

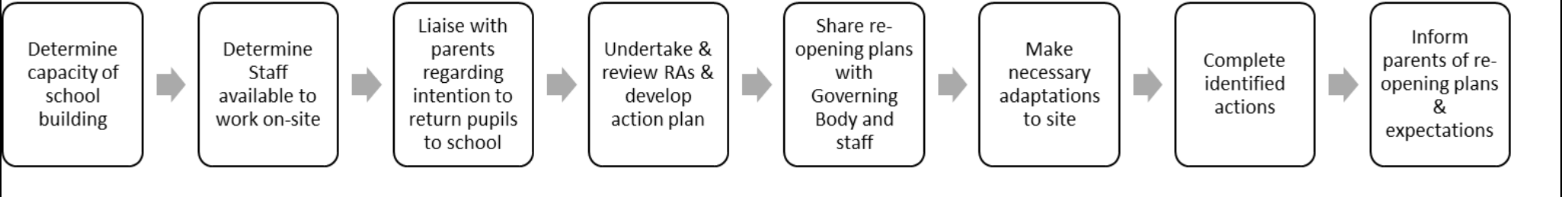
ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice

HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	Yes if in place No if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
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ACTIVITY: Coronavirus (COVID-19) Spread and Government Advice (REVISION 6) – 13.01.2021 (Page 1 of 28)		DATE OF ASSESSMENT 07.01.21
ESTABLISHMENT/SCHOOL St Aloysius RC VA Junior, Infant & Nursery Schools	SECTION/TEAM All	
WHO MIGHT BE HARMED? Employees, pupils, trainees, students and visitors		HOW MANY ARE AFFECTED? 500+

Steps of admitting more pupils (school has been open for approximately 200 key year group, key worker children and vulnerable children each day during lockdown)

- This document has been produced in conjunction with all Government guidance**
- All risk has been assessed to minimise the spread of the virus as far as possible**
- The risk assessment cannot guarantee safety of pupils and staff but if followed will mitigate risk as far as possible**
- It is staff members' responsibility to read and understand this document and implement the measures described**
- It is staff member's responsibility to ensure that pupils adhere to all social distancing (SD) measures**



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<p>This Risk Assessment sets out the decisions taken and measures put in place to prepare for the phased re-opening of the school and ensure the school continues to operate in a safe way. Existing policies and guidance continue to apply alongside the actions within this document, including but not limited to:</p> <ul style="list-style-type: none"> ● Health and Safety Policy ● First Aid Policy ● Child Protection Policy ● CYP Response Plan ● DFE Guidance relating to COVID19 ● The Health and Safety at Work etc. Act 1974 ● Management of Health and Safety at Work Regulations 199 ● Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 ● First Aid Regulations 1981 ● The Health Protection (Notification) Regulations 2010 ● Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' 				
Premises and equipment, water, etc. not maintained to statutory requirements:	Premises and utilities have been health and safety checked and building is compliant <ul style="list-style-type: none"> ● Water treatments ● Fire alarm testing ● Repairs ● PAT testing ● Fridges and freezers ● Boiler/ heating servicing 	Yes	<ul style="list-style-type: none"> ● Site Supervisor (SS) has continued with daily and weekly checks around school in line with his job description. ● All external inspections have taken place as arranged. ● All repairs are undertaken via STC Asset Management exam ● PAT Testing completed in line with regulations ● Fridges and microwave ovens currently available to staff to be thoroughly cleaned at the end of each day in line with current regulations 	L

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	<ul style="list-style-type: none"> • Internet services • Any other statutory inspections • Insurance covers reopening arrangements • Fire Risk Assessment and evacuation procedures reviewed and disseminated to all staff. 		<ul style="list-style-type: none"> • Boiler and heating serviced by STC in accordance with regulations • Internet and IT support provided by Openzone • All current school RA reviewed. Covid 19 Policy shared with staff. • There may be incidents in school where social distancing is not safe to do so (eg in case of fire). Where possible SD will be maintained. • Use of the stairs - use LHS of stairs at all times - and try to avoid crossing other people on the stairs. • Use of kitchen - only 1 person allowed at a time i.e. when using the kettle, microwave etc • Use of toilet - 1 person in the toilet room at time. If on entering the toilet room - you note the use of one of the toilets - it is staff responsibility to leave the toilet room and wait until it is clear of staff before entering and using the facilities <p>Fire procedure:</p> <ul style="list-style-type: none"> • The teacher/class lead in each classroom bubble is to take charge of pupils and staff in their bubble and ensure everyone leaves the building. • All other staff to ensure they leave the building as soon as possible. 	

