



Risk Assessment

School Re-opening for all pupils in September 2020

Risk Rating

			SEVERITY				
			Negligible	Minor	Moderate	Major	Fatal
		0	1	2	3	4	5
Likelihood	Rare	1	1	2	3	4	5
	Unlikely	2	2	4	6	8	10
	Likely	3	3	6	9	12	15
	Highly Likely	4	4	8	12	16	20
	Certain	5	5	10	15	20	25

RR	Definition	Score	Risk Level
	Acceptable/no further action required	0-4	ACCEPTED
	Improve within 6 months / manage continuously	5-9	MINOR
	Improve within 3 months / manage closely	10-15	MODERATE
	Improve immediately/ stop activity	16-25	HIGH

Risk Rating Definitions

Severity:		Likelihood	
Negligible:	The impact of the hazard is not significant and would present little to no harm.	Rare	probability < 5%
Minor:	The impact of the hazard presents a small impact including minor injuries.	Unlikely	probability: 5-25%
Moderate:	The impact of the hazard presents a moderate impact including moderate injuries.	Likely	probability: 25 - 50%
Major:	The impact of the hazard presents a significant impact including major injuries.	Highly Likely	probability: 50- 75%
Fatal:	The impact of the hazard could cause a fatality.	Certain	probability: 75%+

THIS RISK ASSESSMENT APPLIES TO ALL OUR PUPILS, STAFF AND ANY OTHERS WHO COULD BE AFFECTED BY OUR ACTIONS / NON-ACTIONS

For the purpose of the risk assessment, Coronavirus will be at times abbreviated to C19

This risk assessment is an update of the Covid19 School Re-opening assessment that was put in place for 2 June 2020 with advice taken from the Government: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
DROP-OFF / PICK UP									
Risk of children, parents, staff and others transmitting coronavirus between themselves whilst dropping off/ picking up.	2	5	10	<ul style="list-style-type: none">Parents have staggered drop off/ pick up windows to reduce congestion.Appropriate signage in place to highlight importance of social distancing.SLT to manage drop off/ pick up by being on duty at the start and end of every school day.Caretaker to ensure paths are clearly marked and driveway is secured at drop off. Office staff to ensure driveway is blocked off at pick up.Safety procedures and risk assessments shared with parents, staff and others to ensure awareness.Signage in place asking all parents to leave premises immediately after dropping off or picking up their child(ren).Signage in place reminding parents about social distancing.	1	5	5	MINOR	HT/DHT/SBM have overall responsibility for this. The Caretaker will support this process. Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk level. Staff and parental updates/reminders will continue weekly through the school newsletter and targeted phone calls/emails where necessary.

