

Assessment: 11.01.2021

Draft Model Risk Assessment for Schools Re-Opening after Covid-19 Closure

Assessed by: Safety Health & Wellbeing Team

Section: Schools

Review dates: as dictated by issuing of new Government guidance

To address the possibility of being infected with or transmitting Covid-19 during all of a school's activity. Current Government advice (as of 15.5.20) states: The virus that causes Covid-19 is mainly transmitted through droplets generated when an infected person coughs sneezes or speaks. These droplets are too heavy to hang in the air. They quickly fall on floors or surfaces. The advice for schools, colleges and childcare settings is to follow steps on [social distancing, handwashing and other hygiene measures](#), and [cleaning](#) of surfaces. Government guidance is based on their findings that:

- severity of disease in children – there is high scientific confidence that children of all ages have less severe symptoms than adults if they contract coronavirus
- the age of children – there is moderately high scientific confidence that younger children are less likely to become unwell if infected with coronavirus
- numbers of children going back – which needs to be limited initially then increased gradually as the science permits
- systems to reduce the size of the groups coming into contact with each other – such as smaller class sizes spread out across settings

All Headteachers must have completed a Manager's Checklist <http://intranet.bcc.lan/cem/content/articles/people/health-wellbeing-work/managers-checklist-covid-19.en> and returned this to the Safety Health and Wellbeing Team, read and disseminated the guidance from BCC and used the dynamic risk assessment template for home visits.

All schools should have completed Bristol City Council CHaSMS. All changes and risk assessments should be Equality Impact Assessed and proper consideration should be given for protected characteristics. [CHaSMS submitted online 22nd May 2020 by Melanie Bunce](#)

All pupils and their parents/ carers will need to be informed and reassured of the measures in place to control the possibility of infection with or transmission of Covid-19. The changes implemented should be Equality Impact Assessed and proper consideration given for protected characteristics.
[Initial letter sent on the 20th May 2020 Letters will be sent to all families with children Bubbles regards mitigations required for attending on the 3rd June 2020 and the 5th June 2020 ahead of the opening of Bubble A and Bubble B on Monday 8th June 2020 Newsletters, letters and film distributed prior to the 17th July and in September 2020, Individual phone calls to any family not attending on the 2nd November to ask their view on safety and any requests for further mitigations.](#)

IMPORTANT: If you or someone in your home has a symptoms of Covid-19 (high temperature or a new, continuous cough) STAY AT HOME and CALL 111 or <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>

[Green indicates Risk Mitigated](#)

[Amber indicates mitigates need close monitoring to assess impact](#)

[Red indicates mitigations need to be operational prior to the widening of the school to more children- target date of Monday 8th June](#)

Updates in July and August 2020 will be in bold and will be RAG rated along with notes of mitigations- target date for all children and staff (except those shielding) on site Thursday 3rd September 2020.

Updates in January 2021 are in bold along with notes for mitigation. The school is closed on Monday 4th and Tuesday 5th January for staff training.

SECTION 1- Identifying Hazards and Existing Precautions

What is the Task/Activity or Workplace Environment You Are Assessing?	What Hazards Are Present or May Be Generated?	Who is affected or exposed to hazards?	What is the Potential Severity of Harm (Risk Rating Matrix Table 1)?	What Precautions are Already in Place to Either Eliminate or Reduce The Risk of an Accident Happening (Existing Controls)?	What is the Likelihood of harm occurring? (Risk Rating Matrix Table 1)?	What is The Risk Rating (See Note Below & Risk Rating Matrix Table 2)
School buildings	Buildings and systems e.g. heating & water systems not functioning safely after period of closure	Staff pupils, visitors	serious	<p>Government guidelines https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak</p> <p>Our building has been in use since the 20th March and therefore these are not issues for the majority of our building.</p> <p>The Elliot building to be opened at least a week before staff and children utilise it and all systems checked to be functioning. Weekly checks have been continuing throughout the period the building has not been in use.</p> <p>Enquiry room (Scorpius class 2020-2021) taps will be run in July 2020 and August 2020 Completed</p>	possible	<p>Medium</p> <p>Mitigations reduce to low</p> <p>Sustained as low</p>
Travel to and from schools	<p>1. Potential for infection with Covid-19 by being in close (under 2m) proximity to an infected person who projects virus through airborne droplet transmission (e.g. cough) or by transferring virus from a surface to inside body</p> <p>2. Infecting others, as above</p>	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government Guidance https://www.gov.uk/guidance/coronavirus-covid-19-uk-transport-and-travel-advice</p> <p>All staff have masks available to enable safe travel on public transport</p> <p>Secure facilities for bikes are available</p> <p>Adequate car parking is available</p> <p>The local R number will be monitored and we will seek information on local infection rates</p> <p>Staff will be briefed on the necessity to wash hands on arrival at site.</p> <p>Advice on changing on return to home and handwashing/showering will be shared with all staff</p> <p>Staff not on site previously will be briefed during their last week term 6 visit and at September INSET days on the 1st and 2nd September. Completed</p>	possible	<p>High</p> <p>Mitigations reduce to low when the R level locally is well below 1</p> <p>Sustained as low</p>