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			<ul style="list-style-type: none"> • Admin staff to ensure a record of all staff on site is available. It is essential that all staff on site sign in at reception. • Teacher to inform reception staff of any missing people from their bubble • No member of staff to enter the building if a fire incident is in place unless they are trained as a fire warden. • Admin staff/SS to telephone 999 emergency services as soon as possible. • Fire evacuation point to remain as school yard. 	
	<p>A 'BUILDING RA COVID' assessment has been completed for the general running of the building.</p> <p>NB: TWFRS who has confirmed that wedging doors open is not best practice, however due to the COVID-19 crisis wedging classroom doors can be done, but cross corridor doors and doors leading on to a fire escape or stairway must remain in the closed position at all times</p> <p>Any door wedged open must have the wedge removed when the class is vacant even for the shortest period and the school must risk assess this.</p> <p>As for installing barriers in front of doors this is not acceptable under any circumstance, should an area need to be segregated then the use of signage and Fire Exit Door Security Seals should be used which would snap if the door is forced open allowing anyone emergency egress if necessary.</p>	Yes	<ul style="list-style-type: none"> • New internal layouts and access points agreed. • Staff entrance - reception • Pupil entrances via classroom emergency doors or nearest outside door • Rooms to be well ventilated at all times, classroom emergency exit doors can remain open as agreed with TWFRS • Fire exit door safety seals to be fitted to internal doors where necessary to maintain segregation and safety • All fire escapes routes to be kept clear at all times, as per normal building practice. 	L

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	Large quantities of high alcohol content hand sanitiser will be stored in a locked storage cupboard or metal cabinet and controlled as other combustibles.			
Child/Adult is unwell and it is believed that they have been exposed to COVID-19.	<p>Ensure that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms, or have tested positive in the last 10 days, and ensuring anyone developing those symptoms during the school day is sent home, are essential actions to reduce the risk in schools and further drive down transmission of coronavirus (COVID-19). All schools must follow this process and ensure all staff are aware of it.</p> <p>If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 10 days and should arrange to have a test to see if they have coronavirus (COVID-19).</p> <p>If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.</p> <p>This only applies to those who begin their isolation on or after 30 July. Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.</p> <p>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</p>	Yes	<p>Procedure for pupils with symptoms</p> <ul style="list-style-type: none"> Classroom staff take the child to the isolation room. Sit the child near an open window. Staff to put on all necessary PPE equipment. SLT/Admin to call parents if any child shows any symptoms. Parents are informed that they must be available to collect their child immediately if we call them with this information. If a parent is unable or unwilling to collect their child immediately, this will be dealt with as a safeguarding issue by SLT. Once the area is clear after use, the first aider to inform reception staff and the cleaner will be informed by phone of the cleaning requirement. Full area not to be used until cleaning is carried out, practise SD whenever possible. First aider to ensure all protocols are followed (paperwork, informing parents, etc) before the end of the school day. All trained first aiders must exercise extreme caution when treating any injury to any party as the social distancing 	L

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	<p>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.</p> <p>PPE must 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). More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance</p> <p>As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus COVID-19 symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.</p> <p>Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test and Trace.</p> <p>Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance.</p> <p>Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19).</p>		<p>measure may have to be breached to facilitate treatment by close and direct contact</p> <ul style="list-style-type: none"> • First aiders must assess the injured party from a safe distance and where treatment has been identified as required first aiders must wear latex free protective gloves and protective face masks whilst treating any type of injury or casualty and must wash hands immediately after treatment has been completed. • If a casualty requires CPR then this should be administered by chest compressions only and not rescue breaths as adequate infection control for first aiders cannot be maintained. • First aider to clean areas used during this process before returning to the classroom bubble. <p>Administration of medication:</p> <ul style="list-style-type: none"> • Administration of medication will be performed in the usual manner, ensuring SD measures at all times. • Areas used or touched during first aid will be cleaned by the first aider before returning the pupil to the classroom. • Gloves must be worn during this process and hands washed before and after the process. 	

