

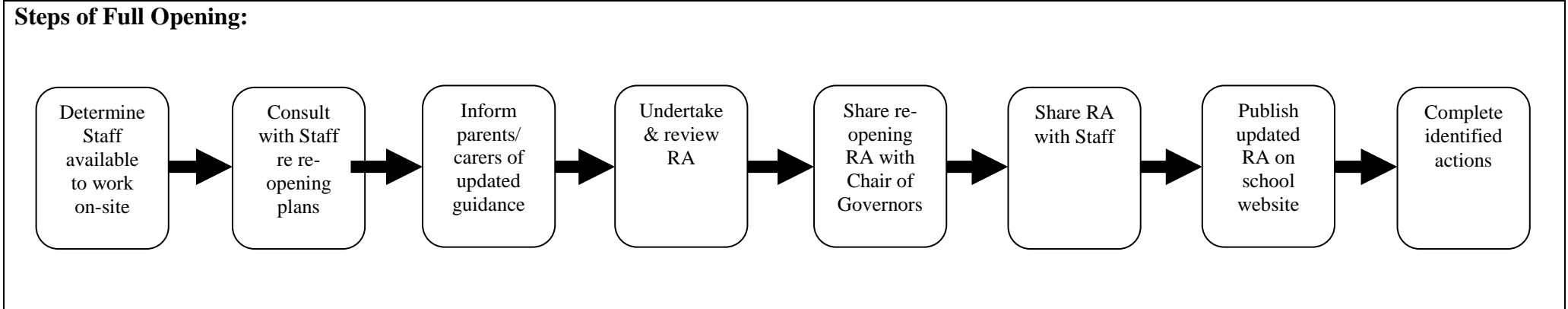


Risk Assessment for Full Opening: April 2021

All pupils to return full time from the start of the autumn term; including nursery

Coronavirus (COVID-19) Spread and Government Advice	Date of assessment: January 2021 Updated: April 2021
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Who might be harmed? <ul style="list-style-type: none">• Employees, pupils, parents, carers, visitors	How many are affected? <ul style="list-style-type: none">• 20 staff/ approximately 170 children
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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:

- Health and Safety Policy
- First Aid Policy
- Infection Control Policy
- Social Distancing policy
- Child Protection & Safeguarding Policy (Addendum April 2020)
- DFE Guidance relating to COVID19
- The Health and Safety at Work etc. Act 1974
- Management of Health and Safety at Work Regulations 1999
- 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’

<u>Hazards/ Focus</u>	<u>Existing Control Measures</u>	✓ if in place ✗ if not	<u>If '✗' state the action to be taken with timescales or indicate any additional control measures</u>	<u>Residual Risk Rating</u> High, Medium, Low
Building: Premises and equipment, water, etc. not maintained to statutory requirements:	Premises and utilities have been health and safety checked and building is compliant			Low
	<ul style="list-style-type: none"> Water treatments 	✓	Weekly checks will continue – carried out by Caretaker	
	<ul style="list-style-type: none"> Fire alarm testing 	✓	<ul style="list-style-type: none"> Weekly testing will continue Fire alarm service in school and nursery carried out by contractors – 28/01/21 	
	<ul style="list-style-type: none"> Repairs 	✓	None outstanding	
	<ul style="list-style-type: none"> PAT testing 	✓	Carried out 8 th March 2021	
	<ul style="list-style-type: none"> Fridges and freezers 	✓	Cleaned thoroughly March 2021	
	<ul style="list-style-type: none"> Boiler/ heating servicing 	✓		
	<ul style="list-style-type: none"> Internet services 	✓	Technician checked December 2020, rechecked March 2021	
	<ul style="list-style-type: none"> Any other statutory inspections 	✓	Electric check 19/05/20	
<ul style="list-style-type: none"> Insurance covers reopening arrangements 	✓			
A 'BUILDING RA COVID' assessment has been completed for the general running of the building.	<ul style="list-style-type: none"> Fire Risk Assessment and evacuation procedures reviewed and disseminated to all staff. 	✓	Reviewed and disseminated to staff Agenda item - Staff Meeting 7/09/2020 and revisited January 2021 Termly fire drill to be carried out as normal in school/ nursery.	Low
		✓	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 must remain in the closed position at all times Any door wedged open will have the wedge removed when the class is vacant even for the shortest period.	

