



Location or address Our Lady of Pity RC Primary School Rigby Drive, Greasby	Date assessment Undertaken: 12.04.2021	Assessment undertaken by : Jeanne Fairbrother , AND B Galloway
Activity or situation Reopening school to all students	Review date : Weekly	Signature: <i>B. C Galloway</i>

Step 2 COVID Road Map 12th April 2021

Overview

- This risk assessment is to assist our school think about all the main hazards on our site(s) when reopening our school to all students who will return to face-to-face education from 12th of April 2021
- We have made this a reflection of what we are doing.
- This risk assessment is based on the system of controls outlined in the DfE's [Schools coronavirus \(COVID-19\) operational guidance](#) & [Actions for schools during the coronavirus outbreak](#)
- School will share the results of this risk assessment with staff and will publish it on our websites to provide transparency for pupils and parents.
- Once completed, the risk assessment will be monitored and reviewed regularly, to ensure the measures are working and to take action to address any shortfalls. School treats this risk assessment as live document which is updated as guidance changes.
- Our health & safety consultants will keep us updated with changes by sending out supplementary sections which if relevant will be added to our existing risk assessment.
- This risk assessment has been created in line with the current government guidance.

Guidance

This risk assessment has regard to all relevant guidance and legislation including, but not limited to, the following:

- The Health Protection (Notification) Regulations 2010
- The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013
- Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities'
- NEW DfE (2021) 'Schools coronavirus (COVID-19) operational guidance
- UPDATED DfE (2021) 'Actions for early years and childcare settings during the coronavirus (COVID-19) outbreak'
- DfE (2021) 'Face coverings in education'

Legislation and guidance:
 Health and Safety At Work Act etc. 1974
 Management of H&S at Work Regulations 1999
 Workplace (Health, Safety and Welfare) Regulations 1992
 DfE Actions for schools plus associated COVID 19 Guidance
 Public Health England Guidance

1) Hazard	2) Who can be harmed and how?	3) What controls exist to reduce the risk? Have you followed the hierarchy of controls (eliminate, substitute etc.)	Risk Score Consequence X Likelihood	4) Any further action; This should be included in the action plan on overleaf
Communication -to staff, parents, pupils, and all parties on site failure to communicate key messages to reduce risk of transmission	Staff, pupils, parents, visitors unaware of school policies and procedures increased risk of transmission of Coronavirus (Covid 19)	<ul style="list-style-type: none"> • School follows latest DfE, PHE & Gov.uk, Merseyside & Cheshire PH Team and LA guidance • Clear communication sent to parents and pupils with a link on the school website covering all aspects of how school will function. • School website is kept up to date with any important information regarding the running of school local arrangements. • Behaviour policy communicated to staff, parents & pupils – School website • Regular staff briefings held to cover any changes to arrangements. • School has shared with all staff the measures in place and involved staff & the governing body in that process. • RA 029 Full Opening School 8th March 2021 published to website shared with unions, LA, governors. 	3X2=6	<p>Circulate updated RA to new staff, volunteers, all day visitors, music teachers, speakers – on going</p> <p>Circulate -NEU, GMB, NASUWT, UNISON, UNITE – on going</p>
Failure of measures to prevent spread of Coronavirus (Covid 19) in school	Staff, pupils, parents, visitors – failure of measures in place to reduce spread of Coronavirus (Covid 19)	<ul style="list-style-type: none"> • All control measures are adequately resourced circulated to employees. • All training needs have been checked to ensure compliance. e.g. First aid, medicines etc • Regular monitoring and review of risk assessment and measures in place. • Risk assessments will be reviewed appropriately considering any issues identified and changes in DfE, Gov.uk and public health advice. • School follows advice from HS advisers. 	3x2=6	