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			<ul style="list-style-type: none"> All areas used during this process must be cleaned by the staff member administering the medication. <p>Cleaning of toilets after use:</p> <ul style="list-style-type: none"> Staff and pupil toilets will be cleaned regularly throughout the day. 	
<p>Risk of coronavirus infection spreading to shielded and clinically vulnerable adults</p>	<p>Where schools apply the full measures in the Government guidance and the Building and School RAs, the risks to all staff will be mitigated significantly, including those who are extremely clinically vulnerable and clinically vulnerable. We expect this will allow most staff to return to the workplace, although we advise those in the most at risk categories to take particular care while community transmission rates continue to fall.</p> <p>Advice for those who are clinically-vulnerable, including pregnant women, is available.</p> <p>Those individuals who are clinically extremely vulnerable are advised to work from home and not to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP, and may have been advised to shield in the past. Staff should talk to their employers about how they will be supported, including to work from home where possible, during the period of national restrictions.</p> <p>All other staff should continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.</p>		<ul style="list-style-type: none"> CEV staff in Tier 4+ have been directed to work from home CV staff have an individual RA pregnant staff can attend work until their 3rd trimester when they must work from home 	

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	<p>Individuals who were considered to be clinically extremely vulnerable and will receive a letter advising them to shield. Advice for those who are extremely clinically vulnerable can be found in the guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19.</p> <p>School leaders should be flexible in how those members of staff are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing. Further details will be sent to all schools and available on the Intranet.</p> <p>Staff and children who are clinically vulnerable or have underlying health conditions but are not clinically extremely vulnerable, may continue to attend school in line with current guidance.</p> <p>People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.</p>		<ul style="list-style-type: none"> In Tier 4+ the guidance for those who are clinically extremely vulnerable (CEV) is to shield Staff and pupils who are CEV are being supported 	
Risk of coronavirus infection spreading to shielded and clinically vulnerable persons via pupils or staff attending school	<p>More evidence has emerged that shows there is a very low risk of children becoming very unwell from coronavirus (COVID-19), even for children with existing health conditions. Parents should be advised to speak to their child's GP or specialist clinician if they have not already done so, to understand whether their child should still be classed as clinically extremely vulnerable.</p> <p>Those children whose doctors have confirmed they are still clinically extremely vulnerable are advised not to attend education whilst the national restrictions are in place. Schools will need to make appropriate arrangements to enable them to continue their education at home.</p>	Yes	<ul style="list-style-type: none"> Latest government guidance for pupils has been issued to parents. All parents informed of requirements within school and informed if their child cannot or will not follow procedures put in place, we will discuss this with parents and actions taken. Pupil protocols have been issued to parents and pupils All safeguarding concerns will continue to be reported to the schools DSL for action. In Tier 4+ the guidance for those who are clinically extremely vulnerable (CEV) is to shield 	L

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	<p>Children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable themselves, should still attend education.</p> <p>Parents of clinically extremely vulnerable children will be receiving a letter shortly confirming this advice.</p> <p>Pupils who are shielding or self-isolating We now know much more about coronavirus (COVID-19) and so in future there will be far fewer children and young people advised to shield whenever community transmission rates are high. Therefore, the majority of pupils will be able to return to school. You should note however that:</p> <ul style="list-style-type: none"> • a small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19) • shielding advice for all adults and children will subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. Read the current advice on shielding • if rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below). 		<ul style="list-style-type: none"> • Staff and pupils who are CEV are being supported • Staff have been risk assessed and documentation produced. They are being supported by a member of SLT. • Clinically extremely vulnerable people should not go to the workplace if they live or work in areas where shielding advice is active. Currently this applies to Tier 4 areas only. 	

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	<ul style="list-style-type: none"> some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment). You can find more advice from the Royal College of Paediatrics and Child Health at COVID-19 - 'shielding' guidance for children and young people. <p>Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we expect schools to be able to immediately offer them access to remote education. Schools should monitor engagement with this activity (as set out in the section below).</p> <p>Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.</p>			

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Risk of coronavirus infection spreading due to large class sizes and reduced space	Early years provision should continue to remain open and should continue to allow all children to attend full time or their usual timetable hours. This includes early years registered nurseries and childminders, maintained nursery schools, as well as nursery classes in schools and other pre-reception provision on school sites.	Yes	<ul style="list-style-type: none"> • Nursery pupils will be divided into 4 distinct groups, with one staff lead assigned to each • 30 hour pupils (19 in total, of which 17 are expected to return) will form 2 groups, with remaining children forming the other 2 groups. • Groups will be kept apart at a distance from each other • Although separate, 2 groups may be operating indoors and 2 groups outdoors at any one time (allowing a first aider to be present in each area) • Lunchtimes will operate in these groups • Regular cleaning will continue throughout the day of any communal areas, such as toilets. • Regular handwashing and promotion of good hygiene will continue. • Remote learning in nursery will cease once nursery reopens fully, any child not attending nursery will be contacted weekly by staff (telephone conversation) • There will be no expectation for the usual floor books/ learning journals to be updated in the usual way at this stage. 	L