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Staff/ children; Risk of coronavirus infection spreading to children and staff due to inadequate infection control procedure	Headteacher checks the latest Government advice daily and ensures the advice is shared and followed	✓	Union advice and guidance checked regularly Headteacher participates in weekly LA conference call	Medium
	Teachers share key information about hygiene at the start of each day to remind children of good practice.	✓	Key messages shared via 'Dojo' so parents are able to support hygiene practices	
	Increased signage e.g. 'Catch it, Bin it, Kill it' information posters are displayed around the school and in classrooms; use of handwashing video in place. Use of e-Bug resources to teach pupils about hygiene .	✓	Public Health England does not recommend the use of face coverings in schools for children of this age (February 2021) – this will be kept under review.	
	Pupils, staff and visitors to wash their hands for 20 seconds and dry thoroughly: <ul style="list-style-type: none"> • on arrival at school • after using the toilet • after sneezing or coughing • after playtimes and sporting activities • before eating any food, including snacks • before leaving school 	✓	<ul style="list-style-type: none"> • Supplies of paper towels/ toilet rolls and soap have been checked in school and nursery • Extra supplies of sanitiser have been delivered • Hand sanitiser available in key areas of school/ nursery • Use of songs/ rhymes to encourage youngest children to practise these hygiene procedures 	
	Any member of staff showing any symptoms to remain at home until tested. If symptoms develop while at work, staff member must go home immediately.	✓	<ul style="list-style-type: none"> • Currently the staffing level is excellent; if this was to change supply cover would be provided through the preferred supply agency 	
	The COVID-19: cleaning of non-healthcare settings guidance is followed. Surfaces that children touch, such as toys, books, desks, chairs, doors, sinks, toilets, are cleaned more regularly than normal <ul style="list-style-type: none"> • Children have own set of equipment to use in classrooms 	✓	<ul style="list-style-type: none"> • Stock check completed on all cleanings Supplies – March 2021 • Sufficient time is available for enhanced cleaning regime • Anti – bacterial wipes/ spray available for all staff to use 	

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<p>Staff/ children: Adult/ child is unwell and it is believed that they have been exposed to COVID-19.</p>	<p>Staff: If a member of staff develops coronavirus (COVID-19) they will be sent home and advised to follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' which states they must self-isolate for at least 10 days and</p> <ul style="list-style-type: none"> • No member of staff to come into school if they have COVID -19 symptoms or have tested positive in the last 10 days and arrange to have a test. 	✓	<ul style="list-style-type: none"> • Home testing kits available for all staff to use from week beginning 25/01/21. The LFD test will give a result in 30minutes • Tests to be carried out every 3-4 days • All results to be reported to Headteacher and also to 'Track & Trace' • Testing is not mandatory; staff do not need to provide proof of a negative result • Staff with a positive result must self-isolate and arrange a PCR test to confirm the result. 	Medium
	<p>Child:</p> <ul style="list-style-type: none"> • Any child showing symptoms of the virus to be isolated at front of school which is well ventilated and can be closed off. • A phone call home will be made to ensure the child is removed from school as soon as possible. • The First Aider accompanying the child must wear full PPE; if required the child's temperature can be taken • If the child needs to use a toilet while waiting to be collected, the 'Visitors' toilet will be used and will be cleaned using standard cleaning products before being used by anyone else • If no parent/ carer can be contacted, the First Aider will remain with the child and will seek further medical assistance if required – i.e. dial 999 • The First Aider does not need to go home unless 	✓	<ul style="list-style-type: none"> • The First Aider will maintain a 2m distance from the child; however, if the child is upset and requires comfort, the PPE will ensure protection for the adult • 'CPR advice during Covid 19' - guidance received from LA shared with all First Aiders during staff meeting 26/05/20 • 'CPR advice during Covid 19' – copy of guidance displayed in First Aid cupboard for future reference • The school may supply a Covid-19 testing kit to the parent if there is sufficient evidence that the parent is unable to access the test themselves. • NO testing to be carried out on school sites. • Public Health England do not recommend routinely taking the temperature of pupils as this is an unreliable method for identifying coronavirus. • Staff members to understand they will need to be ready and willing to: 	Medium