		<ul style="list-style-type: none"> • Risk assessment revised and shared with staff • Staff and pupils –follow Hands, Space, Face 		
Opening after reduced occupancy	Staff, pupils, parents, visitors – failure to maintain plant & equipment resulting in injury & ill-health.	<ul style="list-style-type: none"> • The head of school ensures all usual building checks are undertaken by the site manager/caretaker to make the school building safe. 	3 x 2 = 6	
Heating & Ventilation	Staff, pupils, parents, visitors – failure of measures in place to reduce spread of Coronavirus (COVID 19)	<ul style="list-style-type: none"> • The school is kept well ventilated via mainly natural ventilation & a comfortable teaching environment is maintained • School has identified all poorly ventilated areas: <ul style="list-style-type: none"> - with no windows or mechanical ventilation: Fish bowl room, Photocopying room, PPA room • Rooms with ventilation that is recirculating only and do not have an outdoor air supply: NONE • Areas that feel stuffy or smelly: NONE <p>Mechanical ventilation</p> <ul style="list-style-type: none"> - Mechanical ventilation has been checked to ensure it conforms to current guidance. - School can continue using most types of mechanical ventilation as normal and these are set to full fresh air - Ventilation within single rooms can be operated as normal and supplemented by an outdoor air supply. - In the event of loss of heating school can use recirculation units for heating that do not draw in a supply of fresh air provided there is a supply of outdoor air e.g. windows and doors left open. <ul style="list-style-type: none"> • All mechanical systems are maintained in line with manufacturers’ instructions. <p>Recirculating air</p> <ul style="list-style-type: none"> • Centralised ventilation system that circulates air to different rooms, will be turned off recirculation and fresh air 	3 x 2 = 6	

		<p>introduced instead.</p> <p>Natural ventilation</p> <ul style="list-style-type: none"> - By opening windows (in cooler weather windows will be opened just enough to provide constant background ventilation and opened fully during breaks, lesson changes for 5 minutes to purge the air in the space. - School will try not to completely close windows and doors & keep vents open when the area is occupied as this can result in very low levels of ventilation. - School will open internal doors to assist with creating a throughput of air (as long as they are not fire doors and where safe to do so) - if necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so) - If fire doors are required to be held open Door Guards will be installed <p>Thermal comfort</p> <ul style="list-style-type: none"> - To balance the need for increased ventilation while maintaining a comfortable temperature, school will , if appropriate to the area: <ul style="list-style-type: none"> - open high level windows in preference to low level to reduce draughts - increase the ventilation while spaces are unoccupied (for examples, between classes, during break and lunch, when a room is unused) - provide flexibility to allow additional, suitable indoor clothing. - rearrange furniture where possible to avoid direct drafts • School will continue to use heating as necessary to ensure comfort levels are maintained particularly in occupied spaces. <p>Further advice on this can be found in Health and Safety</p>		
--	--	---	--	--

		Executive guidance on air conditioning and ventilation during the coronavirus outbreak and CIBSE coronavirus (COVID-19) advice		
Fire safety– failure of systems and fire evacuation plans	Staff, pupils, parents, visitors – serious injuries, burns, smoke inhalation	<ul style="list-style-type: none"> • The fire alarm and emergency lighting has been serviced in according to guidance. • Alarm checked weekly. • Emergency lighting tested monthly. • The site-specific fire evacuation plan has been reviewed and shared with staff and third parties. • Fire drills are held twice a term • Social distancing is followed on evacuation and at assembly point. • The needs of staff/pupils who require assistance in an emergency and ensure has been considered and the resources are available to carry this out. • All fire safety features across the building are checked monthly by carrying out the F 03 Fire Marshal Inspection Checklist. Actions are remedied. • The school fire risk assessment is kept up-to-date to changes in the building. 	3 x 2 = 6	
Legionella- failure of systems in place leading to outbreak	Staff, pupils, parents, visitors – legionella symptoms , respiratory condition	<ul style="list-style-type: none"> • Before 8th March school will ensure every tap, shower, and toilet are fully run or flushed for 2 mins. Records kept in water logbook. • All equipment that uses water, e.g. dishwashers and washing machines, is run through a cycle to flush lime scale and bacteria build-up before the start of each term. • Monthly water checks take place. 	3 x 2 = 6	
Equipment – failure of equipment due to lack of inspection, maintenance, servicing & statutory inspection.	Staff, pupils, parents, visitors everyone contracting Coronavirus (COVID 19)	<ul style="list-style-type: none"> • All staff reminded to carry out pre-use visual checks of their areas, playground, and equipment. • Caretaker carries out daily visual whole site checks. • All areas and equipment that have been taken out of use 	3 x 2 = 6	