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	<p>Early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. Schools should therefore work through the hierarchy of measures:</p> <ul style="list-style-type: none"> ● avoiding contact with anyone with symptoms ● frequent hand cleaning and good respiratory hygiene practices ● regular cleaning of settings ● minimising contact and mixing 		<ul style="list-style-type: none"> ● Staff leads will complete learning activities with each group to avoid movement of staff between groups. ● Staff should continue to maintain a distance with each other in line with the whole school risk assessment. ● Parents must request a place before their child returns to school. They must not just 'turn up'. This will allow time for staff to place the child in an appropriate group. ● Cleaning schedule in place ● Identified area in place where personal care activities carried out. Areas are cleaned following use. ● Staff wear the usual PPE when providing support with personal care. ● Personal care risk assessments in place where need identified and required PPE considered as part of the risk assessment. ● Due to the notification of school closures to all but vulnerable and key worker pupils, school is only open to this limited group. ● At present the government guidance has not set a maximum limit. Governors will explore this when this guidance is available. 	

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	<p>It is still important to reduce contact between people as much as possible, and we can achieve that and reduce transmission risk by ensuring children, young people and staff where possible, only mix in their class group bubbles and stay away from other people and groups. Class organisation will implement clear social distancing PHE is clear that if early years settings, schools and colleges do this, and crucially if they are also applying regular hand cleaning, hygiene and cleaning measures and handling potential cases of the virus as per the advice, then the risk of transmission will be lowered.</p> <p>Where settings can keep children and young people in those groups 2 metres away from each other, they should do so. While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk.</p> <p>For pre-school children in early years settings, the staff to child ratios within the Early Years Foundation Stage (EYFS) continue to apply as set out here, and we recommend using these to group children.</p> <p>Primary schools:</p> <ul style="list-style-type: none"> • Pupils will be in year group bubbles • If there are any shortages of teachers, then teaching assistants can be allocated to lead a group, working under the direction of a teacher. • Pupils will be kept in year group bubbles for all breaks • Desks should be spaced as far apart as possible and facing forward • Assemblies etc will be avoided where possible, all larger meetings will be held with year group bubbles only and using social distancing where possible • Pupils arriving at school wearing a face covering will be requested to remove it. Pupils must be instructed not to touch the front of their face covering during use or when removing them 		<ul style="list-style-type: none"> • This may mean we prioritise some pupils above others. At this stage and as a result of enough staff to support the bubbles we do not need to apply a priority list. (7.1.20) • Separate entrances/exits have been allocated to groups of children. • Pupils have been allocated separate areas of outdoors for play/lunch time. Lunchtime rota of meals has been organised. • All rooms will have posters and health information on display - specifically targeted at pupils. • Actions performed by school to ensure contact between people is kept to a minimum: <ul style="list-style-type: none"> • Staff entrance - reception • Pupil entrance - each class/year group will use a separate designated entrance • Only invited visitors will be admitted to the premises and this will be by appointment only, visitors are deemed to be any adult who is not on the school payroll (including Governors) • All staff members and visitors to use hand sanitiser upon leaving the reception area. • Classrooms will be class bubbles. <p>Infant site:</p> <ul style="list-style-type: none"> • Pupils will enter via their year group designated door. 	

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	<ul style="list-style-type: none"> Pupils must wash their hands immediately on arrival, dispose of temporary face covering in a covered bin or place reusable face coverings in a plastic bag to take home and then wash their hands again <p>Guidance on safe working in education, childcare and children's social care provides more advice.</p>		<ul style="list-style-type: none"> Parents will collect pupils from the same door. Start and finish times are staggered to avoid congestion. Social distancing measures to be followed. Pupils should remain in the class bubbles at all times but staff may move between bubbles if required. Parents are requested to wear a face covering while on school premises <p>Junior site:</p> <ul style="list-style-type: none"> Pupils will enter via their classroom external door or via their designated entrance where their classroom does not have an external door. Parents will collect pupils from the yard. Start and finish times are staggered to avoid congestion. Social distancing measures to be followed. Pupils should remain in the class bubbles at all times but staff may move between bubbles if required. Parents are requested to wear a face covering while on school premises <p>Staff breaks</p> <ul style="list-style-type: none"> Breaks will be staggered to enable SD in designated staff rooms <p>Lunch</p>	

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			<ul style="list-style-type: none"> Y3, Y4, Y5, Y6 will eat lunch in classrooms, Lunches will be delivered to classroom bubbles by kitchen staff at set times. <p>Parents dropping off and collecting:</p> <ul style="list-style-type: none"> Beginning and end of day will be staggered <p>Recording of attendance:</p> <ul style="list-style-type: none"> Staff responsible for each class bubble will complete the electronic register via Integris.. <p>Yard & outdoor space</p> <ul style="list-style-type: none"> See Arrangements for September" document Outdoor areas to be allocated to bubbles and times staggered. <p>Offices</p> <ul style="list-style-type: none"> All non classroom staff members will be expected to clean their areas after use - including telephone, keyboard and chair. These areas will be cleaned by the cleaner but this is an additional cleaning action. <p>Junior Hall</p> <ul style="list-style-type: none"> Hall will be used for serving pupil lunches to one year group bubble at time through a staggered timetable for Rec, Y1, Y2, Y3. 	