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
Increased risk of infection to children, staff and others through the spread of the coronavirus from anyone coming into school with symptoms and the increased number of children, staff and others returning to school.	2	5	15	<ul style="list-style-type: none"> All Parents, staff and others have been informed about strict quarantine of any child or adult exhibiting symptoms (10 days out of school – tested before return, NHS Test & Trace system used). The school understand the NHS Test and Trace process and how to contact the PHE health protection team. Parents, staff or others will inform the school immediately of the results of a test. If a member of the community receives a positive test result the local health protection team will be contacted and their advice followed on who should self isolate (most likely to be those who have been in 'close contact'). Additional cleaning of the the affected classroom will be undertaken.. Close contact means: within 1 metre, face to face, skin to skin; extended close contact with 1 to 2 metres for more than 15 minutes; travelling in a small vehicle together. If two or more cases, school may close temporarily to help control transmission. PHE health team or LA will advise. Remote education will be implemented where necessary. If an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive – class, then year group, then whole school if necessary. If a child, staff or other has a suspected case of C19 in their household, they remain absent from school until testing has taken place. Subsequent trace and test measures will be investigated to 	1	5	5	MODERATE	<p>SLT have overall responsibility for this.</p> <p>The Premises Team will support this process on behalf of SLT with the locking and unlocking of gates.</p> <p>SBL will administer and manage contractors on behalf of SLT.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly.</p> <p>Staff and parental updates/reminders will continue weekly.</p> <p>SLT will monitor and deal with any individual scenarios on a case by case basis, ensuring a review and revised assessment of risk measures is undertaken.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				ascertain what closures would be required in line with Government guidelines. <ul style="list-style-type: none"> • Thermometers available in school to check any child or member of staff if there are concerns about fever during the school day. • No child, staff or other allowed into school if showing symptoms. • Parents, visitors and others asked not to come into school unless essential and signage in place to convey this message. • Classes and Year groups will be kept separate as far as is possible to ensure contact between children, staff and others is reduced. • Testing kits available in school for parents unlikely to take children to testing facility. • All deliveries will be left in the entrance hall and no delivery staff will be allowed on site. • Only essential contractors will be allowed on site and will adhere to social distancing, risk assessments and policies and be escorted by a member of the admin team. • Contractors will access areas of the school on a needs basis and use outside doors where possible. 					
Number of people entering the building accommodates supply staff, volunteers and parent helpers increases risk of contamination to staff, children and others.	3	5	15	<ul style="list-style-type: none"> • Aim to use specific supply teachers who are already members of our school community. • All supply staff will receive on-site training and guidance by the Deputy Headteacher before starting their role to ensure C19 measures and procedures are understood and adhered to; • Individual risk assessments in place for volunteers including parent helpers before allowing entry to the school. • C19 procedures will be shared with all volunteers before they begin a role in school. 	1	5	5	MINOR	HT/DHT have overall responsibility for this. DHT to manage sharing RA and measures with supply staff and volunteers.

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
Traffic congestion outside the school premises leading to a breakdown in social distancing and increasing the risk of coronavirus transmission for children, staff and others.	3	4	12	<ul style="list-style-type: none"> Staggered start/ end to the school day – timetables are distributed to all staff, parents and others. Parents told not to drive to school unless critical and to walk or cycle wherever possible. 	2	4	8	MINOR	HT/DHT Staff and parental updates/reminders will continue weekly.
DURING THE SCHOOL DAY									
Lack of social distancing in school and particularly across classes/year groups increasing the risk of coronavirus transmission for children, staff and others.	3	5	15	<ul style="list-style-type: none"> Children enter and leave classrooms via outside doors only and under supervision to reduce contacts in school. Staggered break and lunch times ensures fewer children moving around the building at any time. Social distancing for all pupils, staff, visitors and others encouraged throughout the school with increased signage and one way system. 	1	5	10	MODERATE	SLT have overall responsibility for this. All staff, visitors and others will support the procedures in place.

