

## **RISK ASSESSMENT FORM – INCREASING PUPIL NUMBERS IN WARRINGTON SCHOOLS**

Taken from the government guidance - Opening schools and educational settings to more pupils from 1 June: guidance for parents and carers - Updated 11 May 2020 To prevent the spread of coronavirus, schools and other settings should use a range of protective measures to create safer environments in which the risk of spreading the virus is substantially reduced.

Approaches we are asking schools and other settings to take include:

- Carrying out a risk assessment before opening to more children and young people - the assessment should directly address risks associated with coronavirus so that sensible measures can be put in place to minimise those risks for children, young people and staff
- Making sure that children and young people do not attend if they or a member of their household has symptoms of coronavirus
- Promoting regular hand washing for 20 seconds with running water and soap or use of sanitiser and ensuring good respiratory hygiene by promoting the catch it, bin it, kill it approach
- Cleaning more frequently to get rid of the virus on frequently touched surfaces, such as door handles, handrails, tabletops, play equipment and toys
- Minimising contact through smaller classes or group sizes and altering the environment as much as possible, such as changing the layout of classrooms
- Reducing mixing between groups through timetable changes, such as staggered break times or by introducing staggered drop-off and collection times.

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopeningschools-and-other-educational-settings-from-1-june>

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<b>HEADTEACHER:</b>	Ian Moss
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REF NO	TASK/WORK/OPERATION	DO HAZARDS EXIST?	WHAT ARE THE HAZARDS
1.	Routine and statutory testing, inspections, flushing and servicing of equipment and systems.	Y	Lack of maintenance or statutory testing of equipment within school resulting in poorly maintained systems or contaminated water system.
2.	Communication and consultation	Y	Uncertainty from staff and parents of the arrangements in place for returning back to school and the measures in place to protect against the coronavirus.
3.	Staffing Level	Y	Lack of staff available to teach or carry out required tasks in school.
4.	Fire Wardens and First Aiders	Y	Lack of fire wardens or first aiders available to deal with emergency or accident.
5.	Travelling to and from school	Y	Unable to maintain social distancing measures and mixing of
6.	Arrival and departure of school staff	Y	Mixing of staff and non-adherence to social distancing
7.	Drop off and collection of children	Y	Mixing of parents and carers / children and young people and non-adherence of social distancing measures during the drop off and collection times
8.	Use of classroom space	Y	Unable to maintain social distancing measures in the classroom

9.	Movement around the building	Y	Unable to maintain social distancing measures and mixing of pupils and staff whilst moving around the building
10.	Use of shared equipment and resources	Y	Higher risk of contamination if pupils and staff use shared equipment and resources
11.	Use of shared spaces	Y	Higher risk of contamination if pupils and staff use shared spaces
12.	Use of outdoor spaces and equipment	Y	Higher risk of contamination if pupils and staff use shared outdoor spaces and equipment
13.	Break / lunch times	Y	Mixing of pupils during break and lunch times and maintenance of social distancing measures
14.	Provision of school meals	Y	Mixing of staff and pupils whilst providing school meals
15.	Access to toilets and hand washing facilities	Y	Mixing of pupils/staff during visits to toilets and hand washing facilities
16.	Physical education lessons and contact sports	Y	Unable to maintain social distancing measures during contact sport and physical education lessons
17.	Supporting clinically vulnerable pupils and staff	Y	Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice
18.	Managing symptomatic pupils and staff	Y	Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance
19.	Managing visitors and temporary staff	Y	Visitors do not adhere to social distancing measures put in place
20.	Delivery of inbound goods	Y	Ineffective infection control and increased risk of infection
21.	Cleaning	Y	Ineffective infection control and increased risk of infection

**RISK SCORING** Each hazard should be scored using the matrix below. A risk rating score should be given in light of the Existing Control Measures and then this should be revised following the application of the Mitigation Action Taken.