Staffing allocation	As 1 and 2 above	Staff, pupils, visitors	major	<p>Current DfE advice https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>Audit of available staff completed by 18th May has established that there are safe staff ratios to open Bubble A (Alpha) , Bubble B (Beta and Delta) and maintain the Admin bubble (Omega). Each staff bubble will socially distance from the other bubbles. Only the Forever Sport coach (Wednesday) and senior leaders/carotaker and cleaners (if required) will move between the bubbles. Raph Burke will visit Delta on Fridays between 2.00pm-3.00pm.</p> <p>Individual staff risk assessments will be completed by Tuesday 2nd June 2020. Completed and reviewed by SLT 4th June 2020. Mitigations in place. Revisited in June 2020 and ahead of September 2020.</p> <p>Unless more staff can return to the site there is limited capacity to move to 4 bubbles in term 6.</p> <p>If Covid-19 is identified within school it will close for 14 days- follow current agreed guidance.</p> <p>If Covid-19 is identified in the Admin bubble the school will close for 14 days: Public health guidance received and may replace this approach if advised and safe.</p> <p>In the event of prolonged staff absence the risk assessment will be revisited and a strategic reorganisation of the Bubble structure may take place. Staff will not be moved to address short term absence but may move to support a restructure</p> <p>Introduction of 4 classes Leo YR/Y1 (in Alpha), Taurus (Y2/Y3) in Beta, Aries (Y4/Y5) in Delta and Scorpius in the enquiry room.</p> <p>Forever Sport Taurus and Aries ½ a day (Wednes) and Raph, Burke Scorpius (Fri) Established</p> <p>Following review of staffing in term 1 the school moved in November 2020 to a recommendation to minimise adult social contact but accept that management of the school requires staff to move between the classes.</p> <p>Breakfast Club Mon and Tues opening 9th November</p> <p>Outdoor Project Club (Aries) opening with support from</p>	possible	<p>High</p> <p>Mitigations reduce the risk to low. unless in orange indicating medium</p> <p>Expansion of provision beyond these bubbles will increase the risk without further mitigation.</p> <p>Sustained as low-unless in orange</p>
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				<p>Giorgos Georgiou EAL Clubs commencing with various children Vicky Warner</p> <p>Following a staffing review on 4th January 2021, in light of NEU action, the school has closed to pupils, other than those who are vulnerable or those who are the children of key workers, to ensure safe staff ratios. This is for the week beginning the 4th January. There are safe staff ratios to open three bubbles – Leo, Taurus/Aries and Scorpius. Taurus and Aries will form one bubble but have access to two classrooms. Staff have been allocated to each bubble and will socially distance from the other bubbles. Bristol Sport coaches will continue to work with those pupils attending from Taurus and Aries on a Wednesday afternoon. Raph Burke will continue to work with Scorpius on a Friday afternoon.</p> <p>Where possible, senior leaders and the inclusion team will be allocated a bubble but some movement between bubbles is possible for these members of staff.</p> <p>Due to the government announcement on Monday 4th January 2021, the school is closed to all pupils, other than those who are vulnerable or those of key workers. There are safe staff ratios to open three class groups – Leo, Taurus/Aries and Scorpius. Taurus and Aries will form one class group but have access to two classrooms. Staff have been allocated to each class group and will socially distance from the other bubbles. Bristol Sport coaches will continue to work with those pupils attending from Taurus and Aries on a Wednesday afternoon. Raph Burke will continue to work with Scorpius on a Friday afternoon. Rowan Hibbett from the Outdoors Project will work with Taurus/Aries one afternoon per week.</p> <p>Where possible, senior leaders and the inclusion team will be allocated a class group but some movement between class groups is possible for these members of staff.</p>		<p>indicating medium</p> <p>Mitigations reduce the risk to low, unless in orange indicating medium.</p> <p>Mitigations reduce the risk to low, unless in orange indicating medium.</p>
Poor hygiene	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing good practices and Government advice https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings Adults https://coronavirusresources.phe.gov.uk/hand-</p>	possible	High

				<p>hygiene/resources/</p> <p>All staff working on site will receive briefing on this guidance and this will</p> <p>Children https://campaignresources.phe.gov.uk/schools</p> <p>Signage regards handwashing will be renewed in all classrooms, toilets, staffrooms ahead of the 8th June : achieved by the 5th June</p> <p>Children will not wear school uniform and families will be encourage to ensure that children wear clean clothes each day.</p> <p>Staff will be asked to wear clean washable clothes each day</p> <p>Signage to be renewed including signage on the wall</p> <p>Portable wash station to be placed in the hall and the playground</p> <p>School uniform to be reinstated in line with government guidance</p> <p>Hand washing routines for all children to be renewed</p> <p>There are designated toilets for Leo, Aries, Taurus classes with clear signage. Scorpius (Y6) share use of toilets with the children from Aries and Taurus at lunchtimes.</p> <p>Designated toilets for Leo, Taurus and Aries and Scorpius remain in place in January 2021. Scorpius (Y6) share use of toilets with the children from Aries and Taurus at lunchtimes. Staff to remind children of the importance of handwashing when returning on 6th January 2021 and to establish clear routines for regular handwashing throughout the day.</p> <p>From 6th January 2021, designated toilets for Leo, Taurus and Aries and Scorpius remain in place. Scorpius will now use the toilets by the old DHT's office. Only Taurus/Aries will use the toilets by the playground during break and lunch.</p>		<p>Mitigations reduce to low unless in orange indicating medium</p> <p>Sustained as low unless in orange indicating medium</p> <p>Sustained as low</p> <p>Sustained as low</p>
Access to and egress from	As 1 and 2 above	Staff, pupils, visitors	major	Existing Public Health England (PHE) /Government Guidance on social distancing	possible	High

buildings				<p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>Staff will access the site through Albany Road. This will not be access point for parents and carers.</p> <p>Visitors will be met at the gate and escorted (with social distance) if they have a delivery to make. This will include donors to the Community Food Share (food bank).</p> <p>Community Food Share users will enter through the gates between 1.30pm-2.30pm on Mondays and/or Fridays. The main gates will be open during those hours</p> <p>All children to Bubble A and Bubble B will enter between 8.40am-8.55am through the East Grove gate. Any families arriving outside those times will have it explained to them that lateness is creating greater risk of infection. Signage will support this message. Lateness Reduced in term 1. If late families ring and are we open East Grove</p> <p>All children from Bubble A and Bubble B will be collected by families at 3.15pm who will be asked to gather on the top playground in a socially distanced manner. Bubble A will be released from the Leo steps and Bubble B from the Aries and Scorpius fire door steps.</p> <p>Corridor cloakrooms will not be used for storage of personal items including coats.</p> <p>While the Monmouthshire social care team are on site from the 8th June (8th June and 10th June) they will only use the Phoenix Taurus classrooms.</p> <p>When coming in from the playgrounds markings on the playground will support the children lining up with appropriate social distancing</p> <p>Payments to schools will need be with money placed into an envelopes, placed in the school safe and not touched for 48 hours after arrival. There will be no change given</p> <p>Systems in place for the 3 bubbles to be sustained. The fourth class will access the school through the central door. New line markings to be placed opposite that entrance and for Leo class for emergency evacuation.</p>	<p>Mitigations reduce to low unless in orange indicating medium</p> <p>Sustained as low unless in</p>
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				<p>Markings to be replaced by 1m+</p> <p>Reception families on Thursday 3rd and Friday 4th September will go into the Leo play area and socially distance whilst children settle, between 8:40 and 8:55am. Completed</p> <p>Systems for the three class groups in January 2021 will reflect the previous provision. Scorpius will continue to enter and exit through the central door, off the playground. Taurus and Aries will access through the side doors of the porta cabin. Leo will access by using the steps.</p>		<p>orange indicating medium</p> <p>Sustained as low</p>
Corridors	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above</p> <p>Entry and exit will be through the playground gate into Bubble A and the fire escape doors for Bubble B.</p> <p>Only staff will need to use corridors and they will be reminded of the need to ensure social distancing and to walk to the left</p> <p>Visitors will be reminded that at St Barnabas we walk on the left and signage will support maintaining social distance</p> <p>Leo, Taurus and Aries will replicate the Alpha, Beta and Delta procedures</p> <p>Entry to the Scorpius class to include signage on walking on the left. This will continue in January 2021.</p>	possible	<p>High</p> <p>Mitigations reduce to low</p> <p>Sustained as low</p>
Playgrounds/ outside areas	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above</p> <p>Bubble A will have access to the Leo playground, field and MUGA</p> <p>Bubble B will have access to the main playground and the garden.</p> <p>Sports resources with cleaning materials will be placed in both outdoor areas</p> <p>The Playpod will only open after further risk assessment and a safety plan. ,</p> <p>Playpod has been opened in June 2020 following reorganisation to ensure only items unlikely to provide transmission are retained. This will continue in September 2020. Taurus, Aries and Scorpius will use the main playground AND Leo will use the Leo playground. Sept</p>	possible	<p>High</p> <p>Mitigations reduce to low</p> <p>Sustained as low</p>