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Year Groups have set toilets Milton solution available in adult toilets Restricted access to other group rooms around the school Children to remain in their classrooms throughout the school day – only use the office in case of emergency 					Staff and parental updates/reminders will continue weekly.
Transmission of Coronavirus to pupils, staff and others from high use areas around the school and a lack of appropriate cleaning.	3	5	15	<ul style="list-style-type: none"> All areas of the school will be professionally cleaned daily. All door handles and push pads cleaned thoroughly each evening (4pm- 6pm). Milton solution provided for CTs/TAs to wipe handles/push pads during the day None fire doors to be propped open to prevent touching In the event of an outbreak anywhere in the school the cleaning contractors would be instructed to undertake a full deep clean of the affected area or whole school where necessary – 	1	5	5	MINOR	<p>HT/DHT have overall responsibility for this. SBM will administer cleaning and cleaning resources on behalf of SLT.</p> <p>Cleaning Contractor instructed to undertaken procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to maintaining the residual risk.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Cleaning products available in locked cupboards in Classrooms for staff to use throughout the day at their discretion if they want to e.g. tabletops / chairs / resources. Doors throughout the school will be propped open as long as they are not fire doors. This will include children's toilet doors where it is safe to do so and privacy can be ensured. One way system in place around old part of school where corridors are narrow to avoid congestions Staff encouraged to wear face masks in enclosed spaces away from children (staff room, corridors) to minimise the risk of virus spread. 					Staff and parental updates/reminders will continue weekly.
Cross contamination, spread of virus through the lack of proper hand washing and whilst using toilet facilities will create a greater risk of infection for children, staff and others.	3	5	15	<ul style="list-style-type: none"> All children, staff, others will wash/sanitise hands upon entering the premises. Hand soap placed in every child's hand upon entry to the classroom and every child washes hands in their designated toilet/classroom. Hand sanitiser available for adults in all classrooms and key staff areas Posters displaying Government handwashing guidelines displayed in all hand washing areas. Youngest children observed whilst hand washing. Guidance and training given to all pupils, staff and others. All sink areas / taps cleaned as part of cleaning schedule listed above and cleaning products available to staff to clean throughout the day if they wish to do this as well e.g. anti-bacterial sprays. 	1	5	5	MINOR	<p>SLT have overall responsibility for this.</p> <p>SBM will administer cleaning and cleaning resources on behalf of SLT.</p> <p>All staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to maintaining the residual risk.</p> <p>Staff and parental updates/reminders will continue weekly.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Children ONLY use their allocated year group toilet (including at break/lunchtimes). Children, staff and others will be taught/asked to check toilets have availability before they enter. Signage in place as a reminder. External doors to children's toilets propped open (where privacy allows) so they can see in before entering and reduce risk of contamination on handles. Anti-bacterial spray available around the school for staff to use after using photocopiers, staff room, laminators, computers, telephones etc. Playtimes are staggered so children will be encouraged to use the toilet prior to playtime and lunch time and encouraged not to use the toilet during playtimes. Appropriate cleaning resources made available wherever possible to ensure hygiene standards are met. 					
Increased risk to children, staff and others of contracting or transmitting the virus due to a lack of awareness and training.	3	5	15	<ul style="list-style-type: none"> Government guidance shared and disseminated to staff, parents, children and others by SLT. Local Authority guidance and advice shared and disseminated to staff, parents, children and others by SLT. Guidance and training provided to all staff and others on coming back to school for the first time. Staff will go through school rules with new year groups returning to school to ensure their understanding of managing hygiene and reducing spread of the virus. Signs and guidance on all aspect of the virus will be displayed throughout the school. Promote 'catch it, kill it, bin it' approach 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage with additional training provided where necessary</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to maintaining the residual risk.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Regular updates and guidance given to children, staff and others on an ongoing basis. Where breaches in rules, risk assessments or guidance occur, further training and support will be provided. 					Staff and parental updates/reminders will continue weekly.