*The risk rating score is based on the Severity of the Risk x the Likelihood.*

Severity of Risk (S)		LIKLEHOOD (L)					S x L = RISK RATING SCORE (RR)	
		1. RARE	2. UNLIKELY	3. POSSIBLE	4. VERY LIKELY	5. ALMOST CERTAIN		
1	Insignificant	1	2	3	4	5	LOW (L) 1-8	NO FURTHER ACTION REQUIRED
2	Low	2	4	6	8	10	MEDIUM (M) 9-15	FURTHER CONTROL MEASURES REQUIRED AND IMPEMENTED BEFORE PRECEEDING
3	Tolerable	3	6	9	12	15	HIGH (H) 16-25	DO NOT PROCEED
4	Major	4	8	12	16	20		
5	Intolerable	5	10	15	20	25		

HAZARDS	POTENTIAL HARM	PERSONS AT RISK			EXISTING CONTROL MEASURES	RISK RATING S x L = RR	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS					S x L = RR	L/M/H
<b>Building and Systems not maintained prior to opening</b>	<ul style="list-style-type: none"> <li>Lack of statutory inspection, testing, servicing could lead to poorly maintained equipment, injury from faulty equipment or the risk of developing legionella through the lack of water hygiene management.</li> </ul>			<i>Pupils Staff Visitors</i>	<ul style="list-style-type: none"> <li>Deep Summer Clean of locked down areas completed.</li> <li>Weekly fire alarm testing completed.</li> <li>Weekly 'flushing' of hot and cold taps to ensure water hygiene management maintained.</li> <li>Scheduled inspections of fire alarm system completed.</li> <li>Other system checks expected when due date arrives.</li> <li>Visual H&amp;S checks completed before lockdown of building.</li> <li>Repairs of faulty</li> </ul>	6	L	<ol style="list-style-type: none"> <li>Statutory tests and inspections are up to date.</li> <li>Water hygiene measures are in line with the legionella risk assessment and have been maintained whilst the building was partially closed. A legionella assessment was undertaken on 4.6.20. <a href="#">See guidance issued by United Utilities regarding Coronavirus and Water System Recovery on MSS</a></li> <li>Regular visual inspections have been carried out across the site premises during the period of partial closure. <a href="#">See Managing School premises, which are partially open, during the corona outbreak</a></li> </ol>	4	L

			furniture, etc. completed before deep clean.					
<b>Lack of communication with parents/carers and staff members</b>	<ul style="list-style-type: none"> <li>• <b>Parents/carers may feel anxious about their child returning back to school or may not want child back to school</b> due to lack of information on the controls in place to manage the risk of Covid-19.</li> <li>• <b>Staff may feel anxious about returning to school</b> due to lack of information provided or the expectation placed on staff on returning back into the workplace.</li> </ul>	<i>Staff, Pupils, Visitors</i>	<ul style="list-style-type: none"> <li>• SLT have maintained communication with all groups of parents to manage the changes in provision.</li> <li>• Regular communication and newsletter provided to all parents.</li> <li>• Communication with Key Workers and parents of vulnerable pupils regular and consistent to maintain high standard of care.</li> <li>• Teaching team maintained weekly contact (or more) with identified vulnerable families not attending school.</li> <li>• Staff made contact with parents and pupils regularly through online platforms and were appropriate phone calls.</li> <li>• SLT have communicated regularly plans for maintaining provision during lockdown and initial discussion of planning for the 'reopening' of the</li> </ul>	<b>6</b>	<b>L</b>	<ol style="list-style-type: none"> <li>1. Parents/Carers have been kept up to date with the measures the school is taking to protect pupils against the risk of COVID-19 in school. The risk assessment was published on the school website and sent to staff for consultation on 2.6.20.</li> <li>2. Discuss any concerns with staff prior to opening and provide feedback on the controls in place. This should include any safety reps in school.</li> <li>3. Induction with staff to demonstrate the control processes to be followed to reduce the risk of covid-19, including the risks that may have been identified for teaching/supervising individual pupil and ensure full staff awareness before school opens as part of training on 8<sup>th</sup> and 9<sup>th</sup> of June.</li> <li>4. Regular briefing sessions to be carried out with pupils to ensure awareness of procedures implemented in school.</li> <li>5. Off site visits suspended.</li> <li>6. Regular sessions planned to support staff and discuss workloads, address any concerns and provide support, also to ensure that the wellbeing of staff members is not being affected.</li> <li>7. Training has been booked on 9.6.20 for staff on managing anxiety for staff, children and families returning to school</li> </ol>	<b>4</b>	<b>L</b>