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			<ul style="list-style-type: none"> All deliveries to school to be distributed asap - boxes/items to be wiped down before distribution. IT Suite <ul style="list-style-type: none"> Keyboard, mouse, PC touchpoints etc MUST be wiped clean after every use 	
Risk of coronavirus infection spreading due to large class sizes and reduced space	Due to lower class numbers pupils to sit 2m apart where possible Desks will be arranged to face forward in all classes. Ensure safe entrance and exit routes with appropriate signage in place. Keep cohorts together where possible and ensure: <ul style="list-style-type: none"> children and young people are in the same class/year groups at all times each day, and different groups are not mixed during the day, or on subsequent days the same teacher(s) and other staff are assigned to each group and, as far as possible, these stay the same during the day and on subsequent days wherever possible children and young people use the same classroom or area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. In schools and colleges, you may want to consider seating students at the same desk each day if they attend on consecutive days 	Yes	Due to recommendations of not wearing face coverings, this impacts on the safe distance between staff and pupils. In order to prevent transmission of the virus, staff and pupils (where possible) will maintain a 2m distance. <ul style="list-style-type: none"> Pupils and staff will stay together for the full day. Outdoor time timetabled - area 1 and 2 of field used by classroom bubbles Water play is not advised due to risk of transmission. Wet hands can spread the virus which is why people are advised to thoroughly dry their hands after washing. Spot cleaning carried out throughout the day. 	L
Risk of coronavirus infection spreading due to large class sizes	Reduce mixing within education or childcare setting by: <ul style="list-style-type: none"> accessing rooms directly from outside where possible staggering breaks to ensure that any corridors or circulation routes used have a limited number of pupils using them staggering lunch breaks - children and young people should clean their hands beforehand and enter in the groups they are 	Yes	<ul style="list-style-type: none"> Establishment of class bubbles. Separate pupil entrance and exist. Timetable of outdoor time. Use of hand sanitiser on arrival into the classroom (with consent). 	L

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and reduced space	<p>already in, groups should be kept apart as much as possible and tables should be cleaned between each group. If such measures are not possible, children should be brought their lunch in their classrooms</p> <ul style="list-style-type: none"> ensuring that toilets do not become crowded by limiting the number of children or young people who use the toilet facilities at one time noting that some children and young people will need additional support to follow these measures (for example, routes round school marked in braille or with other meaningful symbols) 		<ul style="list-style-type: none"> Lunch taken in a classroom bubble (Y3, Y4, Y5, Y6) - delivered by kitchen staff / dishes removed by kitchen staff. Classroom staff to supervise toilet visits - to ensure no overcrowding of these areas. Classroom staff to supervise hand washing. 	
Risk of coronavirus infection spreading due to large class sizes and reduced space	<p>Use outside space:</p> <ul style="list-style-type: none"> for exercise and breaks for outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff although outdoor equipment should not be used unless the setting is able to ensure that it is appropriately cleaned between groups of children and young people using it, and that multiple groups do not use it simultaneously. Read COVID-19: cleaning of non-healthcare settings <p>For shared rooms:</p> <ul style="list-style-type: none"> use halls, dining areas and internal and external sports facilities for lunch and exercise at half capacity. If class groups take staggered breaks between lessons, these areas can be shared as long as different groups do not mix (and especially do not play sports or games together) and adequate cleaning between groups between groups is in place, following the COVID-19: cleaning of non-healthcare settings guidance stagger the use of staff rooms and offices to limit occupancy. 	Yes	<ul style="list-style-type: none"> Outdoor gym - children to wash their hands thoroughly after use. Equipment to be disinfected where possible. Timetable for use of outdoor space. No shared areas apart from toilets - and these will be used under classroom staff supervision. 	L