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	<ul style="list-style-type: none"> ➤ they develop symptoms themselves – in which case they should arrange a test ➤ they have been requested to do so by Track & Trace <ul style="list-style-type: none"> • They must wash hands thoroughly for 20 seconds, with soap and running water after any contact with the child. • The area will be cleaned with normal disinfectant after the child has left to reduce the risk of passing the infection on to others. 	✓	<ul style="list-style-type: none"> ➤ Engage with the ‘Track and Trace process ➤ know how to contact the local Public Health England health protection team. ➤ know how to book a test if they are displaying symptoms. ➤ 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) • There are a small number of testing kits in school – staff may have access to a test where it is believed this will significantly increase the likelihood of the child getting tested • Parents and staff must inform school immediately of the results of a test: <ul style="list-style-type: none"> ➤ if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. 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 continue to self-isolate for at least 10 days from the onset of 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. 	Medium

<u>Hazards/ Focus</u>	<u>Existing Control Measures</u>	✓ if in place ✗ if not	<u>If '✗' state the action to be taken with timescales or indicate any additional control measures</u>	<u>Residual Risk Rating</u> <u>High,</u> <u>Medium, Low</u>
<p>Class size: Risk of infection spreading due to large class sizes and reduced space</p>	<p>Measures have been implemented to reduce contact as much as possible while still delivering a broad and balanced curriculum.</p> <ul style="list-style-type: none"> • All tables set in rows 1 metre apart • All tables face forwards • Rec children remain in EY classrooms and outdoor areas – • In EYFS, tables are not in rows but children will work side by side not directly facing each other • Children wash hands (with soap) on every entry to classroom – i.e. first thing in the morning/ after playtime/ after going to the toilet etc. • Staff wash hands on entry to classroom • Hand sanitiser available for use in classrooms • Each child has own set of equipment – pencil/ coloured pencils/ Ipad etc. • Staggered playtimes for each year group: <i>(no afternoon playtimes)</i> <ul style="list-style-type: none"> ➢ Rec: no playtime, continuous provision ➢ Yr 1: 10.15- 10.30am (15 mins) ➢ Yr 2: 10.35 – 10.50am (15 mins) • Children wash hands before starting playtime and again on re-entry to classroom • Staff will encourage organised games/ activities during playtime to reduce risk of children getting too close to each other 	<p>✓</p>	<ul style="list-style-type: none"> • Young children cannot be expected to remain 2m apart from each other and staff, the updated DfE guidance recognises this and advocates 1m+ distance <i>when possible</i>. • Each class of children have own teacher; children can be in class group/ year group. • No more than 30 children in any classroom • Children will not interact face to face but will work side by side • For nursery and Reception children, the staff to child ratios within Early Years Foundation Stage (EYFS) will be maintained. • Soft furnishings in classrooms – i.e. cushions/ soft toys – washed regularly • Increased use of outdoor spaces • Targeted group interventions will resume with children from same year groups together; working side by side 	<p>Medium</p>

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<p>Class size: Risk of infection spreading due to large class sizes and reduced space</p>	<p>Reduce mixing within nursery/ school by:</p> <ul style="list-style-type: none"> • Children remain in same classroom for majority of the day • Children encouraged to walk with hands by sides around school – not to ‘trail’ fingers along walls • Any child leaving the classroom, e.g. to go to the toilet, wash hands thoroughly on re-entry to the classroom • Signage around school to reinforce the 2m social distancing • Staggered lunch breaks - children to clean their hands beforehand • Tables cleaned between year groups at lunchtime • Limited number of children using the toilet facilities at one time • Year groups sit apart on separate tables. • Extra support for some children who need additional support to follow these measures 	✓	<ul style="list-style-type: none"> • No daily, whole school assembly • Weekly singing with peripatetic pianist; Risk Assessment and safety precautions in place • Staggered lunch break: <ul style="list-style-type: none"> ➤ Yr 1: 11.55 – 12.15pm ➤ Yr 2: 12.15 – 12.30pm ➤ Rec: 12.30 – 12.50pm • ‘One way’ entry/ exit system to hall established at lunch time to minimise opportunity for groups to interact • The hall may be used for sports activities by separate groups, groups will not mix, and there will be adequate cleaning between groups ref: COVID-19: cleaning of non-healthcare settings guidance 	Low
	<p>Increased use of outside spaces:</p> <ul style="list-style-type: none"> • For exercise and breaks • For outdoor education, as this can limit transmission and more easily allow for distance between children and staff • Outdoor equipment will only be used if it can be cleaned appropriately between groups of children using it, and multiple groups do not use it simultaneously. 	✓	<ul style="list-style-type: none"> • Some outdoor equipment will be specifically allocated to each year group and will still undergo regular cleaning 	