			<p>wider school have taken place.</p> <ul style="list-style-type: none"> <li>Plans to provide update of plans, Risk Assessment and arrangements prior to 8<sup>th</sup> June in place.</li> <li>Staff training planned for 8<sup>th</sup> and 9<sup>th</sup> of June.</li> <li>Arrangement in place for discussions with Parents/Carers of SEND pupils. Individual assessments undertaken to identify provision required for child before extended opening of school begins on-going.</li> </ul>			<p>See <a href="#">GOV.UK Guidance for the public on the mental health and wellbeing aspects of coronavirus</a></p> <p>8. Ensure all relevant staff (KG, BH, IM, VT, JP and CJ) are aware of the need to report certain incidents in line with RIDDOR to the Community Safety and Resilience Team. See <a href="#">HSE guidance re RIDDOR and Coronavirus (COVID-19)</a></p>		
<b>Staffing levels</b>	<ul style="list-style-type: none"> <li>Lack of staff available to teach or carry out required tasks in school</li> </ul>	<i>Staff Pupils</i>	<ul style="list-style-type: none"> <li>All staff organised into teams to enable unwell staff to be covered appropriately by colleague. This includes cleaner, kitchen and midday staff, admin staff, TAs and Teachers as well as school management. Contingency firmly in place.</li> <li>Those staff unable to attend school to work due to shielding requirements (Pregnant staff or staff with underlying health conditions), working from home to support the online learning provision.</li> <li>Staff aware they must only attend work if they</li> </ul>	<b>12</b>	<b>M</b>	<p>1. SLT managing responsibilities of site manager in short term until alternative arrangements can be agreed.</p>	<b>8</b>	<b>L</b>

			<p>are healthy and not exhibiting any symptoms of COVID-19 and have no reason to self-isolate due to others in their household exhibiting symptoms.</p> <ul style="list-style-type: none"> <li>Responsibilities identified for SLT members to continue on-site checks and protocols</li> </ul>					
<b>Lack of Fire Wardens &amp; First Aid Provision</b>	<ul style="list-style-type: none"> <li><b>Unable to provide adequate first aid or able to supervise fire evacuation procedure.</b></li> </ul>	<i>Staff Pupils Visitors</i>	<ul style="list-style-type: none"> <li>Fire Wardens and First aid trained staff (Designated persons) identified.</li> <li>Arrangements in place to organise staff across teams to ensure there are appropriately trained staff on site at all times.</li> <li>Arrangements in place for 2 additional staff (including SLT) to receive Fire Warden training, to facilitate responsibility in case of staff illness.</li> </ul>	<b>8</b>	<b>M</b>	<ol style="list-style-type: none"> <li>First Aid and Fire Wardens numbers have been assessed to ensure appropriate cover in place for the needs within school. Three additional wardens receiving training on 13.6.20.</li> <li>Update posters to be displayed detailing first aid/fire warden contact information.</li> <li>Identify any further measures, equipment (including PPE) required in order to provide first aid or to use defibrillator safely. See PPE later in risk assessment. Share with staff that mouth to mouth is not advised or safe.</li> <li>Planned Fire/Evacuation drills to take place when each additional group returns to school (evacuation takes precedence over COVID-19 procedures, but social distancing to be adhered to when evacuation complete).</li> </ol> <p><a href="#">See Guidance on Covid-19 in relation to carrying out CPR and resuscitation</a></p>	<b>6</b>	<b>L</b>

