultation with Public Health England.</p>

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
 Welfare Risk to mental health and wellbeing	Possible	Minor	Low 	Mental health and wellbeing awareness will be promoted to all staff. Well being champions to promote in addition to this. Regular communication with all staff members whether at school or working from home. Specific advice for individuals regarding returning or continuing at work will be provided by the HR or H&S teams. Time for all children to reflect on their own mental health and well being awareness through in school sessions.
 Equipment Use Lack of cleaning or PPE supplies.	Unlikely	Minor	Low 	All stock of cleaning and sanitising products must be regularly reviewed. Requests for further stock must be notified to the health and safety team. Emergency PPE has been supplied to each setting in case of any Covid -19 infection. Extra lunchtime cleaning of toilets via contractors may be implemented for Infants.
 Food Hygiene Virus transmission during food service	Unlikely	Minor	Low 	Normal food hygiene procedures should be followed. Staff to wash hands before and after preparing food.
 Fire Safety Risk of injury and property damage from fire.	Possible	Minor	Low 	All staff must be made aware of a suitable route to enable egress from the building in a controlled manner. Children and staff to practise via fire drill. Regular testing of fire alarms. Please contact H&S Team if you need advice with this. PEEPS will need to be in place for any pupils or staff that require them. All doors and windows must be closed on exit of the building during a fire evacuation. Key staff to be made aware of how the fire panel works as Site Managers may not be available. All exits to be regularly checked as clear and accessible.

 Assessment Acceptance

Name	Job Title	Signature	Date
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