		<p>are checked</p> <ul style="list-style-type: none"> • Teachers have checked their own classrooms to ensure all is in good condition. • All annual servicing, maintenance and any statutory checks have taken place ensure safety and compliance with legislation. e.g. water checks, fire alarms, gas, boilers, lifts, stair lifts, automatic doors 		
Cleaning - risk of transmission of Coronavirus (COVID 19) – infection control	Staff, pupils, parents, visitors everyone contracting Coronavirus (COVID 19)	<ul style="list-style-type: none"> • Enhanced cleaning schedule in place -more frequent cleaning of rooms and shared areas. • Contact points and frequently touched surfaces are being cleaned more frequently. • All shared equipment e.g. photocopier, guillotine, telephone will be cleaned before and after use • Satisfactory cleaning regime in place to decontaminate equipment & toys. • Classroom cleaning is enhanced & disinfecting kits in place. • Dining areas are cleaned between use. • Pupil engagement encouraged to wipe down own surfaces. • Toilets are cleaned regularly. • All areas that have been cleaned are checked to ensure they are safe to occupy, e.g. there are no slip hazards and any harmful substances have been removed e.g. disinfectants • If suspected case of COVID 19 follow the: COVID-19: cleaning of non-healthcare settings guidance • Adequate amounts of suitable cleaning agents are available. • PPE is available to members of staff who require it to carry out cleaning safely. 	3 x 2 = 6	
Unaware of steps to take in the event of suspected or confirmed case in school - infection control	Staff, pupils, parents, visitors – failure of measures to adequately contain spread of Coronavirus (Covid 19)	<ul style="list-style-type: none"> • Pupils, staff and other adults do not enter the school premises if: <ul style="list-style-type: none"> - displays symptoms of coronavirus - who has tested positive in the last 10 days, - are in a household (including in their support bubble) 	3X2=6	

		<p>of someone who has tested positive in the last 10 days</p> <ul style="list-style-type: none"> - They are required to quarantine having recently visited countries outside the Common Travel Area • Parents are informed not to bring their children to school or onto the school premises if they show symptoms of coronavirus and/or believe they have been exposed. • If anyone in the school becomes unwell with a new, continuous cough, a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection • Staff, parents, pupils and visitors are informed of the national legal requirements regarding self-isolation, including that if they are required to self-isolate, this must be for a full 10 days from the start of their symptoms or the date of their positive test if they did not have symptoms. • School will ensure understanding of management of a confirmed case and follow latest PHE guidance and the NHS test and trace process • If staff or pupils have any of the wider symptoms below, they are advised to get a test at a testing site and then self-isolate if the result is positive. <ul style="list-style-type: none"> - Diarrhoea - A persistent headache - Fever and chills - Shortness of breath or difficulty breathing - Fatigue - Muscle or body aches - Sore throat - Congestion or runny nose - Nausea or vomiting • Pupils with some of the common winter symptoms above (eg congestion or runny nose), can wait until the end of the day and then school will advise parents to take their child 		
--	--	--	--	--

		<p>for a symptomatic test</p> <ul style="list-style-type: none"> • Other members of their household (including any siblings) should self-isolate starting from the day the individual’s symptoms started (or the day their test was taken if they did not have symptoms, whether this was an LFD or PCR test), and the next 10 full days. • If the situation is not straightforward and school needs help in making an assessment of close contacts school will ring the DfE Helpline on 0800 046 8687 option 1 <ul style="list-style-type: none"> - Cheshire & Merseyside PHE contact 0344 225 0562 - Wirral schools contact email Alison Simpson or Jane Harvey) who will get in touch with you as soon as possible.) - Wirral Special schools must contact Alison Simpson or Jane Harvey (above) - PCR test kits will only be offered in the exceptional circumstance an individual becomes symptomatic and has barriers to accessing testing elsewhere. <p>PHE NW has today (25/2/21) confirmed that they need to bring us in line with national PHE and with what schools will be advised if they contact the DfE helpline (in line with NHS Contact Tracing protocols). The definition is now as follows:</p> <p><i>A person is thought to be infectious from 2 days before symptoms appear and up to 10 days after they start displaying symptoms. The onset of infectious period is counted from the morning of the 2 days before the onset of symptoms and not 48 hours from the time of onset of symptoms. For example, a person who developed symptoms at 2pm on the 15th November would be asked to identify contacts from the morning of the 13th November onwards.</i></p>		
--	--	---	--	--

<p>Failure to manage a confirmed case in school</p>	<p>Staff, pupils, parents, visitors – failure of measures to adequately contain spread of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> • School will take swift action when aware of someone who has attended school & tested positive for coronavirus COVID – 19 either a positive LFD or PCR test • School understands close contact is: <ul style="list-style-type: none"> - anyone who lives in the same household as someone with COVID-19 symptoms or who has tested positive for COVID-19 – a LFD or PCR test - anyone who has had any of the following types of contact with someone who has tested positive for COVID-19 with a PCR or LFD test : <ul style="list-style-type: none"> ○ face-to-face contact including being coughed on or having a face-to-face conversation within one metre ○ been within one metre for one minute or longer without face-to-face contact ○ been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day) ○ travelled in the same vehicle or a plane • A record is kept of pupils and staff in each bubble and of any close contact between individuals at school. • The school does not request evidence of negative test results or other medical evidence before admitting individuals back to school after a period of self-isolation. • If the school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school continues to work with the DfE’s dedicated coronavirus advice service (or local HPT if the case is escalated). • The pupil or staff member who tested positive can stop self-isolating after they have finished their isolation period and their symptoms have gone or if they continue to only have a residual cough or anosmia. • Early years settings: <ul style="list-style-type: none"> - Any confirmed cases are reported to Ofsted as soon as possible, through the usual notification channels. 	<p>3 x 2 = 6</p>	
--	--	---	------------------	--