				<p>2020 expansion into the garden. Expansion achieved in October 2020. Scrapstore audit of the playgrounds October 2020 and move to increase what is available to children to ensure engagement in November 2020.</p> <p>Playpod will not reopen during the week of the 4th January 2021.</p> <p>Taurus and Aries will use the main playground for break and lunchtimes. Scorpius class will use the MUGA at break and lunchtimes. The garden will be closed during the week of the 4th January 2021.</p> <p>6.01 - Playpod reopened as only used by the same class group. The garden remains closed.</p>		<p>Sustained as low</p> <p>Sustained as low</p>
Assemblies	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above</p> <p>Only online virtual and bubble assemblies will be held</p> <p>Virtual and class collective worship will be sustained. Filmed virtual collective worship has been in place since the 22nd June 2020</p> <p>Achievement awards will move to a class based system and will be highlighted by text and in the newsletter</p> <p>Class singing assembly introduced in November 2020. Ensuring ventilation of singing spaces.</p> <p>Class singing assemblies will not take place during the week of the 4th January 2021. Other assemblies will be held virtually and will be class based.</p>	possible	<p>High</p> <p>Mitigations reduce to low</p> <p>Sustained as low</p> <p>Sustained as low</p>
Dining areas	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above</p> <p>Community Food Share in the hall means that the hall will not be accessed by any children.</p> <p>All staff working in Community Food Share must use PPE when handling donations and when CFS is open. No staff should enter CFS who are not in the Admin bubble.</p> <p>Bubble A lunches to be taken to the bubble and used plates to be collected for the class by Chartwells staff</p>	possible	<p>High</p>

~~Bubble B lunches to be taken to the bubble and used plates and cups to be collected for the class by Chartwells staff~~

Admin Bubble to work in their respective workspaces Office, HT office, DHT office, SENCo office and Community Care

Staff to bring their own Travelling Cup for their own drinks. Staff are responsible for cleaning and storage of their cups. They will be encouraged to bring their own cutlery which they are asked to wash and store in their draw between uses. Teaspoons will be used and placed in the dishwasher after use. .

Children to bring their own drinks bottle and refill within the Bubble. The school will have supply of bottles which once distributed must be named. Children will be asked to take their water bottles home each day to clean and refill them.

No shared food to be brought onto the site into staffrooms or bubbles

An additional staffroom to be created ~~in the Workspace for Bubble B~~ staff to eat their lunch. Access to the main staffroom should be as limited as possible and observe social distancing. It is advisory that only 3 staff are in the main staffroom at one time.

If staff briefings are needed they will be completed in the enquiry zone ~~and will ideally be separate for Bubble A and Bubble B~~

Hall will be used for lunches for Taurus, Aries and Scorpius. One class in the hall in each of Blue Zone and Orange Zone 11.45/12.00/12.15 starts – zones to be cleaned by kitchen staff between each class

Leo class will eat in their classroom Tables organised into Blue and Orange .

After Taurus have eaten all tables in the Blue area will be cleaned by the kitchen staff.

The kitchen staff will clean the tables after use and store Headteachers and class teachers will supervise the hall to establish good routines

Second staffroom will be established in the PPA room for use by Taurus and Aries staff. Leo, Scorpius and Admin

Mitigations
reduce to low
unless in orange
indicating

				<p>staff will use the main staffroom.</p> <p>Mobile washstations purchased for the hall and outside the Elliott building in use.</p> <p>During the week of the 4th January 2021, Leo class will continue to eat in the classroom. Taurus and Aries will eat in the dinner hall. Scorpius will eat in the classroom. Two staffrooms are established and allocated to bubbles. Leo, admin, inclusion and senior leaders will use the main staffroom. Taurus/Aries and Scorpius will use the 2nd staffroom. Staff will only access these to gather food and drink and will only enter if the room is empty. Food and drink will only be consumed outside or in the class groups.</p> <p>Admin, senior leaders and the inclusion team will eat in their respective offices and rooms. Ongoing in January 2021.</p>		<p>medium-Amber until operational</p> <p>Mitigations reduce the risk to low.</p>
Classrooms	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above</p> <p>The building is being organised into three bubbles ahead of the widening of pupil and staff onsite</p> <p>Bubble A YR and Y1 children— below 15 children in 2 rooms + identified outdoor space + identified staff team and the potential to move to 2 bubbles if more staff capacity becomes available</p> <p>Bubble B Y2-Y6 children below 15 children in 2 rooms + identified outdoor space+ identified staff team and the potential to move to 2 bubbles if more staff capacity becomes available</p> <p>Bubble C Administration bubble who will primarily communicate with staff and pupils virtually</p> <p>Reorganisation of all classroom spaces and resources to maximise the potential for social distancing and the alignment with guidance on cleaning resources and surfaces.</p> <p>Cleaning processes reviewed with Glen cleaning and all cleaning staff briefed by Glen on what is required</p> <p>Leo YR/Y1, Taurus (Y2/Y3), Aries (Y4/Y5) and Scorpius (Y6) classes established</p> <p>Tables will be organised as trios. This enables 1m+ distancing, no child facing another child and all children</p>	possible	High