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<p>Class size: Risk of infection spreading due to large class sizes and reduced space</p>	<p>Reduction in the use of shared resources:</p> <ul style="list-style-type: none"> • Shared materials and surfaces will be cleaned and disinfected more frequently • Practical lessons/ activities can proceed if equipment can be cleaned thoroughly • Reduction of 'equipment' brought into school each day by pupils – i.e. inly school reading book bag and packed lunch box (if required). 	<p>✓</p>	<ul style="list-style-type: none"> • Individual reading books can go home but each class to use own set of reading books to monitor use and avoid chance of cross - contamination • Homework activities can be sent home/ returned to school each week • Shared library books must not go home as these are used by all year groups - therefore the library will be out of use • Curriculum: all subjects and activities to be reinstated. • Children/ groups may work together but must remain adjacent to each other and not in direct face to face contact • No visits which use public transport to be undertaken this academic year • Visitors (as part of curriculum) may come into school if prearranged; but must remain distanced to children at all times, wear a face covering if possible and a Risk Assessment is completed prior to the visit. 	<p>Low</p>

<u>Hazards/ Focus</u>	<u>Existing Control Measures</u>	✓ if in place ✗ if not	<u>If '✗' state the action to be taken with timescales or indicate any additional control measures</u>	<u>Residual Risk Rating</u> <u>High, Medium, Low</u>
<p>School Community: Failure to manage confirmed cases of coronavirus (COVID-19)</p>	<ul style="list-style-type: none"> • Swift action must be taken if/when someone who has attended has tested positive for coronavirus. • The Headteacher will contact the local Health Protection Team who 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. <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. • 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) 	<p>✓</p>	<ul style="list-style-type: none"> • The Health Protection Team will work with schools in this situation to guide them through the actions they need to take. • Schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. • Close contact means: <ul style="list-style-type: none"> • direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact • proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual • travelling in a small vehicle, like a car, with an infected person • The Health Protection Team will provide definitive advice on who must be sent home. • To support the HPT, a record will be kept of pupils and staff in each group, and any close contact that takes places between children and staff in different groups. Schools do not need to ask pupils to record everyone they have spent time with each day or ask staff to keep definitive records in a way that is overly burdensome. 	<p>Low</p>

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<p>School Community: Failure to manage confirmed cases of coronavirus (COVID-19)</p>		✓	<ul style="list-style-type: none"> • The names or details of people with coronavirus (COVID-19) will not be shared unless essential to protect others • Household members of the ‘contacts’ who are sent home do not need to self-isolate themselves unless the person who is self-isolating subsequently develops symptoms. • If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’. • They should get a test, and: <ul style="list-style-type: none"> • if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. • if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms. 	Low
<p>Failure to contain any outbreak by following H P Team advice</p>	<ul style="list-style-type: none"> • Two or more confirmed cases in school within 14 days, or an overall rise in sickness absence where coronavirus is suspected, may be an outbreak; school will continue to work with the local HP Team who will advise if additional action is required. 	✓		Low

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<p>Staff: Risk of infection spreading to shielded and clinically vulnerable adults</p>	<ul style="list-style-type: none"> Shielding measures were paused from 1st August 2020 – local lockdown would result in shielding continuing. Schools are currently not considered high risk settings when compared to other workplace environments. Staff will follow the controls outlined in this document to minimise the risks of transmission; i.e. hand washing/ ventilation/ social distancing 	✓	<ul style="list-style-type: none"> Currently no staff are classed as clinically extremely vulnerable Staff who are pregnant: are in the clinically vulnerable category; they are expected to follow the controls outlined in this document to minimise the risks of transmission; i.e. hand washing/ ventilation/ social distancing. A separate Risk Assessment is completed for pregnant staff in line with the Management of H&S at Work Regulations 1999. The Royal College of Obstetrics and Gynaecology (RCOG) has published <u>occupational health advice for employers and pregnant women</u>. this includes advice for women from 28 weeks gestation or with underlying health conditions who may be at greater risk. This advice will be followed and will be monitored for future updates. 	Low
<p>Staff/ Pupils: Risk of infection spreading to shielded and clinically vulnerable persons via pupil/ staff attending school</p>	<ul style="list-style-type: none"> The majority of pupils will be able to return to school, however; 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) 	✓	<ul style="list-style-type: none"> Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, they will immediately be offered access to remote education. 	Low