<p><b>Unable to maintain social distancing measures and mixing of pupils on public transport</b></p>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (i.e. person-to-person transmission – hand-to-hand, hand to mouth, hand to body).</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from hand and contact with contaminated surfaces.</li> </ul>	<p><i>Pupils Visitors Staff</i></p>	<p>Parents encouraged to travel to school by foot or car. Hand washing facilities provided before entering building (hand gel/water &amp; soap) creating a protective barrier in the building.</p>	<p><b>9</b></p>	<p><b>Med</b></p>	<ol style="list-style-type: none"> <li>1. <i>Ask parents and children and young people to avoid public transport if possible and drive, walk or cycle to their school / setting</i></li> <li>2. <i>Ensure parents and children and young people are aware of the recommendations set out in the <a href="#">Coronavirus (COVID-19): safer travel guidance for passengers</a> (including avoiding peak times) when planning their travel.</i></li> </ol>	<p><b>6</b></p>	<p><b>Low</b></p>
<p><b>Mixing of staff and non-adherence to social distancing measures during the arrival to and departure from school</b></p>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID -19 virus</b> from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<p><i>Staff Pupils Visitors</i></p>	<p>Staff work in smaller teams, limiting the number of people they contact. Staff wash their hand on entry to the school building. Staff isolate for the appropriate period, if they or a member of their household have symptoms.</p>	<p><b>8</b></p>	<p><b>L</b></p>	<ol style="list-style-type: none"> <li>1. <i>Staggered arrival and departure times for pupils now in place.</i></li> <li>2. <i>Staff have been advised to adhere to the social distancing measures and remain 2 metres apart at all times including when entering and exiting the building</i></li> <li>3. <i>Additional space for staff to take break and adhere to social distancing measures has been identified.</i></li> </ol>	<p><b>6</b></p>	<p><b>L</b></p>
<p><b>Mixing of parents and carers / children and young people and non-adherence of social distancing measures during the drop off and collection times</b></p>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<p><i>Visitors Pupils Staff</i></p>	<p>Pupils access premises in family groups via one entry point. Parents have limited access to the premises. Measures in place to adhere to social distancing – markings for 2m distancing. All pupils wash hands on arrival at the school site.</p>	<p><b>9</b></p>	<p><b>M</b></p>	<ol style="list-style-type: none"> <li>1. <i>Parents have been advised to isolate if they or member of household has symptoms.</i></li> <li>2. <i>Parents have been advised that only one adult attends when children need to be accompanied to school</i></li> <li>3. <i>Staggered arrival and departure times for pupil groups to reduce number of people on site have been implemented.</i></li> <li>4. <i>Systems for parents to enter and leave school site have been identified and communicated to parents and staff.</i></li> </ol>	<p><b>6</b></p>	<p><b>L</b></p>



						<ol style="list-style-type: none"> <li>5. <i>Staff to be present at entrances to encourage social distancing practices.</i></li> <li>6. <i>Instruct parents to leave school site after children enter the school.</i></li> <li>7. <i>Maintain handwashing arrangements for pupils arriving in school.</i></li> </ol>		
<p><b>Unable to maintain social distancing measures in the classroom</b></p>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<p><i>Pupils Staff</i></p>	<p>Pupils work in small groups of no more than 12 Staff maintain social distancing principles when pupils are indoors. Each pupil works at individual table in classrooms. Regular washing of surfaces takes place throughout the day Regular handwashing takes place throughout the day. Outdoor spaces are used for learning activities when appropriate. A supply of gloves and cleaning products are provided for each learning space. Windows are open in all learning spaces, where safe to do so.</p>	<p><b>8</b></p>	<p><b>L</b></p>	<ol style="list-style-type: none"> <li>1. <i>Classrooms have been rearranged to ensure that social distancing measures can be maintained</i></li> <li>2. <i>Where applicable seating has been rearranged two metres apart so that face to face positioning has been minimised.</i></li> <li>3. <i>Where possible lessons or classroom activities will take place outdoors</i></li> <li>4. <i>Unnecessary items have been removed from classrooms and other learning environments and stored elsewhere.</i></li> <li>5. <i>Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) have been removed from learning spaces.</i></li> <li>6. <i>Students will be sat at the same desk each day if they attend on consecutive days.</i></li> <li>7. <i>Where a sink is not nearby, hand sanitiser and tissues in classrooms and other learning environments have been provided.</i></li> <li>8. <i>Parents have been asked to provide information if there child has any specific sensitivities to hand sanitiser/gel.</i></li> <li>9. <i>Information on the safe use of PPE will be provided to those staff, if working in close</i></li> </ol>	<p><b>6</b></p>	<p><b>L</b></p>