		- Changes to the setting's operating circumstances are communicated to Ofsted via email.		
Suspected case in school.	Staff, pupils, parents, visitors - contracting Coronavirus (COVID 19)	<ul style="list-style-type: none"> • Medical room: - 4 locations: Outside, Hall, Head office, Intervention room in junior building minimum 2m away from people. • If a child is awaiting collection, they will be moved, to the medical isolation room. • Contact will be made with pupils parents in line with school policy • In exceptional circumstances, if a pupil's parents cannot arrange to have their child collected, if it is age-appropriate and safe to do so, the child is directed to walk, cycle or scoot home. If this is not possible, the school makes alternative arrangements. • Symptomatic individuals who are sent home are directed to not use public transport to get home. • Emergency assistance is called immediately if the pupil's symptoms worsen. • PPE stock is available to all staff should they need to escort pupils to this area. • PPE must be worn by staff caring for the child while they await collection if 2 metres cannot be maintained i.e. such as for a very young child or a child with special needs • A toilet has been identified to be used if required whilst awaiting collection -SEN Toilet in junior building. If used this will be cleaned and disinfected using standard cleaning products before being used by anyone else. • Staff who have helped someone with symptoms and any pupils who have been in close contact 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 are requested to do so by NHS Test and Trace or Wirral PHE. 	3 x 2 = 6	

		<ul style="list-style-type: none"> • Anyone who comes into contact with a symptomatic individual washes their hands thoroughly for 20 seconds. • The area around will be cleaned with normal household disinfectant after they have left to reduce the risk of passing the infection on to other people. • Mass asymptomatic testing for schools - rapid mass testing of staff implemented • See RA 042 LFD Mass Testing of Staff • Testing is voluntary. • Individuals with a positive LFD self-isolate in line with national guidance. • Individuals with a negative LFD continue to attend school unless they have been advised by NHS Test and Trace or another health professional to stay at home. • Staff are supplied with LFD test kits to self-swab and test themselves twice a week at home. • Staff, are fully informed of the testing programme. • Staff report their result to NHS Test and Trace as soon as the test is completed either online or by telephone – they are also required to share their results with the school. • Individuals do not take an LFD test if they have tested positive for coronavirus within the last 90 days. • Staff members who start displaying symptoms of coronavirus do not take part in rapid-resulting testing and go home straight away to self-isolate and book a polymerase chain reaction (PCR) test. 		
Early Years settings and primary schools - Rapid-result testing LFT	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> • All rapid-result testing is carried out in line with the DHSC Terms and conditions for Covid-19 testing (Primary Schools)’ guidance. • See RA 043 LFD Mass Testing of Staff and students – Early Years & Primary Schools • Staff do not take an LFD test if they have tested positive for coronavirus within the last 90 days. 	3 x 2 = 6	

<p>Test & Trace staff & pupils unaware of school procedures in place</p>	<p>Staff, pupils, parents, visitors – failure of measures to adequately contain spread of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> • Staff members and parents are informed that they may need to engage with the NHS Test and Trace programme, meaning they need to be ready and willing to: <ul style="list-style-type: none"> ○ Book a PCR test if they (or their child) display symptoms. ○ Provide details of anyone they (or their child) have been in close contact with if they were to test positive for coronavirus or are asked by NHS Test and Trace. ○ Self-isolate if they have been in close contact with someone who develops coronavirus symptoms or someone who tests positive. • Anyone in school who displays symptoms is encouraged to get a PCR test. • If the school believes a symptomatic individual may face barriers to accessing a PCR test elsewhere, the school provides them with a home testing kit. • Test kits stored on the school site are stored securely at ambient room temperature (5 to 22°C). • The school will consider offering a symptomatic staff member a testing kit if they cannot otherwise access testing quickly and if the individual is vital to the running of the school. • Testing kits are delivered safely and with due regard for transmission risk, e.g. the kit is posted to the individual’s address. • Kits are not given directly to pupils but are instead given to the pupil’s parent or carer. • Parents and staff are asked to inform the school immediately of test results. • If an individual tests negative, they feel well and no longer have coronavirus symptoms, they, and the members of their household, can stop self-isolating as long as: <ul style="list-style-type: none"> ○ Everyone they live with who has symptoms tests negative. ○ Everyone in their support bubble who has 	<p>3 x 2 = 6</p>	
---	--	--	------------------	--