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Curriculum: Spread of infection during Science/ D.T. lessons	<ul style="list-style-type: none"> • Children wash hands before starting any group activity/ use own equipment 	✓	<ul style="list-style-type: none"> • 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) 	Low
Staffroom: Risk of infection spreading due to reduced space	<ul style="list-style-type: none"> • Staff wash hands on entry to Staffroom • No face to face contact – maintain a 1m distance • All utensils washed thoroughly in boiling water/ dishwasher • Tea towel washed frequently 	✓	<ul style="list-style-type: none"> • Staff can sit side by side during PPA – provided the room is well ventilated • During lunchtime/ Staff Meetings, chairs spread apart to maintain distance between staff and room well ventilated • Miscellaneous meetings in Staffroom (e.g. Social Workers) – all participants wash/ sanitise hands on entry. Disposable cups used if drinks are provided 	Low
Staff / Pupil Wellbeing: Concerns over returning to school etc.	<p>Staff:</p> <ul style="list-style-type: none"> • Headteacher has ‘open door’ policy for all staff • Excellent staff morale exists in school • Robust support system in place for any staff member suffering a bereavement • Reference: covid-19-guidance-for-the-public-on-mental-health-and-wellbeing <p>Children:</p> <ul style="list-style-type: none"> • As part of PSHCE/ wellbeing, all children are encouraged to talk about their experiences/ concerns • Coronavirus will be discussed in relation to the procedures in school 	✓	<ul style="list-style-type: none"> • Weekly Staff Meetings have been shortened and will take place in a classroom until further notice • PPA with year group colleague in school each week to share ideas/ concerns etc. 	Low

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<p>Risk to staff/ children: infection spreading to children and staff at schools</p>	<p>To ensure the risk of virus spread is as low:</p> <ul style="list-style-type: none"> • No visitors allowed entry unless directed by the Headteacher • Parents/ carers will be advised (via 'Dojo') not to visit the school/ nursery if they are displaying any symptoms of coronavirus <p>Entry: School</p> <ul style="list-style-type: none"> • No adults allowed access into the yard when bringing children in the morning • Three separate 'start' times to school: 8.15am Breakfast Club/ 8.30am 'Wake up, Shake up/continuous entry from 8.45 - 8.55am • Children 'dropped off' at main playground gate (if not attending Breakfast Club/ Wake up, Shake Up') to make own immediate entry into school, i.e. no waiting in yard— staff will be in place to assist as required <p>Exit: School</p> <ul style="list-style-type: none"> • Only one adult for each child allowed in playground; no siblings • Staggered home time: Reception 3pm Yr1 3.10pm Yr2 3.20pm <p>'4 O'clock Club' – on as usual for all children, Risk Assessment in place</p>	<p>✓</p>	<ul style="list-style-type: none"> • Adults not permitted to 'wait around' at start/ end of the day • All parents/ carers must wear a face covering when on school grounds at all times <p>Visitors to school</p> <ul style="list-style-type: none"> • Only essential visitors will be permitted entry e.g. to carry out essential maintenance work/ social workers • All visitors to sign in at front entrance • QR code available for those people using the 'Track & Trace' app • Hand sanitizer to be used on entry • Masks/ face coverings to be used by all visitors while in school • No visitor will be allowed entry to classrooms while occupied by children 	<p>Low</p>

<u>Hazards/ Focus</u>	<u>Existing Control Measures</u>	✓ if in place ✗ if not	<u>If '✗' state the action to be taken with timescales or indicate any additional control measures</u>	<u>Residual Risk Rating</u> <u>High, Medium,</u> <u>Low</u>
<p>Risk to staff/ children: infection spreading to children and staff at schools</p>	<p>Entry: Nursery</p> <ul style="list-style-type: none"> • No adults allowed access into the building when bringing children in at the start/ end of the session • Children ‘dropped off’ at main entrance to make own immediate entry into nursey, i.e. no waiting in yard till start time– staff will be in place to assist as required <p>Exit: Nursery</p> <ul style="list-style-type: none"> • Only one adult for each child allowed in playground; no siblings • Staggered home time: <ul style="list-style-type: none"> ➤ 2 year olds: 11.20am/ 3.30pm ➤ 3 year olds: 11.30am/ 3.40pm (use door from main room) ‘30 hours’ children: 3.30pm (use door from old cloakroom) 	<p style="text-align: center;">x</p>	<ul style="list-style-type: none"> • Not required to date due to the low number of children attending Nursery 	<p style="text-align: center;">Low</p>