						<i>contact with a pupil in training on 8.6.20 including the use of IIR2 mask advice. Guidance has been issued to staff previously.</i>		
<b>Unable to maintain social distancing measures and mixing of pupils and staff whilst moving around the building</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	Small numbers travel around school and are reminded of the principles of social distancing. Limited access to the school site, pupils use EYFS/Y1 classrooms; Computer Suite (LRA) or School Hall. Pupils reminded of ‘bubbles’ to maintain social distancing principles when travelling around site. Pupils regularly access handwashing facilities throughout the day.	<b>12</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Timetables have been limited to reduce movement around the school or building.</i></li> <li>2. <i>Pupils will use the same classroom or area throughout the day.</i></li> <li>3. <i>Online acts of worship / assemblies will be used so pupils remain in classrooms in small groups.</i></li> <li>4. <i>Break times and start and finish times have been staggered so that all children are not moving around the school at the same time</i></li> <li>5. <i>Pupils will either provide their own packed lunch or lunches will be brought to classrooms to reduce movement around the school.</i></li> <li>6. <i>FSM pupils have been provided with packed lunch option to eat in classroom</i></li> <li>7. <i>Entrance and exit of buildings through classrooms only</i></li> <li>8. <i>One-way circulation has been identified to encourage individuals apart as they move through the setting where spaces are accessed by corridors.</i></li> </ol>	<b>8</b>	<b>L</b>
<b>Higher risk of contamination if pupils and staff use shared equipment and resources</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> </ul>	<i>Pupils Staff</i>	Resources currently limited to small selection provided to complete tasks. Children wash hands and regularly throughout the day. Resources that are able to be washed are after use. Thorough cleaning of classrooms performed daily.	<b>9</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Avoid the exchange of take home resources to avoid transmission</i></li> <li>2. <i>Each pupil has their own resources and a container to store it in</i></li> <li>3. <i>Clean shared materials and surfaces more frequently in line with guidance.</i></li> </ol>	<b>6</b>	<b>L</b>

	<ul style="list-style-type: none"> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>		Risk assessments and MSDS for the use of cleaning materials are in place and all products are in line with COSHH guidance and regulation.			4. <i>Ensure that practical lessons can only go ahead if equipment and classroom can be cleaned thoroughly</i>		
<b>Higher risk of contamination if pupils and staff use shared spaces</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	Limited number of spaces accessed over the day. Limited numbers of pupils and staff access spaces during the day. Staff remain with pupil groups when on site. Regular cleaning of spaces throughout the day. Thorough cleaning of the classroom spaces and other areas.	<b>6</b>	<b>L</b>	<ol style="list-style-type: none"> <li>1. <i>Lunch to be eaten in classrooms or outside weather permitting</i></li> <li>2. <i>The use of staff rooms and offices to limit occupancy has been implemented.</i></li> <li>3. <i>Additional spaces for staff to congregate at break and lunch times have been identified.</i></li> </ol>	<b>3</b>	<b>L</b>
<b>Higher risk of contamination if pupils and staff use shared outdoor spaces and equipment</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	Pupils are reminded to socially distance when outdoors. Outdoor equipment is limited to use of the same selection daily. Children encouraged to only play with members of the same family.	<b>9</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Outdoor areas for breaks, lunch times and outdoor activities have been identified for specific groups.</i></li> <li>2. <i>Any equipment used is cleaned after lunchtime using identified products and only used by that group.</i></li> <li>3. <i>Staff are to ensure that outdoor activities are supervised to ensure that social distancing measures are maintained where possible. See COVID-19: cleaning of non-healthcare settings</i></li> </ol>	<b>6</b>	<b>L</b>
<b>Mixing of pupils during break and lunch times and maintenance of social distancing measures</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from</li> </ul>	<i>Pupils Staff</i>	Currently all pupils eat lunch in the school hall at individual tables (2m distance maintained). All furniture is cleaned thoroughly after use. Pupils are monitored during breaktimes and reminded accordingly of the need to social distance.	<b>9</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Stagger break and lunch times so that different cohorts of pupils don't mix</i></li> <li>2. <i>Ask pupils to clean their hands before lunch.</i></li> <li>3. <i>If pupils need to move around the building during lunch and break times make sure that they do in the groups they are already in and don't mix.</i></li> </ol>	<b>6</b>	<b>L</b>