				<p>able to face the teacher. Pupil talk will also be enabled through this structure. Without this there would be too many tables in classrooms leading to reduced social distancing between adults and adult-child.</p> <p>Taurus and Aries – tables moved to pairing because of staff observations around space and then restructured following a review in October 2020 Taurus moved to a horseshoe with no child facing each other.</p> <p>During the week of the 4th January 2021, there will be between 6 and 13 children in each classroom (Leo, Taurus/Aries and Scorpius). Children will be spaced so they are not sat next to another child. Movement around the classroom will be minimal.</p> <p>Following the government announcement on 4th Jan 2021, the school moved to three class groups, with between 6 and 15 children per group. Taurus/Aries can accommodate 15 as they have access to two classrooms. Leo and Scorpius can accommodate less. Tables are spaced so children are not sat next to another child.</p>		<p>Mitigations reduce to low</p> <p>Amber-until operational reviewed</p> <p>Amber until reviewed after put into practise</p> <p>Mitigations reduce to low</p>
External providers, visitors and contractors	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/closure-of-educational-settings-information-for-parents-and-carers</p> <p>All visitors to enter through the Albany Road gate. Staff meeting visitors can ask them to wear a mask onsite unless they are working face to face with children.</p> <p>Phill from Forever Sport briefed on the risk mitigations and to ensure handwashing when entering the site and moving between classes . Equipment must not move be cleaned between the bubbles.</p> <p>Donors will be escorted to bring donations onsite between 10.00-12.00 through the Albany Road gate and place it in crates by the main entrance.</p> <p>Community Food Share users will enter through the Albany Road gates between 10,00-12.00 Monday and Friday</p> <p>All other visitors to the site will be met at the gate and escorted onsite with notice taken of social distancing and they must read our guidance and sign in to track and</p>	Possible	<p>High</p> <p>Mitigations reduce to low</p>

trace.

There will be no additional visitors into the bubbles until this risk assessment has been reviewed.

Community Food share moves to St Werburgh's Community Centre. ~~The limited offer onsite will be organised with bags to be collected outside the Community Room on a Friday.~~

Visitors into classes will be checked before being booked or allowed on site. The need for social distancing will be explained on arrival to the site. Piloted in July 2020 with Rev. Richard Sharples.

Supply teacher and visitor guidance system introduced in September 2020.

Signing in systems revised to enable track and tracing of visitors in September 2020.

Staff given authority to ask any visitor onto site to wear a mask/face covering unless they are working directly with children November 2020

Following a review of guidance on mask wearing in Nov 2020:

- Any visitors (including governors) coming inside the school buildings should wear a face covering. They will be asked at the gate or entrance . This includes parents if they were coming inside for a meeting or coming in through the Albany Road gate. They should wear the face covering whilst travelling around school and whilst in communal areas.
- At the school entrance we will display posters asking people to wear a face covering.
- When visitors get to the room they are using for their meeting, the person hosting the meeting can ask the visitor to take the covering off, if they wished. This would be at their discretion. If face coverings were not worn in a meeting, the surfaces should be cleaned afterwards by the staff who used the room.
- Social workers should wear a face covering when arriving and travelling around school but could take it off when working with children.

				<ul style="list-style-type: none"> Volunteers should wear a face covering when travelling around school and in communal areas. Staff can wear a face covering in communal areas and whilst travelling around school, if they wish. <p>From January 2021, the above measures introduced in November 2020 will be sustained with the addition that staff will be asked to wear a face covering in communal areas and whilst travelling around the school.</p>		<p>Sustained as low</p> <p>Sustained as low</p>
Deliveries	As 1 and 2 above	staff		<p>Existing Public Health England (PHE) /Government general guidance as above https://www.gov.uk/coronavirus https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19</p> <p>Guidance will be shared with all members of the Admin bubble onsite</p> <p>All materials delivered to the site will be moved with PPE and will not be handled until cleaned with alcohol wipes and/ or left for 48 hours.</p> <p>Systems sustained following review</p>	possible	<p>High</p> <p>Mitigations reduce to low</p> <p>Sustained as low</p>
Cleaning	As 1 and 2 above	Staff, pupils, visitors	major	<p>Existing Public Health England (PHE) /Government guidance as above https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</p> <p>The school will ensure that the Glen Cleaning team is fully staffed and that Glen cleaning have briefed all their staff on the requirements regarding cleaning standards</p> <p>The school will ensure all Glen Cleaning staff have been briefed on the safe use of PPE and disposal of refuse</p> <p>The caretaker will monitor the quality of cleaning across the site and report concerns to the SBM</p> <p>The caretaker will monitor the availability of adequate soap and cleaning materials daily for school staff and Glen cleaning staff.</p>	possible	<p>High</p> <p>Mitigations reduce to low unless in orange</p>

				<p>PPE, alcohol wipes will be available to all bubbles and be safely stored</p> <p>Glen cleaning of all parts of the site will continue to be monitored by the caretaker and the headteachers PPE and cleaning materials will be available in all classes, staffrooms, the sick bay and the community room (positive handling) Cleaning materials will be made available to the kitchen staff to clean A and B tables Enhance cleaning processes reviewed by SLT 17th Sept</p> <p>January 2021 – all staff reminded to use the cleaning materials available in their classrooms, where necessary.</p>		<p>indicating medium</p> <p>Sustained as low</p>
Use of Changing facilities, showers and drying rooms	As 1 and 2 above	Staff, pupils, visitors	major	<p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>Not available on site</p> <p>Review once hygiene room is on site</p>	possible	<p>High</p> <p>Not available on site</p>
Discovery of (or by) a person with Covid-19 symptoms	As 1 and 2 above	Staff, pupils, visitors	major	<p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>The school will ensure adequate PPE on site for first aid and intimate care</p> <p>The individual will be placed in the identified first aid zone.</p> <p>Bubble A will be SBM Room and the individual will be monitored</p> <p>Bubble B will be Taurus Class and the individual will be monitored</p> <p>Staff monitoring will use PPE.</p> <p>If a child the family will be asked to come to the Albany Road gate to collect the child. They will be advised to follow Covid-19 guidance and seek medical advice</p>	possible	High