		<p>symptoms tests negative.</p> <ul style="list-style-type: none"> ○ They were not told to self-isolate for 10 days from the day after contact with the individual who tested positive by NHS Test and Trace. ○ They feel well. <ul style="list-style-type: none"> ● If an individual tests positive, they are required 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 a cough, or loss of or change in their sense of smell or taste. Other members of their household are required to continue self-isolating for the full 10-day period. ● Staff are encouraged to download the NHS Test and Trace app. ● Staff are informed that, if they receive notification via the NHS Test and Trace app that they have been in close contact with a positive case, they must inform the school immediately. ● Individuals who test positive are encouraged to report the result on the NHS Test and Trace app. ● The school ensures appropriate arrangements are in place for the pupil who self-isolates - access to remote learning. ● School ensures an NHS QR code poster is displayed in spaces open to the public. 		
<p>Hand & Respiratory hygiene - infection control – risk of transmission of Coronavirus (COVID 19)</p>	<p>Staff, pupils, parents, visitors – contracting Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> ● Sufficient handwashing facilities are available and hand sanitiser is available across school – in every room ● School will use hand driers or paper towels. ● Pupils and staff wash their hands frequently. ● Following the guidance on hand cleaning pupils & staff clean their hands: <ul style="list-style-type: none"> ○ on arrival at the setting ○ return from breaks ○ when they change rooms ○ before and after eating, ○ and after sneezing or coughing 	<p>3 x 2 = 6</p>	

		<ul style="list-style-type: none"> • Pupils are encouraged not to touch their mouth, eyes, and nose • School promotes the ‘catch it, bin it, kill it’ approach. • Pupils taught to use a tissue or elbow to cough or sneeze and use lidded pedal bins for tissue waste (‘catch it, bin it, kill it’) • Disposable tissues in each classroom. • Each class with disinfectant, disposable gloves and paper towels in case someone coughs or sneezes onto surfaces. • Help is available for children and young people who have trouble cleaning their hands independently. • Individual risk assessments are conducted for pupils with complex needs who struggle to maintain good respiratory hygiene. • Young children to learn and practise hygiene habits through games, songs, and repetition. • Lidded bins for tissues are emptied throughout the day. • Adequate sanitiser ‘stations’ are located across the site so that all pupils and staff can clean their hands regularly. • Each classroom has a hand sanitizer. • Young pupils & those with complex needs are supervised when using of hand sanitiser. • Wipes are available. 		
<p>Social distancing across school – risk of transmission of Coronavirus (COVID 19) Minimise contact between individuals</p>	<p>Staff, pupils, parents, visitors - contracting Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> • Pupils are given regular reminders of why social distancing is important and the opportunity to speak to staff about how they are finding adhering to the social distancing measures. • School will do everything possible to minimise contacts and mixing to reduce the number of contacts between children and staff. This will be achieved by: <ul style="list-style-type: none"> ○ keeping groups separate (in ‘bubbles’) and ○ maintaining distance between individuals. <p>(N.B. These are not alternative options and both measures will help, but the balance between them will change depending on: - children’s ability to distance</p>	<p>3 x 2 = 6</p>	

		<ul style="list-style-type: none"> - the lay out of the school - the feasibility of keeping distinct groups separate while offering a broad curriculum <p>* Emphasis will be on:</p> <ul style="list-style-type: none"> ○ Separating groups for younger children ○ Social distancing will be emphasised for older children. ○ Children considered old enough will be supported to maintain distance and not touch staff where possible. ○ School will maintain consistent groups to reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group ● Steps are in place to limit interaction, sharing of rooms and social spaces between groups as much as possible <p>Groups of pupils – ‘bubbles’ –</p> <p>2 groups of max 31 children in each year group. 2 groups of F2 – one in the main site and one in the Annexe 2 groups of Year 1 main site 2 groups of Year 2 main site 2 groups of Year 3 main site 2 groups of Year 4 main site 2 groups of Year 5 main site 2 groups of year 6 main site</p> <p>Measures within the classroom</p> <ul style="list-style-type: none"> ● Staff & pupils maintain social distancing where possible ● Minimise time spent within 1 m of anyone ● Avoid face to face contact with pupils: stand up, above and behind them ● Keep 2 m from colleagues ● Understand very young or special needs this is not possible ● All children encouraged to socially distance if possible ● Children who are old enough will be supported to maintain distance and not touch staff and their peers. ● Pupils sit side by side facing forward 		
--	--	---	--	--