	contact with contaminated surfaces					<ol style="list-style-type: none"> <li>4. <i>Ensure that children and staff remain 2 metres apart</i></li> <li>5. <i>Clean tables and chairs used for lunch in each group.</i></li> <li>6. <i>Children will eat their lunch in their classrooms to avoid mixing.</i></li> </ol>		
<b>Mixing of staff and pupils whilst providing school meals</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	<p>All school meals are provided in the form of prepacked lunches, reducing the risk of contact between staff and pupils.</p> <p>All pupils select food on arrival at school.</p> <p>Packed lunch is provided in a bag limiting risk of cross-contamination by hand to hand.</p> <p>Pupils wash hands before and after eating.</p>	<b>9</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Packed lunches will be provided instead of hot meals</i></li> <li>2. <i>Packed lunches will be provided to classrooms to reduce the movement around the school building and avoid pupils mixing outside of their cohort and long wait times for pupils</i></li> <li>3. <i>School meals staff are able to keep two metres apart in the kitchen</i></li> <li>4. <i>Cleaning products and hand sanitiser are available for use by the school meals staff</i></li> <li>5. <i>If pupils move outside their classroom to eat their lunch – dining areas are used at half capacity and table and chairs are cleaned in between cohorts of pupils using them</i></li> </ol>	<b>6</b>	<b>L</b>
<b>Mixing of pupils/staff during visits to toilets and hand washing facilities</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	<p>Pupils access one set of toilets. Pupils access toilets in limited numbers.</p> <p>Staff access single set of toilets. Toilets are cleaned thoroughly at the end of the day.</p> <p>Handwashing facilities maintained at all times.</p>	<b>9</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Specific toilets have been allocated to specific groups.</i></li> <li>2. <i>Toilets and hand washing facilities should only be accessed by pupils one at a time.</i></li> <li>3. <i>Pupils and staff to keep two metres apart, where possible.</i></li> <li>4. <i>Pupils and staff to wash their hands for 20 seconds using warm water and soap.</i></li> </ol>	<b>6</b>	<b>L</b>
<b>Unable to maintain social distancing measures during contact sport and</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person</li> </ul>	<i>Pupils Staff</i>	<p>Contact sports are not permitted at this time.</p>	<b>4</b>	<b>L</b>	<ol style="list-style-type: none"> <li>1. <i>Do not play sports or games together in line with the guidance</i> <a href="https://www.gov.uk/government/publications/coronaviru">https://www.gov.uk/government/publications/coronaviru</a></li> </ol>	<b>4</b>	<b>L</b>

physical education lessons	<p>transmission – hand to hand, hand to mouth, hand to body)</p> <ul style="list-style-type: none"> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>					<a href="#">s-covid-19- implementingprotective- measures-ineducation-and- childcaresettings/coronavirus- covid19-implementing- protectivemeasures-in- education-andchildcare- settings</a>		
Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	Pupils Staff	<p>Staff identified as being clinically extremely vulnerable are not accessing the school site and are working from home, where possible.</p> <p>Staff and pupils are following medical advice and COVID-19 guidelines for clinically extremely vulnerable and vulnerable.</p> <p>School is following DfE planning guidance on the wider opening of schools in relation to the two identified groups.</p> <p>School will implement an individual risk assessment process for vulnerable staff who are asked to work with pupils, who are not younger and can effectively adhere to social distancing and/ or return to a more regular working pattern.</p> <p>Staff and pupils regularly reminded of the importance of maintaining social distancing principles and good hand hygiene.</p>	6	L	<ol style="list-style-type: none"> <li>1. Children and young people (0 to 18 years of age) who have been classed as clinically extremely vulnerable due to pre-existing medical conditions have been advised to shield until the end of June and not attend school.</li> <li>2. Staff considered clinically extremely vulnerable individuals have been advised not to work outside the home until the end of June.</li> <li>3. Clinically vulnerable children and staff who are at higher risk of severe illness (for example, people with some pre-existing conditions as set out in the Staying at home and away from others (social distancing) guidance) have been advised to take extra care in observing social distancing and should stay / work from home where possible.</li> <li>4. If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, have been advised that they can attend their education or childcare setting.</li> <li>5. If a child, young person or staff member lives in a household with someone who</li> </ol>	3	L