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	<p>Reduce the use of shared resources:</p> <ul style="list-style-type: none"> • by limiting the amount of shared resources that are taken home and limit exchange of take-home resources between children, young people and staff • by seeking to prevent the sharing of stationery and other equipment where possible. Shared materials and surfaces should be cleaned and disinfected more frequently • resources which are not easily washable or wipe-able have been removed • although practical lessons can go ahead if equipment can be cleaned thoroughly and the classroom or other learning environment is occupied by the same children or young people in one day, or properly cleaned between cohorts 	Yes	<ul style="list-style-type: none"> • See above re: individual and classroom resources. • Admin staff to sign people in and out - no use of shared materials in reception. • All classroom bubbles have been developed to only have essential equipment in. • All pupils allocated to a 'bubble' group of pupils within their own year group. Each 'bubble' to have dedicated teaching and learning space and allocated members of staff. Classroom organisation (Y1 upwards) allocated tables in rows to minimise possible contamination. Classrooms have been organised to ensure maximum space between pupils 	L
Risk of coronavirus infection spreading due to large class sizes and reduced space	<p>Consideration has been given to what activity is more difficult/ not possible to be undertaken with social distancing in place?</p> <p>Each activity should be risk assessed and should not be run unless the risks can be mitigated. Schools have the flexibility to decide how physical education, sport and other physical activities will be provided whilst following school RA's.</p> <ul style="list-style-type: none"> • PE, music, drama • Practical science lessons • DT/ FT • Government guidance for singing suggests this takes place in a large setting (i.e school hall) with ventilation and for limited periods 	Yes	<ul style="list-style-type: none"> • PPE available for all staff wishing to use it. • Staff are expected to wear face coverings in all communal areas and the school yards at the beginning and end of the school day, unless exempt • Photocopies to be sanitised by staff following every use (speak to SS if disinfectant not in room) • 1 person only in the photocopier rooms • PPE must be used by first aiders • Staff email - information video attached showing how to use PPE, staff declaration forms re virus and public health notices. 	L

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			<ul style="list-style-type: none"> No practical lessons to be undertaken without consent of SLT. Children from different bubbles to stand apart Staff to ensure room is well ventilated In Tier4+ singing teacher will not be booked however PE and other physical activities can take place, including the use of outside agencies, with the consent of the class teacher Staff and pupil counselling is available on request 	
Poor Psychological / Staff / Pupil Wellbeing – due to personal, workload, returning to school issues, etc.	<ul style="list-style-type: none"> Approach to support wellbeing, mental health and resilience in place, including bereavement support How staff are supported to follow this within their own situations and that of pupils and colleagues is clear. <p>covid-19-guidance-for-the-public-on-mental-health-and-wellbeing</p>	Yes	<ul style="list-style-type: none"> Mental Health Champions appointed before Covid 19. All staff are aware of MHC. Staff given regular updates and emails sent stating SLT and MHC are always available to speak to. MHC - available for staff and pupils. 	L
Risk of coronavirus infection spreading to children and staff at schools	<p>To help ensure that the risk of virus spread for both staff and children is as low as possible you should:</p> <ul style="list-style-type: none"> Ensure no visitors will be allowed entry into the building unless directed by the Head teacher or Senior Leader and agreed appointment. Visitors to the school should be restricted to only absolute necessary visits. In primary schools and education settings teaching year 6 and below, there is no change to the existing position. It is not mandatory for staff and visitors to wear face coverings. In situations where social distancing between adults in settings is 	Yes	<ul style="list-style-type: none"> Visitors will be discouraged however it is accepted that some meetings are essential. These meetings will be kept to an absolute minimum. Visitors must sanitise their hands before leaving the reception area. Interactions between staff, pupils, contractors and visitors to be kept to 	L

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	<p>not possible (for example when moving around in corridors and communal areas), settings have the discretion to recommend the use of face coverings for adults on site, for both staff and visitors.</p> <ul style="list-style-type: none"> ● Primary school children do not need to wear face coverings. ● School can request parents to wear face covering when entering site during drop off and pick up times, but this is not mandatory. ● tell children, parents, carers or any visitors, such as suppliers, not to visit the education or childcare setting if they are displaying any symptoms of coronavirus (COVID-19) ● consider how children arrive at the education or childcare setting and reduce any unnecessary travel on coaches, buses or public transport ● stagger lunch times, break times and the movement of pupils around the school to reduce large groups of children gathering ● discourage parents from gathering at school gates ● try to follow the social-distancing guidelines <p>Social distancing within education and childcare settings with very young children will be harder to maintain. Staff should implement the above measures as far as they are able, whilst ensuring children are kept safe and well cared for within their settings.</p>		<p>absolute minimum and work completed remotely where possible.</p> <ul style="list-style-type: none"> ● Meetings will be scheduled only with HT permission. ● No visitor will be allowed on premises unless they have an appointment in the school diary. All staff to ensure they add any appointments into the school diary. ● Staff and visitors are required to wear face masks when moving around communal areas (see Appendix A) ● Parents will not be allowed on school sites. All necessary meetings will take place via a video call. ● Deliveries to be distributed on the day of delivery. <p>Peripatetic workers</p> <p>Must not enter the building if experiencing any of the following symptoms:</p> <p>A high temperature</p> <p>A new continuous cough</p> <p>Loss or change to sense of smell or taste</p> <ul style="list-style-type: none"> ● Peripatetic workers (remote/mobile workers) on entering the premises they must wash their hands according to 	