				<p>If as staff member is ill ,showing symptoms linked to Covid-19, the staff member will be asked to leave the site, seek medical advice and testing immediately and self-isolate until given a negative test and follow current Public Health England Covid-19 advice</p> <p>Cleaners will be notified of the priority to follow all guidance and the room will need to be cleaned in accordance with government guidelines.</p> <p>In the event of a positive test of a child or staff member within a bubble then all those working in the bubble and families need to be notified and the bubble will cease to work for 14 days. Testing will be requested for all staff within the bubble</p> <p>Move to one sick bay (PREVIOUSLY DEPUTY HEADS OFFICE) with the reserve the workspace if that sick bay becomes a transmission risk. The office to hold a second set of PPE for use in that space if required.</p> <p>Follow revised government/PHE guidance</p> <p>From January 2021, continue with the designated sick bay (previously Deputy Head’s office) with the reserve space being the old Taurus classroom. The reserve will only be used if the main sick bay has been used that day. PPE will be available in the main sick bay. The office to hold a second set of PPE for use in that space if required.</p>		<p>Mitigations reduce to low</p> <p>Sustained as low</p> <p>Sustained as low</p>
Emergency evacuations	As 1 and 2 above	Staff, pupils, visitors	major	<p>Schools’ specific evacuation plan</p> <p>The school evacuation plan will remain in place and include movement of all bubbles to the main playground.</p> <p>Each bubble will remain socially distanced while the site is checked for safety and all those on site are checked to be present. Playground markings will support this process.</p> <p>If needed the Admin bubble will contact families to enable evacuation from the site. If evacuation from the site is needed each bubble will relocate via the East Grove gate to opposite the Star and Garter – Bubble A in the basketball court and Bubble B by the grassed area. Admin team next to the Star and Garter</p> <p>Evacuation plan remains in place. Leo and Taurus classes into the basketball court next to The Star and Garter and Aries and Scorpius classes on the grassed area opposite</p>	possible	<p>High</p> <p>Mitigations reduce to low</p> <p>Sustained as low</p>

				The Star and Garter.		
Altered teaching protocols/ curriculum	Stress	Teaching staff, pupils	major	<p>Existing DfE guidelines BCC EAP</p> <p>The offset planning teams for Bubble A and Bubble B and the onsite delivery teams, with the support of the Learning Mentors within the Admin team will plan a 'recovery curriculum' which balances formal academic learning, social interaction and strengthening of pupil wellbeing.</p> <p>School at Home will continue for children offsite and will be organised by year group.</p> <p>Online School is planned to commence for Y5 on the 8th June and all appropriate online guidance and policies will have been reviewed and renewed.</p> <p>Recovery curriculum in place alongside the use of PIXl recovery materials and the Curious-city enquiry processes</p> <p>Remote curriculum model to be trialled as a home learning approach using the laptops that have been acquired for all St Barnabas families. Pilot completed: Aspire 2 Be training on Google Classroom commenced. Remote Policy agreed by governors. Laptop distribution delayed until November 2020. iPads hoem to Leo class</p> <p>During the week of the 4th January 2021, only vulnerable children and those of key workers will attend onsite. Remote learning will be in place for all other children. Where possible, this will align with the learning being delivered in the classrooms. Staff within each class will operate both onsite teaching and remote learning, All children in Leo class have an Ipad and children in the other classes have laptops. Google classroom will be used for pupils from Years 2-6 for remote learning. Sustained though term 3, following the national announcement on Monday 4th January 2021.</p> <p>The inclusion team to contact families who are not attending onsite where they are deemed vulnerable.</p>	possible	<p>High</p> <p>Mitigations reduce to low unless in orange indicating medium</p> <p>Mitigations reduce to low</p> <p>Amber until all children access learning.</p>
Working with pupils who are experiencing stress or trauma	Secondary and vicarious trauma:	All staff	major	<p>BCC EAP</p> <p>The inclusion team will plan the necessary in-school or offsite input to the child and family. The delivery will be by the Bubble A or B team unless there are heightened risks to health and safety or social distancing if the pupils stays within the bubble</p>	possible	High

				<p>The school will follow its revised positive handling policy and its reviewed behaviour for relationships and learning policy.</p> <p>Individual positive handling plans created by staff teams in November 2020 implementation</p> <p>From January 2021, positive handling plans are in place. Staff in each class group need to be familiar with these.</p> <p>The revised behaviour and relationships policy will continue to be used.</p> <p>Where a child requires positive handling, the staff member is encouraged to use PPE, where possible. Unsafe behaviour is likely to result in an exclusion.</p>		<p>Mitigations reduce to low</p> <p>Amber</p>
<p>NOTE: If the risk rating is either High, Very High, Medium or Low proceed to section 2. If the risk rating is No Significant Risk no further action is required.</p>						

Section 2 - ACTION PLAN - additional precautions

What is the Hazard You Need to Control?	What additional precautions do you need to either eliminate the risks or to reduce the risk to: at least the MEDIUM RISK RATING or ideally the LOW RISK RATING.	Who is Responsible For Implementing These Controls?	When Are These Controls to be Implemented (Date)?	When Were These Controls Implemented (Date)?
Buildings and systems e.g. heating will not be functioning safely after period of closure	<p>Government guidance</p> <p>All systems should be checked: heating, water safety, CCTV, kitchen, fire alarm and safety systems, gas, security, ventilation, fire exits etc.</p> <p>A deep clean will be needed following cleaning guidance.</p>	Site staff/ Headteacher	<p>Before date school re-opens for any people</p> <p>The majority of the school site has</p>	

			<p>been open to adults and children since the 23rd March 2020</p> <p>New areas of the site 22nd May</p>	New areas of the site 22 nd May
Transmission of or infection with Covid-19 during travel to and from schools	<p>Avoid use of public transport wherever possible</p> <p>Where unavoidable follow PHE guidance https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers</p> <p>Consider providing additional parking or bike-racks- not needed</p> <p>Use of storage area on top playground for bikes and scooters. Trialled in July 2020 and operational in 2019-2020</p> <p>Continue January 2021</p>	All staff and visitors	<p>Date school re-opens for any people</p> <p>22nd May 2020</p> <p>Renewed for September 2020</p>	22 nd May 2020
Transmission of or infection with Covid-19 due to inappropriate staffing allocation	<p>Staffing allocation by Headteacher may need to be done on a daily basis and consider the following:</p> <p>Authorisation onto the school site will be by the Headteacher.</p> <p>All staff (incl.PPA, Supply cover, peripatetic etc.) medical needs to be discussed with the Headteacher prior to them entering the school. Contingency planning to be reviewed in the light of possible absence of key staff e.g. caretaker/site manager</p> <p>Staff must have read the risk assessment or school protocol for safe working in school and agree to adhere to it before entering.</p> <p>Staff to confirm if they plan to go into school and this will be confirmed by the Headteacher.</p> <p>Suitable and sufficient provision must be made for the provision of first aid, physical intervention, emergency procedures response, etc.</p> <p>Review positive handling strategies/policies (behaviour strategies/policies) where needed</p> <p>It is accepted that social distancing cannot be maintained during the delivery of first aid, but physical contact should be kept to a minimum, and those administering first aid should wear PPE appropriate to the circumstances. Wash hands and ensure the affected area is cleaned upon completion</p>	Headteacher	<p>Date school re-opens for any people</p> <p>1st June</p> <p>Staff organise ahead of opening within the Bubbles</p> <p>Renewed for September 2020</p>	