Increased risk of transmission of virus through use of the children's cloakrooms will increase risk of infection or transmission for children, staff and others.	3	5	15	<ul style="list-style-type: none"> To avoid groups mixing, children will use cloakrooms 1 or 2 at a time. Classes will use outside doors to access classrooms rather than using cloakroom corridors. Children will not bring PE kit or extra resources into school to store in cloakrooms. 	1	5	10	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk.</p>
Risk of transmission of infection through children, staff and others coughing/sneezing on each other/ surfaces.	3	5	15	<ul style="list-style-type: none"> Children in Years 1-6 will have individual desks all facing forwards and they will sit side by side at these tables facing forward. Child to use individual tray to store their own belongings. Children will be spaced apart as much as possible. Each class has its own disinfectant spray/wipes to spray the desks at the end of each session Each staff area has its own anti-bacterial spray/anti-viral wipes available 	1	5	10	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Cleaners will empty closed lid bins each day. Tissue and hand soap supplies will be checked and replenished regularly as needed and receptacles will be cleaned.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Windows will be kept open where possible as ventilation reduces transmission. Breakfast Club and After School Club will be open; children will be kept in small groups. Hand washing guidelines in place as set out above. Lidded bins in all classrooms for the disposal of tissues. Tissues available in all areas of the school and refilled each day as needed. 					<p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk.</p> <p>Staff and parental updates/reminders will continue weekly.</p>
Increased risk of transmission to children, staff and others from book marking and through the use of resources throughout the school day.	3	5	15	<ul style="list-style-type: none"> Children in Years 1-6 will have their own pencil case containing pens/pencils etc for their own use; Before and after using shared resources, they will be wiped down with antibacterial/viral wipes where possible or quarantined for 72 hours. This would include reading books, iPads, etc. Only one person in each class bubble will use Interactive Whiteboard. Children will not use boards interactively. (Whiteboards must not be cleaned with chemicals or sprays). Resources will be thoroughly cleaned (soaked in Milton) before being passed between classes and year groups. Children, staff and others will wash hands after using shared resources. Anti-bacterial wipe/spray/cleaning fluid available throughout the school so that all resources can be wiped down/cleaned after use by all staff and others or quarantined for 72 hours where this is not possible. Soft furnishings which cannot be cleaned will be 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk.</p> <p>Staff and parental updates/reminders will continue weekly.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<p>removed from areas throughout the school.</p> <ul style="list-style-type: none"> Visuals e.g. 'caution' tape, pictures and signage used throughout the school providing guidance to children, staff and others. Caretaker will undertake regular checks to ensure markings and signage is in place and in good order throughout the school. Musical instruments will be cleaned before and after use and not used if this cannot be done effectively. Breakfast Club & After School Club toys and games will be cleaned daily and those that cannot be cleaned will not be used. Use of computer equipment (laptop / remote controls) will be cleaned before and after use. Staff to wash hands before and after marking books in school. Books must not be taken home to mark to reduce the risk of transmission between staff homes and the school. 					