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			<p>Government Guidance with soap and water regularly for 20 seconds:</p> <ul style="list-style-type: none"> • before entering school/setting after using the toilet; • before and after eating any food; • before entering their own car; • Before entering their own home. • Soap and water is the preferred method of disinfecting hands, however if soap and water is not available clean their hands with hand sanitiser. • They are to try to avoid touching surfaces unnecessarily to prevent cross contamination • They should refrain from all non-essential physical contact with staff and pupils • Ensure the 2m rule is maintained wherever possible and lead by example. • They must take reasonable care of their own health and safety • To follow the social distancing procedures and any one way entry / exit systems in place within the school or building they are visiting 	
Lack of first aid provision due to staff shortages	Risk assess the current provision – the staff and pupils medical conditions need to be taken into consideration, e.g. diabetes, allergies and the use of epi-pens, how far you are away from an A&E, etc. Where applicable you will need to ensure least one person who has a full paediatric first aid (PFA) certificate to be on the premises.	Yes	<ul style="list-style-type: none"> • See above re first aid. • First Aid rota is in place to ensure all medical needs will be taken care of by staff working on site each day. 	L

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	<p>You may be able to link up with other schools near to you to share first aid provision.</p> <p>https://www.gov.uk/government/publications/early-years-foundation-stage-framework-2/early-years-foundation-stage-coronavirus-disapplications</p>		<ul style="list-style-type: none"> Staff will be advised to clean themselves and change clothes 	
Risk of coronavirus infection spreading to children and staff due to lack of PPE	<p>Read the guidance on safe working in education, childcare and children's social care for more information about preventing and controlling infection, including when, how PPE should be used, what type of PPE to use, and how to source it.</p>	Yes	<ul style="list-style-type: none"> PPE is available for all to use if requested. Instructional video emailed to staff. All staff are aware of RA and its content. All staff to follow all advice within this document - control measures & actions. 	L
Risk of coronavirus infection spreading to children and staff due to poor communication	<ul style="list-style-type: none"> tell children, young people, parents, carers or any visitors, such as suppliers, not to enter the education or childcare setting if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus infection) tell parents that if their child needs to be accompanied to the education or childcare setting, only one parent should attend tell parents and young people their allocated drop off and collection times and the process for doing so, including protocols for minimising adult to adult contact (for example, which entrance to use) make clear to parents that they cannot gather at entrance gates or doors, or enter the site (unless they have a pre-arranged appointment, which should be conducted safely) also think about engaging parents and children in education resources such as e-bug and PHE schools resources 	Yes	<ul style="list-style-type: none"> Regular letter to parents explaining measures protocols published Website to display all relevant guidance LA contract cleaning has been increased to allow for extra cleaning duties 	

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	<ul style="list-style-type: none"> explain - changes to timetable, social distancing arrangements, staggered start times, expectations when in school and at home to pupils and staff ensure parents and young people are aware of recommendations on transport to and from education or childcare settings (including avoiding peak times). Read the Coronavirus (COVID-19): safer travel guidance for passengers talk to staff about the plans (for example, safety measures, timetable changes and staggered arrival and departure times), including discussing whether training would be helpful communicate early with contractors and suppliers that will need to prepare to support your plans for opening for example, cleaning, catering, food supplies, hygiene suppliers discuss with cleaning contractors or staff the additional cleaning requirements and agree additional hours to allow for this 			
If there is a confirmed case of coronavirus in a setting	<p>When a child, young person or staff member develops symptoms compatible with coronavirus:</p> <ul style="list-style-type: none"> they should be sent home and advised to self-isolate for 10 days. Their fellow household members should self-isolate for 10 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. When the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff 	Yes	<ul style="list-style-type: none"> All staff to follow the protocols set out here When the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation. Where the child, young person or staff member tests positive, the identified close contacts within their childcare or education setting should be sent home and advised to self-isolate for 10 days. 	