	<p>Staff to follow social distancing guidance in offices/staff rooms/close working in rooms etc.</p> <p>There is an emphasis on ensure social distancing, therefore the smallest number of staff are allocated to a classroom – they are spread out across the school site and in classroom bases.</p> <p>No lone working is permitted. Lone workers must have notified the onsite caretaker of their presence on site and had notified the Headteacher they will be on site. The caretaker will work on site when unlocking and locking the building.</p> <p>Staff to avoid the use of the staff room unless for individual use when using essential equipment Staff to avoid non-essential trips within the buildings Reduce maximum occupancy for lifts, provide hand sanitiser for the operation of lifts and encourage use of Stairs n/a Avoid employees working face-to-face. Create opportunities to work side-by-side or facing away from each other where possible Use screens to create a physical barrier between people where appropriate i.e. protective screening for staff in receptions or similar areas</p> <p>Staggering break times to reduce pressure on the break rooms, using outside areas for breaks</p> <p>Leo class will have break and lunch on their playground.</p> <p>Taurus, Aries and Scorpius will play together between 10.30am-10.50am and 12.20pm-12.55pm as the bubble size is below that of a 3 entry school and there is significantly reduced transmission risk outside. Continue in January 2021. From January 6th 2021, Leo play in their own play area, Scorpius use the MUGA and Taurus/Aries use the top playground.</p> <p>From January, staff will only access staffrooms to gather food and drink.</p>		<p>5th June 2020</p> <p>3rd Sept 2020</p> <p>4th Jan 2021 11th Janu 2021</p>	
<p>Transmission of or infection with Covid-19 due to poor hygiene</p>	<p>Maintenance of good hygiene is essential: Providing additional handwashing facilities will aid this. In addition A cleaning schedule will be implemented throughout the site, ensuring that contact points, e.g. work-surfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly.</p> <p>Good hygiene</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>Keep 2m away from others at all times where possible. Minimum for children: My Personal Space (my outstretched arm) plus your Personal Space (your outstretched arm, not touching) equals social distance.</p> <p>For short periods where 2m 1m+ distance is not possible, e.g. giving first aid: fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.</p> <p>Washing/sanitising hands hourly Use soap and water for at least 20 seconds using hand washing technique to be adopted as directed by NHS guidance. Use alcohol-based hand sanitiser if soap and water is not available</p> <p>Avoid touching hands to face but if necessary clean before and afterwards</p>	<p>All staff and visitors</p>		

	<p>Cover your cough or sneeze with a tissue then throw it in the bin. Have extra tissues available. If tissues cannot be reached in time cough into the crook of your arm.</p> <p>Restrict the number of people using toilet facilities at any one time e.g. staff to supervise.</p> <p>Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p> <p>Sites may need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p> <p>Talks will be carried out for all people on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. This will include informing people of the known symptoms. Briefings on the 1st and 2nd June and for all staff new to the site after that</p> <p>. Mobile washstations purchased for the hall and for use outside the Elliott building and in place</p>		<p>5th June 2020</p> <p>Renewed for September 2020</p> <p>Continue Jan 2021</p>	
<p>Transmission of or infection with Covid-19 due to congestion during access to and egress from buildings</p>	<p>Consider having one route for entering the building and separate one for exiting if possible</p> <p>Consider staggered arrival times Arrival is within the 8.40-9.00am window</p> <p>In reception areas</p> <p>Wash/sanitise hands on arrival and departure</p> <p>Use automatic doors where available</p> <p>Avoid having to touch surfaces where possible.</p> <p>Keep number of visitors as low as possible.</p> <p>Stagger arrival times and explain rationale.</p> <p>Advise parents/carers of need to minimise numbers of people in building before school opens. Consider not allowing parents/carers beyond enclosed reception area.</p> <p>Notices to inform of protocols, 2m distance, hand washing/sanitising etc.</p> <p>All people should be required to stay on site once they have entered it and not leave site unless absolutely necessary during the day to minimise potential of transmission of Covid-19</p> <p>Payments to schools should be taken by contactless methods wherever possible- see above</p> <p>Use screens to protect reception staff Glass in place</p> <p>Plan safe collection system for pupils to leave and for parents/carers at end of school sessions – e.g. staggered times for leaving /collection and demarcated designated waiting areas</p>	<p>All staff and visitors</p>	<p>Date school re-opens for any people</p> <p>5th June 2020</p> <p>Renew for September 2020</p> <p>Continue Jan 2021</p>	
<p>Transmission of or infection with Covid-19 due to corridor</p>	<p>Use social distancing guidelines of 2m minimum distance between people.</p> <p>Use visual reminders of the 2m distance e.g. on floors and walls</p>	<p>All staff</p>	<p>Date school re-opens for any people</p>	