		<ul style="list-style-type: none"> • Teachers stay at the front of the class where possible • All furniture and equipment moved to ensure this seating • Teachers to try and maintain social distancing keep out of pupils' sneeze/breathe/cough zone • School groups will be a full class. • Older children will be told to maintain 2m distance within the group • Pupils will stay in their class groups for the majority of the classroom time but will mix into wider groups for specialist teaching, wraparound care, transport and lunch • Rooms have been adapted and excess furniture & equipment removed to support social distancing where possible. • Where possible school will take steps to limit interaction, sharing of rooms by promoting social spaces between groups as much as possible. • Younger children will not be able to maintain social distancing and it is acceptable for them not to distance within their group, however they will be encouraged to follow safety measures by stories to support them in understanding how to follow rules. • Larger groups will follow other controls like 2m social distancing and strict hand and respiratory hygiene to minimise transmission risks and to minimise the numbers of pupils and staff who may need to self-isolate • School will keep a record of pupils and staff in each group, and any close contact that takes places between children and staff in different groups. <p>Staff</p> <ul style="list-style-type: none"> • Maintain a two-metre distance from each other and from pupils, where possible. Where maintaining a two-metre distance is not possible, staff avoid close face-to-face contact and minimise the time spent within one metre of anyone. 		
--	--	---	--	--

		<ul style="list-style-type: none"> • Teachers & staff can operate across groups or ‘bubbles’ but they must keep 2m away from other staff & pupils to preserve ‘bubble’ integrity. • Where possible limit the number of staff working between classes- alter timetabling if necessary. If not possible staff must maintain 2m social distancing • Staff spaces are set up and used to help staff to distance from each other. • Use of the staff room minimised to 6 people in the peak time • Teachers and staff to wear a face covering while contacting with parents before and after school. • Staff to wear a mask in common areas • Measures elsewhere: • Timetables adjusted to keep groups apart and movement around school kept to a minimum • School has planned routes to avoid creating busy corridors, entrances and exits. Timetables adjusted to keep groups apart moving around school • No large assemblies except lunch time. Lunch time is by Year group • Breaks staggered or in different spaces • Lunch breaks staggered, pupils will clean their hands beforehand and enter in the groups they are already in • Groups kept apart as much as possible and surfaces and tables cleaned between each group. • Standing Barrier in the middle of the dinner hall to separate the year group bubbles • 5 pupils per table, one side only in the hall during lunch time • Rooms accessed directly from outside where possible • Numbers using toilets are limited and supervised to avoid large numbers of pupils using toilet facilities at one time. Teacher or TA supervising the bubble follows staggered toilet use. Only one bubble in the toilet at the time. • School will maximise the use of outdoor space for exercise, 		
--	--	--	--	--

		<p>breaks outdoor education.</p> <ul style="list-style-type: none"> Where pupils, staff or volunteers cannot follow social distancing arrangements for a particular activity, the head of school assesses whether the activity needs to continue – mitigating actions are put in place if continuing the activity is essential. 		
<p>Measures for arriving at and leaving school – risk of transmission of Coronavirus (COVID 19)</p>	<p>Staff, pupils, parents, visitors - contracting Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> Parents and carers are required to wear a face covering at school pick-up/drop-off points (certain individuals are exempt from wearing face coverings) and maintain 2 m social distancing. Members of school staff who oversee drop-off and collection times will also be required to wear a face covering. 4 different entrances in the main building: main entrance, back entrance and two direct classroom entrances plus three separate entrances into infant building: main, F2 and Year 1 entrance. Hand sanitiser stations by each entrance. Parents advised 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) One way system for the parents- entering school premises through only one gate: morning by the bin area/ afternoon by the staffroom. Leaving the premises only by the gate: morning by the staffroom area, afternoon by the gate next to the bin area. Temporary road closure RA 032 Rigby Drive closed from the junction with Hall Drive to Our Lady of Pity School  <ul style="list-style-type: none"> Parents advised that if their child needs to be accompanied to the education or childcare setting, only one parent 	<p>3 x 2 = 6</p>	