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	member they live with in that group subsequently develops symptoms.			
Failure to use test and trace leading coronavirus infection spreading to children and staff	<p>School will ensure they understand the NHS Test and Trace process and how to contact their local Public Health England health protection team. School will ensure that staff members and parents/carers understand that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> • book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit • provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace • self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19) • Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing. • The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. School has been provided 			

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	<p>with a small number of home testing kits that they can give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.</p> <ul style="list-style-type: none"> • School will ask parents and staff to inform them immediately of the results of a test: • if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating. • if someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 10 days. <p>Local PH contacts:</p> <ul style="list-style-type: none"> • The Covid inbox should be used in the first instance to direct any queries, as well as any information regarding any suspected or confirmed cases to COVID@southtyneside.gov.uk. This inbox is monitored 7 days a week by the public health team. 			

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	<ul style="list-style-type: none"> Public Health England (North East and Yorkshire Region) 0300 303 8596 Claire Mawson, Senior Public Health Advanced Practitioner claire.mawson@southtyneside.gov.uk 07776 992033 (part-time Monday-Wednesday am) Sam Start, Senior Public Health Advanced Practitioner samantha.start@southtyneside.gov.uk 07776997869 (Wednesday pm-Friday) 			
Failure to manage confirmed cases of coronavirus (COVID-19) amongst the school community	<p>School will take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). School will contact the local health protection team.</p> <p>This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.</p> <p>The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</p>			
Spread of virus during Science, D&T and Food Tech lessons	<p>Schools to follow CLEAPSS (Consortium of Local Education Authorities for the Provision of Science Services) COVID-19 (Coronavirus) in Schools - Returning in September Guidance (20/08/2020)</p> <p>CLEAPSS updated their guidance for schools returning in September. The key guide to read is GL343, this guide should be read alongside all of our COVID-19 guidance (see below for list).</p> <p>Primary schools should refer to the primary website for their guidance.</p>			

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Are there any other foreseeable hazards associated with this activity?	<p style="text-align: center;"><u>List any additional control measures</u></p> <p>Staff sickness procedure:</p> <ul style="list-style-type: none"> ● If any staff member is feeling unwell - they must inform DHT. ● If the illness relates to Covid 19, if they have been in school building during the past 14 days, all people they have been in contact with must be informed and advised to get tested. ● These people will not be allowed into school unless they have produced a negative test result or have isolated for 14 days. ● Staff members must arrange a test and will only be allowed back to work on production of negative result or after 14 days isolation. ● If sickness is not Covid related, staff members stay off work until they are well. ● All staff illnesses will be added to the sickness log in the usual manner. ● <p>Grounds:</p> <ul style="list-style-type: none"> ● SS to ensure grounds are kept in a safe and secure manner. 	Yes	<ul style="list-style-type: none"> ● HT will take advice from PHE as to further measures in school 	L

This document has been produced in conjunction with Government, Public Health England and Department for Education guidance. All known hazards have been identified, the risks evaluated and control measures put in place to minimise the spread of the virus, as far as reasonably practicable. We cannot eliminate all risk, but if this risk assessment is followed it will mitigate risk as far as reasonably practicable. It is the staff's responsibility to read and understand this document and implement the control measures described to ensure, where reasonably practicable, that pupils adhere to all social distancing, infection control measures and follow school specific requirements.

Reference Documents:



Further information can be found at:
 St Aloysius Covid RA Sept 20 - Appendix A (Personal Protective Equipment (PPE) and face coverings)
[Actions for education & childcare settings to prepare for wider opening from 1 June 2020](#)
[e-Bug](#)
[COVID-19: cleaning of non-healthcare settings guidance](#)
[symptoms of coronavirus](#)
[staying at home guidance](#)

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[guidance-to-educational-settings-about-covid-19](#)
[COVID-19: guidance on shielding and protecting people defined on medical grounds as extremely vulnerable staying-at-home-and-away-from-others](#)
[Early Years Foundation Stage](#)
[covid-19-guidance-for-the-public-on-mental-health-and-wellbeing](#)
[Coronavirus \(COVID-19\): safer travel guidance for passengers](#)
[social-distancing guidelines](#)
<https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2/early-years-foundation-stage-coronavirus-disapplications>
PPE
[COVID-19: guidance for households with possible coronavirus infection](#)
[PHE schools resources](#)
[Working safely during coronavirus](#)
<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>

ASSESSED BY (Print name) Tricia Burn	SIGNED 	DATE 07.01.2021
LINE MANAGER Nick Conway	SIGNED 	REVIEW DATE 07.01.2022

The risk assessment templates are intended as a starting point to consider the steps you may need to take to control the risks. It is unlikely that they will be appropriate for each individual school and they should therefore be adapted for your own specific circumstances. The manager/Head must develop them taking into account individual requirements and using any specific manufacturer's guidelines/instructions.