congestion	<p>Use one-way circulation systems where possible- not needed</p> <p>Consider staggered use of corridors: not needed</p>		<p>5th June 2020</p> <p>Renew for September 2020</p> <p>Continue Jan 2021</p>	
Transmission of or infection with Covid-19 due to poor arrangements in dining Hall/ canteen congestion	<p>Food and drink should only be consumed in dedicated facilities. Classrooms and staffroom spaces</p> <p>Break times should be staggered to reduce congestion and contact at all times. Bubbles in separate spaces</p> <p>Hand cleaning facilities or hand sanitiser should be available at the entrance of any room where people eat and should be used by all people when entering and leaving the area.</p> <p>Where possible, all persons should be asked to bring pre-prepared meals and drinking bottles from home.</p> <p>All persons should sit 2 metres apart from each other whilst eating and avoid all contact. Reconfigure seating to accommodate safe spacing.</p> <p>Where catering is provided on site, it should provide pre-prepared and wrapped food only and where possible crockery, eating utensils, cups etc. should not be used. Hot meals for 25 people have been provided on site since the 23rd March with social distancing protocols in place. Chartwells will operate safe procedures where all cutlery will be wrapped in Clingfilm after cleaning and it will be distributed in classrooms by school staff wearing PPE.</p> <p>(If, as a last resort behind providing pre-wrapped food, any cutlery is provided this should be handed out by staff wearing gloves or allocated separately to users and not provided in communal storage where users select their own.</p> <p>Food displays should be protected against contamination by coughing, sneezing, etc.</p> <p>Payments should be taken by contactless methods wherever possible. – see above</p> <p>Drinking water should be provided and enhanced cleaning measures of the tap mechanism introduced. Access to fill water bottles brought from home will be in Bubbles and staffrooms</p> <p>Tables and chairs should be cleaned between each use. Children and staff will be asked to use the same chair and table each day.</p> <p>All rubbish and waste should be put straight in the bin by the user and not left for someone else to clear up.</p> <p>All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices.</p> <p>Staff Room Staff must clean surfaces and equipment used as they finish.</p> <p>Time needed for staff to use staff rooms may be longer Two staff room spaces will be in place</p>	All staff	<p>Date school re-opens for any people</p> <p>Renew for</p>	

	<p>Staff to have own cutlery etc. in their staff rooms. Cleaning procedure for kettles, dishwasher and fridges established. Products available in all staff spaces.</p> <p>Systems remain in January 2021.</p>		<p>September 2020</p> <p>Continue Jan 2021</p>	
<p>Transmission of or infection with virus in playgrounds/ outside areas</p>	<p>As a minimum My Personal Space + your Personal Space (without touching) = social distance to be observed wherever possible.</p> <p>Staggered use of outdoors and the spaces within is advisable.</p> <p>See notes above on breaks and lunchtimes</p>	All staff	<p>Date school re-opens for any people</p> <p>5th June 2020</p> <p>Renew for September 2020</p> <p>Renew for January 2021</p>	
<p>Transmission of or infection with Covid-19 due to congestion in assemblies</p>	<p>If it can be guaranteed that all people are observing 2m social distance smaller group assemblies can take place but consider streaming as an alternative.</p> <p>No assemblies in line with government guidance</p> <p>4th January 2021 - Virtual and class based assemblies only. No singing.</p>	All staff	<p>Date school re-opens for any people</p> <p>22nd May 2020</p> <p>Renew for September 2020</p> <p>Renew for January 2021</p>	
<p>Transmission of or infection with Covid-19 due to classroom congestion</p>	<p>Staff are to maintain a safe distance between each other (2 metres). Children must be encouraged to do the same.</p> <p>Limit the number of people in each room/area to follow social distancing guidance.</p> <p>All persons are to wash their hands upon entering classrooms.</p> <p>Strict hygiene rules to be implemented, all staff to be asked to do the following:</p> <ul style="list-style-type: none"> Wash hands on entry. 	All staff	<p>Date school re-opens for any people</p>	

	<ul style="list-style-type: none"> • Use alcohol-based hand sanitiser. • Wash hands every hour. • Wash hands if face is touched (but avoid wherever possible and if needed wash hands first) • All hand contact surfaces to be cleaned throughout the day. <p>Only use cleaning products supplied by the school.</p> <p>Equipment: Ensure all equipment used is cleaned daily or more often when used.</p> <p>Staff to staff interaction;</p> <ul style="list-style-type: none"> • staff should only complete activities which relate directly to their job descriptions which cannot be completed at home. • Teachers may only complete tasks relating to the Teachers Standards which cannot be completed at home. • No physical contact. • No close contact activities (2 metre distance). <p>Activities and resources</p> <ul style="list-style-type: none"> • All resources to be cleaned after use (including computers). <p>During the week of the 4th January, the school will only open for vulnerable children and those of key workers. There will be between 6 and 13 children in each classroom. All classes to be reminded of regular handwashing, the need to minimise movement and the importance of social distancing. Children will be spaced apart. Sustained during term 3.</p>		<p>5th June 2020</p> <p>Renewed for September 2020</p> <p>4th January 2021 11th January 2021</p>	
<p>Transmission of or infection with Covid-19 by external providers, visitors and contractors</p>	<ul style="list-style-type: none"> • Only contractors carrying out essential maintenance deemed necessary to the safe running of the school are to be allowed on site and will read and comply with signs in reception regarding good hygiene. • Staff and contractors are to maintain a safe distance between themselves and others (2 metres). • All contractors are to wash/sanitise their hands upon entering the site. • Strict hygiene rules to be implemented, all contractors are to be asked to do the following: Wash hands on entry into individual work areas – or use alcohol-based hand sanitiser. Repeat the hand washing/sanitising every hour. • Site inductions are to be carried out following social distancing principles (2m separation). <p>The contractor is to notify the premises staff of all areas visited, in order that these can then be thoroughly cleaned.</p>	<p>All staff</p>	<p>Date school re-opens for any people</p> <p>22nd May 2020</p> <p>Renewed for September 2020 Renewed for January</p>	

			2021	
Transmission of or infection with Covid-19 during deliveries	<p>Deliveries will need to be scheduled ringing ahead to warn of imminent arrival by drivers should be asked for</p> <p>Drivers should wash or clean their hands before unloading goods and materials.</p> <p>Drivers should leave packages in a safe place –school staff not to approach delivery staff</p> <p>Hands are to be thoroughly washed after handling all deliveries or waste materials.</p> <p>Waste to bags and containers - to be kept closed.</p> <p>Waste collections to be made when the minimum number of people are on site (i.e. after normal opening hours).</p>	All staff	<p>Date school re-opens for any people</p> <p>22nd May 2020</p> <p>Renewed for September 2020</p> <p>Renewed for January 2021</p>	
Transmission of or infection with Covid-19 due to inadequate cleaning	<p>Continue to follow Government guidance.</p> <p>Fixtures and fittings which are high-use will need frequent cleaning e.g. door handles, play equipment,</p> <p>Regularly clean the hand washing facilities and check soap and sanitiser levels.</p> <p>Provide suitable and sufficient rubbish bins for hand towels with regular removal and disposal.</p> <p>Sites may need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored.</p> <p>A cleaning schedule will be implemented throughout the site, ensuring that contact points, e.g. work-surfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. This will be monitored by the caretaker and SLT</p> <p>Cleaning protocol is as follows:</p> <ul style="list-style-type: none"> • Extra attention is to be given to frequently-touched areas and surfaces, e.g. doors, toilets, door handles, finger plates, phones, light switches and door fobs, lift button panels, window handles, taps, sinks, shared keyboards & mice, etc. • Classrooms to be cleaned in lunchbreaks 	All staff	<p>Date school re-opens for any people</p>	