		<p>should attend</p> <ul style="list-style-type: none"> • Encouraging parents and children and young people to walk or cycle to their education setting where possible • Parents to follow the government guidance on how to travel safely 		
Resources - risk of transmission of Coronavirus (Covid 19)	Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> • Staff & pupils have individual pens and equipment where possible and these are not shared. • Equipment is not shared with other cohorts without cleaning • Individual tray with a name for each child • Water bottle on the table next to each child • Shared classroom materials can be shared within the bubble and will be cleaned regularly • Frequently touched surfaces will be cleaned and disinfected more frequently. Each bubble has own cleaning kit in the classroom. • Pupils and teachers can take books and other shared resources home, but unnecessary sharing is avoided where this does not contribute to pupil education and development. • Shared resources between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between use by different bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) • Pupils will limit the amount of equipment they bring into school each day to lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed. • No unnecessary sharing of resources between pupils. If this is required rules on hand cleaning, cleaning of the resources and rotation will apply to these resources • Children keep their water bottles for personal use on their table 	3X2=6	

		<ul style="list-style-type: none"> • Y3AJ children keep their water bottles in designated and marked small containers within 4 children sitting bubble • Outdoor equipment • Outdoor playground equipment and resources cleaned more frequently. • Outdoor equipment cleaned between groups of children and young people using it, and multiple groups do not use it simultaneously. • Breakfast & After school clubs' clean indoor and outdoor equipment between groups and after use. • Prior to reinstating use of play equipment, which has been put out of use, caretaker has carried out formal recorded inspection. • An annual service and maintenance identified has been carried out prior to reinstatement. • The playground and play equipment risk assessment has been reviewed– considering social distancing, cleaning & hygiene. See RA 027 PLAY EQUIPMENT v2 • It has been formally shared with all middays & staff supervising. • New Caretaker to attend Routine Inspectors Course • Caretaker visually inspects play equipment daily • Caretaker has reinstated weekly formal checks of play equipment • Pupils reminded of playground rules • Staff reminded must walk playground and carry out a pre use visual inspection of all play equipment, fences, benches, etc prior to every session. 		
Face coverings	Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> • Visitors and staff are required to wear medical face masks provided by school where social distancing is difficult between adults, e.g. in corridors and staff rooms. 	3 x 2 = 6	

		<ul style="list-style-type: none"> • Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expressions to communication, are worn where appropriate. • Face visors or shields are not worn as an alternative to face coverings/masks • Staff are provided with clear instructions on how to put on, remove, store and dispose of face coverings/masks. This should include instructions to: <ul style="list-style-type: none"> - Clean hands before and after touching a face covering/mask. - Store face coverings/masks in individual, sealable plastic bags - Avoid wearing damp face coverings/masks. - Change after 2-3 hours when in continual use - Dispose in lid bins when changed at school • Staff and pupils are not prevented from entering or attending school on the grounds that they are not wearing a face covering. • The school has a contingency supply of face coverings. • School staff wear medical face masks not cloth face coverings for greater protection. • Anyone struggling to access a face covering, or unable to use their face covering because it has been forgotten or soiled, is provided with one from the school's contingency supply. 		
PPE - risk of transmission of Coronavirus (COVID 19)	Staff, pupils, parents, visitors - contracting Coronavirus (COVID 19)	<ul style="list-style-type: none"> • School has identified that most staff in school will not require PPE beyond what they would normally need for their work. • PPE is distributed to staff who provide intimate care for pupils who need this care and for cases where a pupil becomes unwell with symptoms of coronavirus whilst in school and a distance of two metres cannot be maintained. • Additional risk assessments are conducted on a case-by-case basis to determine whether staff require PPE to carry out other tasks and duties. 	3 x 2 = 6	

		<ul style="list-style-type: none"> • Risk assessments in place for pupils with complex needs. • When working with pupils who cough, spit or vomit but do not have coronavirus symptoms, staff only wear PPE that would routinely be worn. • Used PPE is disposed of properly using bins provided around the school. Staff and pupils are told not to use recycling bins for the disposing of PPE. • All PPE waste is put in a plastic rubbish bag which, once full, is tied and placed in a second tied bag and stored in a suitable and secure place, marked for storage for 72 hours. Following this period, it is put in the communal waste area. • All staff completed 'PPE putting on & taking off' training. • School does not have pupils requiring medical procedures which increase the risk of transmission through aerosols (tiny droplets) being transferred from the patient to the care giver. These are known as aerosol generating procedures (AGPs). Staff performing AGPs follow PHE's personal protective equipment (PPE) guidance on aerosol generating procedures , and wear the correct PPE. 		
Uniform	Pupils – thermal discomfort due to increased ventilation	<ul style="list-style-type: none"> • The governing board decides whether full school uniform is required. • Expectations of uniform are communicated to pupils and parents. • To mitigate thermal discomfort caused by increased ventilation, pupils are able to wear additional, suitable indoor items of clothing in addition to their usual uniform – where this occurs, no additional financial pressure is placed on parents. 	3 x 2 = 6	
Transport	Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> • Children, young people and staff can continue to use public transport where necessary. • School has encouraged parents, staff and pupils to walk or cycle to school if at all possible. • Families using public transport advised to refer to the safer 	3X2=6	