Increased risk of contamination to children, staff and others within the EYFS environment due to the age of the children and their understanding of the procedures and guidance.	3	5	15	<ul style="list-style-type: none"> There will be a limited choice of activities during sessions. Resources that are used will be cleaned after use using appropriate sterilising solution or quarantined for 72 hours if this is not possible. Children, staff and others will wash their hands before starting an activity and after finishing an activity. Reasonable social distancing will be encouraged in the classroom with teachers and support staff providing ongoing guidance to the children on this. Water play and sand play activities can be used – water and sand to be changed regularly. Play-doh activities will NOT be used. 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
Increased risk of contamination as a result of children, staff and others not following routines, risk assessment, guidance and policies.	3	5	15	<ul style="list-style-type: none"> • All children will be expected to stay in their seats when sitting at a desk. • Children will be taught to use their arm as a marker "if you can reach/touch another person you are too close" • Staff and others will practice key routines until children do them automatically: <ul style="list-style-type: none"> ○ Coming into class. ○ Working at desks. ○ Moving around the class. ○ Moving around the building. • All staff and others will be provided with ongoing training and ongoing guidance and support. • All staff and others are aware of Administration of Medicine procedures and procedures in case of illness 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to maintaining the residual risk.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<p>The school keeps up-to-date with advice issued by, but not limited to, the following:</p> <ul style="list-style-type: none"> ○ DfE ○ NHS ○ Department for Health and Social Care ○ PHE ○ The school's local health protection team through the Local Authority <ul style="list-style-type: none"> • Staff and others are aware of the school's infection control procedures and social distancing arrangements in relation to the coronavirus via email and the school website. • Anyone found not to be compliant will be given further support and training. 					
Increased risk of contamination to children, staff and others through use of equipment and interaction during PE.	3	5	15	<ul style="list-style-type: none"> • Fixed PE equipment in the hall will be cleaned before and after use. • All other PE equipment used will be cleaned before and after use. • Year groups will keep own resources where possible for use during PE/playtimes. • Children, staff and others will wash their hands before and after PE lessons. • Contact sports are not allowed until further notice and non-contact sports and activities planned instead (rounders, cricket, tennis etc). • Children will be guided and reminded by staff not to play contact sports/games during breaks. • PE will take place outside unless severe weather prevents this. • If PE has to take place indoors – the hall will be well ventilated with all doors and windows opened during the session. • After school clubs that take place outside and do 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				not have any contact sport as part of it will be reinstated from September. <ul style="list-style-type: none"> • Extra-Curricular Club providers will provide their own risk assessments for their activity and will keep a record of which groups children are in to support Test and Trace • School trips and visits will be risk assessed in light of C19 before being authorised to go ahead • There will be no woodwind/brass tuition for groups larger than 15. • Singing will be allowed in groups of less than 15 in a well ventilated space • Music tuition will take place in the Eden Building to allow for more space and air circulation. 					
Increase risk of infection to children due to contamination of the two water fountains.	3	5	15	<ul style="list-style-type: none"> • Water fountains to be used for bottle refills only – not to drink from. • Signage in place to ensure the correct use of water fountains. • Children will still be asked to bring their own water bottles to school every day which will stay with them at all times. • All water bottles will be clearly named. • SBM will continue to ensure testing of water fountains in line with Legionella testing risk assessment. • Staffroom water kettle is available for staff to use with anti-bacterial/viral wipes available so that it can be cleaned before and after each use. • Staffroom dishwasher available for staff to wash their mugs and cups every day. 	2	5	5	MINOR	SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage. SBM will manage cleaning and legionella checks of staffroom and water fountains on behalf of the SLT. Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk level.