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<p>First Aid: Lack of first aid provision due to staff shortages</p>	<ul style="list-style-type: none"> • Current first aid supplies have been audited and organised • Accredited first aiders available in school/ nursery at all times – <ul style="list-style-type: none"> ➢ 7 - Paediatric First Aiders ➢ 6 - First Aid in the Workplace • All First Aiders have current qualifications 	✓	<ul style="list-style-type: none"> • Annual Medical Awareness Update presented by School Nurse – 8/09/20 • No child with specific medical needs currently on roll/ no requirement for epi-pens • Refresher courses booked for First Aiders whose qualifications expire 2020-21 	Low
<p>PPE: Risk of infection spreading to children and staff due to lack of PPE</p>	<p>The majority of staff will not require PPE , even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases including:</p> <ul style="list-style-type: none"> • If a child, becomes unwell with symptoms of coronavirus while in school and needs direct personal care until they can return home. • A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. • If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. • If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting and staff cannot maintain a 2m distance there may be a case for PPE use • If any direct contact/care provided, then disposable aprons and gloves to be used. 	✓	<ul style="list-style-type: none"> • PPE is located in nursery and in school • Currently no pupil's personal care routinely already involves the use of PPE • There are no children in school/ nursery who spit/ require intimate personal care 	Low

<u>Hazards/ Focus</u>	<u>Existing Control Measures</u>	✓ if in place ✗ if not	<u>If '✗' state the action to be taken with timescales or indicate any additional control measures</u>	<u>Residual Risk Rating</u> <u>High, Medium, Low</u>
<p>Poor Communication: Risk of infection spreading to children and staff due to poor communication</p>	<p>Communication:</p> <ul style="list-style-type: none"> • Staff: Full Staff Meeting on return in September (In-service days) to explain - arrangements, expectations when in school • Cook & Catering Services: are aware of plans for full opening • Cleaning Staff: have been informed of cleaning requirements • Parents/ carers have been updated via 'Dojo' messages • Governors: Headteacher has been in constant contact with Chair of Governors • Chair of Governors (& Parent Governors) have access to 'Dojo' 	✓	<ul style="list-style-type: none"> • All staff have been consulted regarding arrangements for full opening • All Staff to able to access a copy of 'Full Opening Risk Assessment' by 19/04 on main website 	Low
<p>Deliveries: Risk of infection spreading to children and staff due to deliveries into school</p>	<p>Deliveries to school:</p> <ul style="list-style-type: none"> • All deliveries are received at the main entrance –SBM uses own pen to sign for deliveries if a signature is required • Heavier goods are delivered into main reception area, overseen by SBM maintaining 2m social distancing from delivery driver at all times • Goods are unpacked by staff member and wiped with anti – bacterial wipes if necessary • Staff wash hands following contact with any delivered goods • Food/ catering deliveries go directly into kitchen via separate, specific entrance. 	✓	<ul style="list-style-type: none"> • Cook has own risk assessment in place as advised by LA catering services 	Low

<u>Hazards/ Focus</u>	<u>Existing Control Measures</u>	✓ if in place ✗ if not	<u>If '✗' state the action to be taken with timescales or indicate any additional control measures</u>	<u>Residual Risk Rating</u> <u>High, Medium,</u> <u>Low</u>
Transport: Risk of coronavirus infection spreading due to use of transport	Adjust transport arrangements where necessary including: <ul style="list-style-type: none"> Parents and children to walk or cycle to school/ nursery where possible ref: Coronavirus (COVID-19): safer travel guidance for passengers 	✓	<ul style="list-style-type: none"> No child uses transport arranged by LA/ school No visits, using public transport, to be undertaken during this academic year 	Low

Reference Documents:

Further information can be found at:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

<https://www.gov.uk/government/publications/coronavirus-covid-19-early-years-and-childcare-closures/coronavirus-covid-19-early-years-and-childcare-closures>

[e-Bug](#)

[COVID-19: cleaning of non-healthcare settings guidance](#)

[symptoms of coronavirus](#)

[staying at home guidance](#)

[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](#)

- This Risk Assessment is subject to change as a result of current conditions and will be updated accordingly in response to any DfE guidance.
- Risk Assessment shared with all staff in school and Governors

Assessed by:	Role:	Signed:	Date:
Mrs C. E. Askwith	Headteacher		19/04/2021
Mr M. Hodgson	Chair of Trustees		19/04/2021