	<ul style="list-style-type: none"> • Hand towels and hand wash are to be checked and replaced as needed by the Site Manager and cleaning staff as appropriate • Enhance the cleaning regimes for toilet facilities, particularly door handles, locks and the toilet flush, etc. • Only cleaning products supplied by the school are to be used. • Bin liners should be used in all bins • Consider storage for staff clothes and bags • Consider washing premises staff uniforms on site rather than at home 		<p>5th June 2020</p> <p>Renewed for September 2020</p> <p>Renewed for January 2021</p>	
<p>Transmission of or infection with Covid-19 during use of changing facilities/showers/drying rooms</p>	<p>Introduce staggered start and finish times to reduce congestion and contact at all times.</p> <p>Introduce enhanced cleaning of all facilities throughout the day and at the end of each day.</p> <p>Consider increasing the number or size of facilities available on site if possible.</p> <p>Based on the size of each facility, determine how many people can use it at any one time to maintain a distance of two metres.</p> <p>Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal.</p> <p>Bin liners should be used in all bins. Not on site Review when hygiene room completed.</p>	All staff	<p>Date school re-opens for any people</p> <p>N/A</p>	
<p>Transmission of or infection with Covid-19 during discovery of (or by) a person with Covid-19 symptoms</p>	<p>If a person displays symptoms - A high temperature or a persistent cough, they should:</p> <ul style="list-style-type: none"> • Notify the Headteacher immediately. • Avoid touching anything. • Go home immediately (Children accompanied by their parent, etc). • All other persons are to maintain a safe distance from affected individual. 	All staff	<p>Date school re-opens for any people</p>	

	<ul style="list-style-type: none"> • If they need to cough or sneeze this should be into a tissue which is then put into a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. • If the person is a child PPE should be worn by the adult supporting them as they await collection. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. • They must then follow the guidance on self-isolation and not return to school until their period of self-isolation has been completed. • Areas occupied and equipment used by the affected person are to be isolated for 72 hours, then thoroughly cleaned and disinfected. <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</p> <ul style="list-style-type: none"> • A note of all persons who the affected person has been in contact with is to be made, and these are to be monitored for symptoms throughout the following two weeks <p>January 2021</p> <ul style="list-style-type: none"> - Any person showing symptoms to be sent home and to request a test. - Where a positive case is known, contacts to be notified and to self isolate for 10 days. 		<p>5th June 2020</p> <p>Renewed for September 2020</p> <p>January 2021</p>	
<p>Transmission of or infection with Covid-19 during emergency evacuations</p>	<p>Emergency evacuations are to take place following social distancing principles as far as is reasonably practicable. At assembly areas a 2m 1m+ separation must be observed.</p>	<p>All staff and visitors</p>	<p>Date school re-opens for any people</p> <p>22nd May 2020</p> <p>Renewed for September 2020</p> <p>Renewed for January 2021</p>	
<p>Stress</p>	<p>It should be recognised that all staff will be experiencing a higher than normal level of stress. Measures to control this should be considered according to the needs and the working practices of each school.</p> <p>The curriculum will need revision. Teaching staff must be involved in the creation of processes and schemes of work</p>	<p>All staff</p>	<p>Date school re-opens for any people</p>	

	<p>which will enable children to return safely and to continue their learning. These must be realistic and holistic. Expectations will need to be different and a period of review of new practice (pedagogy) must be undertaken giving staff the opportunity to adapt and evaluate before formal assessment of their performance or assessments of children's attainment begins. It should be noted that many routine activities will take more time to complete.</p> <p>Schools should closely monitor the wellbeing of their pupils as they manage change and offer supports. Safeguarding concerns should be considered.</p> <p>Schools should be closely monitoring the wellbeing of their staff, including leadership, particularly regarding anxiety, bereavement or stress and giving proper supports.</p> <p>Staff should be reminded of the availability of Bristol City Council Employee Assistance Programme. 24/7, free, confidential, access for staff to a trained counsellor on 0800 111 6387.</p>		<p>5th June 2020</p> <p>Renewed for September 2020</p> <p>Renewed for January 2021</p>	
<p>Secondary and Vicarious Trauma</p>	<p>Make relevant managers/staff aware of risks. Conduct training. Emphasise BCC EAP.</p>	<p>All staff</p>	<p>Date school re-opens for any people</p> <p>5th June 2020</p> <p>Renewed for September 2020</p> <p>Renewed for January 2021</p>	

RISK RATING MATRIX
 (Notes To Aid Completion Of The Risk Assessment Format)
 Table 1

Potential Severity of Harm	Meaning	Likelihood of Harm	Meaning
Fatal/Major Injury	Death, major injuries or ill health causing long-term disability/absence from work.	High Likelihood	Occurs repeatedly / event only to be expected
Serious Injury	Injuries or ill health causing short-term disability/absence from work (over three days)	Possible	Moderate chance/could occur sometimes
Minor Injury	Injuries or ill health causing no significant long-term effects and no significant absence from work	Improbable	So unlikely that probability is close to zero

Table 2

Risk Rating - Degree of Injury by Likelihood/Probability			
	High Likelihood	Possible	Improbable
Fatal/Major Injury	Very High Risk	High Risk	Medium Risk
Serious Injury	High Risk	Medium Risk	Low Risk
Minor Injury	Medium Risk	Low Risk	No Significant Risk



Jon Barr Headteacher: 22nd May 2020
Approved by the Full Governing Body:



Kate Matheson, CoG, 22/05/2020

22nd May 2020 Jon Barr Headteacher St Barnabas CE VC Primary School
Reviewed 5th June 2020 Jon Barr
Reviewed 12th June 2020 Jon Barr
Reviewed and amended 8th July 2020 Jon Barr
Reviewed and amended 24th August 2020 Jon Barr
Reviewed and amended 17th September 2020 Jon Barr
Reviewed and amended 4th January 2021 Debbie Fisher
Reviewed and amended 11th January 2021 Debbie Fisher