						<i>is extremely clinically vulnerable, as set out in the COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable guidance, it is advised they only attend an education or childcare setting if stringent social distancing can be adhered to and, in the case of children, they are able to understand and follow those instructions.</i>		
<b>Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	Identified 'Isolation area' in place in school. Staff/pupils with symptoms are placed in the isolation area until arrangements can be made for them to leave site. Isolation space has access to adult & child bathrooms and is well ventilated. Isolation space has separate exit from building.	<b>9</b>	<b>M</b>	<ol style="list-style-type: none"> <li>1. <i>Staff are aware of the process for sending home other staff if they become unwell with a new, continuous cough or a high temperature and advise them to follow the COVID19: guidance for households with possible coronavirus infection guidance.</i></li> <li>2. <i>If a child is awaiting collection: - Move them to the identified room (staffroom) where they can be isolated behind a closed door - Depending on the age of the child and with appropriate adult supervision if required - Open a window for ventilation - If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. - The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. Signage will be used to alert staff if the room has been used and is awaiting cleaning.</i></li> </ol>	<b>4</b>	<b>L</b>

						<p>- Appropriate PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). Type IIR2 masks are required in cases where there aerosol generating procedures and a person is suspected covid / has covid symptoms.</p> <p>- Call 999 if they are seriously ill or injured or their life is at risk.</p> <p>3. If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell.</p> <p>4. Clean the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance.</p>		
<p><b>Visitors do not adhere to social distancing measures put in place</b></p>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> </ul>	<p><i>Pupils Staff</i></p>	<p>Visiting the school site is limited to essential staff only. All visitors must wash hands on arrival to the school site using station in main entrance. Majority of essential support provided by external services is done remotely (phone or video consultations,etc.)</p>	<p><b>6</b></p>	<p><b>L</b></p>	<ol style="list-style-type: none"> <li>1. Encourage potential visitors to contact the schools remotely rather than visiting the school</li> <li>2. Limit the number of visitors at any one time</li> <li>3. Provide a specific time window for essential visits to school</li> </ol>	<p><b>6</b></p>	<p><b>L</b></p>

	<ul style="list-style-type: none"> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>		Correct recording of details is currently maintained for all visitors.			4. <i>Maintain a record of all visitors, including contact details</i>		
<b>Delivery of inbound good - ineffective infection control and increased risk of infection</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	Deliveries are left at the entrance. Staff are able to wash hands and maintain hand hygiene throughout the day and when handling deliveries.	<b>6</b>	<b>L</b>	<ol style="list-style-type: none"> <li>1. <i>Increased handwashing and handwashing facilities for workers handling goods and merchandise and providing hand sanitiser where this is not practical have been implemented.</i></li> <li>2. <i>Non-business deliveries, for example, personal deliveries to workers have been restricted.</i></li> <li>3. <i>Incoming goods are cleaned if appropriate.</i></li> </ol>	<b>3</b>	<b>L</b>
<b>Cleaning - ineffective infection control and increased risk of infection</b>	<ul style="list-style-type: none"> <li>• <b>Direct transmission of COVID-19 virus</b> from being in close proximity to people with the virus (ie person to person transmission – hand to hand, hand to mouth, hand to body)</li> <li>• <b>Indirect transmission of COVID-19 virus</b> from contact with contaminated surfaces</li> </ul>	<i>Pupils Staff</i>	Team of cleaners on site at the end of each day to provide thorough cleaning of the spaces used. Cleaning staff have completed deep clean of unused classrooms and spaces. Purchase of appropriate resources to ensure continued access to required materials. Plans in place to provide deep clean to areas where pupil/adult displays symptoms of COVID-19. Doors are kept open to limit use of door handles and provide ventilation.	<b>6</b>	<b>L</b>	<ol style="list-style-type: none"> <li>1. <i>Additional cleaning requirements and hours agreed with provider</i></li> <li>2. <i>Deep cleans of the building are put into place where there is a confirmed case of COVID-19</i></li> <li>3. <i>Frequently touched surfaces are cleaned frequently with detergents and bleach</i></li> <li>4. <i>Toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, are cleaned more regularly than normal or removed</i></li> <li>5. <i>Spaces are well ventilated using natural ventilation (opening windows) or ventilation units</i></li> </ol>	<b>4</b>	<b>L</b>