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
Increased risk of contamination to children staff and others through physical contact, e.g. 1:1 support, group support, children crying and needing nurture, refusing to leave parent/carer.	3	5	15	<ul style="list-style-type: none"> Children will not be physically coaxed off parents if they are refusing to come in. If necessary, the parent will be asked to take child back home. Staff and others will not use positive handling with de-regulated children. SLT will be called and any child who is repeatedly refusing and is unsafe will be sent home. Positive Handling must only be used by staff other than SLT in cases where the staff member believes a child may be hurt if they do not intervene. Staff and others to establish a proxy alternative to physical reassurance (air hug, hug a teddy from home etc). If a child must be physically reassured, staff and others must risk assess the dangers for themselves and limit contact where possible. Hand holding is safe so long as hands are washed afterwards. Any staff or others who have had to undertake physical contact with a child showing symptoms or diagnosed with C19 will be monitored and support by SLT for symptoms and their mental wellbeing if needed. All staff and others will adhere to social distancing guidance as far as possible when working with children throughout the school day. Staff and others will work 1:1 work with children as long as they are sitting side by side, not face to face, washing hands regularly and maintaining 1m distance where possible. 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>PB to work with teachers to provide individual risk assessments for SEND children</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk level.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Staff who work with lots of children on a 1:1 basis will avoid sitting in close proximity to numerous children and reduce risk by not being at the same height as the child, and working in a larger well ventilated space. Staff will avoid sitting with small groups of children for longer than 15 minutes and will lead groups by standing and being at a different height to the children. 					
Increased risk of contracting Coronavirus for staff, children and others when administering First aid or through the onset of illness.	4	5	20	<ul style="list-style-type: none"> Full PPE available for office team if social distancing cannot be maintained when looking after a child with Covid symptoms. Lidded bin is available in every classroom and medical room for the safe disposal of clinical waste which is emptied daily. Every classroom, lunch staff member, Breakfast Club and After School Club staff have their own supply of first aid equipment to reduce the need for children to visit the office. Plasters etc will be put on by the children themselves where possible. Staff, parents and others have been informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, loss of taste and/or smell and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus. Children, staff or others who display signs of being unwell, such as having a cough, fever or difficulty in breathing, loss of taste or smell is immediately sent home and asked to undertake a test for C19. Member of staff reporting signs of being unwell to parents will record on CPOMS which group/area that child has been in that day to provide our own 	2	5	10	MODERATE	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>First Aiders will have received additional advice/guidance on dealing with incidents.</p> <p>SBL will continue to manage and monitor first aid provision and resources on behalf of the SLT.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk level.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				record of internal track and trace; <ul style="list-style-type: none"> Staff and others act in line with the Infection Control advice from the local health protection team. Areas used by anyone who has been unwell and have had to go home are appropriately cleaned once vacated. Any children, staff or others displaying Covid19 symptoms who are waiting to go home are moved to a quieter area of the school away from others, outside in the Mirror Garden if possible to minimise the spread of infection. Administration of Medication will be in line with Policy. Only essential prescribed medication will be administered by office staff. Medication administered by staff or others will be done by the same person for the same child from the same year group using gloves and ensuring social distancing wherever possible. 					
Increased risk of infection to children, staff and others through provision of food through school meals service and during lunch times.	3	5	15	<ul style="list-style-type: none"> Each year group has been allocated their own lunchbreak supervisors. All children, staff and others will wash their hands before and after lunch. Serving at hatch increases potential for children staff and others coughing/ sneezing on food in servery so all food will be served at the dining hall tables. Some children will eat in their classrooms or outside. Packed lunch menu will continue for September and possibly until half term until it is felt hot meals can be provided and served as above – effectively and safely with a gradual introduction of food options. The salad bar will not be available. 	1	5	5	MINOR	SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage. All Lunch, Breakfast and After School Club staff have received relevant training and been provided with guidance. The SBM continues to work with the Catering Contractor and Kitchen Staff to ensure appropriate training and guidance is adhered to on behalf of the SLT.

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Lunch hall tables are clearly marked with 1m distanced seating which is laid up with cutlery and water. Children bringing in their own packed lunches will continue to take their rubbish home with them. Tables are cleaned thoroughly after every use Staffroom has been set up with socially distanced tables and chairs which only allow a few people to safely eat at a time. Staff may eat in their classrooms or school hall under the socially distanced guidelines. Children will not share utensils, cutlery, food or drink. Adults and older children will clear the tables for the younger children. Children having their lunch in the hall will remain seated until their Lunchbreak Supervisor is ready to take them outside to play in their designated area. One way system in place for entry and exit to the hall. Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Infection Control Policy, using PPE where appropriate. All PPE equipment and cleaning equipment used disposed of appropriately. 					Procedures will continue to be monitored and assessed by all members of the SLT regularly.

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> • Timetable in place to ensure year groups are kept safely apart during lunchtimes and reducing the amount of children in the hall at any one time. • ASC will provide food that has been prepared with usual hygiene measures in place. Staff will wash hands regularly. • Breakfast Club will continue to provide food with the Breakfast Club staff bringing the food to the child. • Tables will be regularly cleaned before and after eating. 					
Risk of increased infection and cross contamination of virus for children, staff and others during playtimes.	3	5	15	<ul style="list-style-type: none"> • All playtimes timetabled to reduce number of children, staff and others in the playground at any one time. • Children and staff will remain in their year groups in their designated zones on the playground/ field at breaktimes and lunchtimes. • Children will be told not to cross into another group's zone. • Children will be reminded of social distancing during playtimes with appropriate play and games to support this. • Children, staff and others on duty will wash their hands before and after every break time and upon returning to their year groups. • Physical barriers or marking will be used to create the designated areas using tyres, cones and tape. 	1	5	5	MINOR	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>The caretaker acting on behalf of the SLT will ensure designated areas remain in place, repairing where needed.</p> <p>The SBM will manage the continued regular inspections of all play equipment on behalf of the SLT.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none"> Each group will have their own playground equipment so that only the group themselves are handling equipment. This will be cleaned regularly. 					Procedures will continue to be monitored and assessed by all members of the SLT regularly.
Increased risk of infection to children, staff and others in staffroom, PPA room and group rooms through overcrowding, shared use of facilities, eating, drinking and socialising.	3	5	15	<ul style="list-style-type: none"> Staff to adhere to social distancing when in the staff room and to avoid using soft furnishings There will only be 8 adults in the staffroom at any one time and staff/others will only enter other rooms if they can maintain social distancing. Staff and others to put used dishes in the dishwasher. Staff to ensure hands are washed thoroughly before emptying dishwasher. Staff to have lunch with their year group colleagues in their classroom or in outside space to minimise cross contamination with other staff members or children. To reduce visits to the staffroom, the primary source of communication to all staff will be by Teams and staff are encouraged to check these regularly throughout the day when possible. 	2	5	10	MODERATE	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to minimising the residual risk.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
Stress and negative impact on pupils, staff and others' wellbeing increased sickness, damage to mental health, physical health and ability to undertake their role effectively or attend school.	4	3	12	<ul style="list-style-type: none"> Staff know who they can talk to if they have concerns, e.g. about their commitments, health, workload and mental wellbeing. Staff rotas are in place for break times and lunch times to minimise staff exposure to coronavirus. Staff and others encouraged to communicate via Teams, outside of their year groups where possible, and to minimise close-proximity interaction. Staff encouraged to discuss with their line manager how to manage their workload and balance their commitments, e.g. caring for dependants. Counselling provision is available for staff and others who need this and SLT will regularly inform staff and others on how they can access this. The Staff Absence Policy ensures absences and staff wellbeing are dealt with appropriately. Staff are aware of how to report sickness, how long to stay away from the school, and how they will be paid during their absence. Behaviour policy has been amended and deregulation will be managed more strictly – a child refusing will be sent home as they cannot be safely managed in the current environment. Professional support is available/organised for those staff managing the most vulnerable children. Education, welfare and wellbeing of all vulnerable children is dealt with in individual risk assessments are in place for those with EHCPs. 	2	4	8	MINOR	<p>SLT have overall responsibility for this.</p> <p>SLT will monitor staff, children and others on an individual basis where there are concerns.</p> <p>SLT will use Education Welfare, School Counsellor and Counselling provision where appropriate.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
Children unfamiliar with building evacuations due to extended time away from school causes great risk of harm in an emergency.	3	5	15	<ul style="list-style-type: none"> Fire Drill procedures ensure all new guidelines are followed as much as is possible; Fire Drill undertaken in first or second week of September to ensure the new phase of children returning to school are familiar with evacuation procedures; Fire Drill repeated again once new Reception children are all in school each day; Adequate signage to ensure policies and procedures are followed; Any contractors carrying out work will be expected to comply with this risk assessment and will be escorted at all times by Premises Team within social distancing guidelines. 	1	5	5	ACCEPTED	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>The SBM and Premises Team acting on behalf of the SLT will ensure building compliance has been met.</p> <p>The SBM will manage the continued regular inspections, checks and evacuations on behalf of the SLT.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly.</p>
Poor Management of infectious diseases leads to a greater risk of infection and transmission of Coronavirus for staff, parents, children and others.	3	5	15	<ul style="list-style-type: none"> Infection Control Policy in place and available to all staff and others. Staff are vigilant and report concerns about their own or a pupil's symptoms to the Headteacher; School is consistent in its approach to the management of suspected and confirmed cases of coronavirus as set out in this risk assessment; Social distancing measures are implemented as set out in this risk assessment and PPE is available for staff who wish to use and for use during intimate care and suspected infection; 	2	5	10	MODERATE	<p>SLT have overall responsibility for this. All children, staff and others will adhere to guidance and signage.</p> <p>Procedures will continue to be monitored and assessed by all members of the SLT regularly with a view to reducing the residual risk level.</p>

HAZARD Who might be harmed? How might they be harmed?	Risk Before Controls (RBC)			Existing/Recommended Control Measures	Risk After Controls (RAC)			Residual Risk Level	Who has responsibility for this area and What further Action is Required
	Likelihood	Severity	Risk		Likelihood	Severity	Risk		
				<ul style="list-style-type: none">Cleaning standards are monitored and additional measures required are put in place to manage the spread of coronavirus.					