		travel guidance for passengers.		
Dedicated school transport, including statutory provision – risk of transmission of Coronavirus (Covid 19)	Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> • Pupils on dedicated school services do not mix with the general public on those journeys and groups tend to be consistent. • Pupils are grouped together on transport, where possible to reflect the bubbles that are adopted within school • Use of hand sanitiser before leaving school • Organised queuing and boarding where possible • Distancing within vehicles wherever possible • The school contacts the transport provider to assess the approach to dedicated school transport they are adopting. • Pupils do not board home to school transport if they, or a member of their household, has a positive test result or symptoms of coronavirus. 	3X2=6	
Staff visiting families in their own homes	Staff, pupils, parents, visitors - contracting Coronavirus (COVID 19)	<ul style="list-style-type: none"> • School may (rarely) need to send a member of staff to make face to face visits • A separate risk assessment must be undertaken. • An initial assessment by telephone if possible, is carried out. • If staff have to visit households being required to self-isolate due to a case, or suspected case, of coronavirus (COVID-19), or contact with someone who has tested positive for coronavirus (COVID-19) they follow https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-for-childrens-social-care-services and make a judgement about visiting which balances considerations of the: <ul style="list-style-type: none"> • risks to children and young people • risks to families • risks to the workforce • national guidance on social distancing and hygiene • statutory responsibilities, including safeguarding 	3x2=6	

		<ul style="list-style-type: none"> • If households report no coronavirus (COVID-19) symptoms, no PPE is required, but 2 metres should be maintained where possible. • Good basic hygiene should be followed, such as handwashing or use of sanitiser before and after the visit, and not touching the face during the visit. • If households are reporting coronavirus (COVID-19) symptoms, PPE should be worn if a distance of 2 metres cannot be maintained. Anyone displaying symptoms should be encouraged book a test. • If unable to find out whether any member of the household is suffering from symptoms of coronavirus (COVID-19) before face to face contact, steps will be taken where practical to mitigate risk. These steps include but are not restricted to: <ul style="list-style-type: none"> • knocking on the front door or ringing the doorbell and then stepping back to 2 metres to speak to occupants • taking PPE & sanitiser as a precautionary measure 		
Safeguarding – risk of breach	Staff, pupils , parents, volunteers- experience harm or abuse, e.g. emotional harm	<ul style="list-style-type: none"> • School have revised the Child Protection Policy to reflect the return of more pupils. All staff updated prior to pupils returning. • School follows statutory safeguarding guidance, keeping children safe in education and the coronavirus (COVID-19): safeguarding in schools, colleges and other providers guidance. 	3X2=6	
Clinically extremely vulnerable Children at increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<p>Shielding guidance not in place from 1st April 2021</p> <ul style="list-style-type: none"> • Shielding guidance has been paused. • Clinically extremely vulnerable pupils are supported to attend on-site provision • Children who live with someone who is clinically extremely vulnerable, but who are not clinically extremely vulnerable 	3 x 2 = 6	

		<p>themselves, can still attend education or childcare.</p> <ul style="list-style-type: none"> Relevant staff liaise with the parents of pupils who are deemed more vulnerable to infection and discuss any alternative arrangements, where required. 		
<p>Clinically extremely vulnerable Staff at increased risk of contracting Covid 19</p> <p>Employees who have been identified as clinically extremely vulnerable</p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<p>Shielding guidance not in place from 1st April 2021</p> <ul style="list-style-type: none"> Clinically extremely vulnerable staff continue to work from home <i>where possible</i>. If this is not possible, they are supported to attend the school site. School has carried out a risk assessment for these staff. (See individual role RA's on website) School has completed risk assessments for staff who are working from home shielding. (See RA 028 Working from home COVID 19 on website) Staff living in a household with someone who is clinically extremely vulnerable can still attend work where homeworking is not possible. Line managers hold discussions with staff who are deemed more vulnerable to infection and put any alternative arrangements in place. 	<p>3 x 2 = 6</p> <p>3 x 2 = 6</p>	
<p>Clinically vulnerable staff and children at increased risk of contracting COVID 19</p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> School has completed a risk assessment on each member of staff identified as clinically vulnerable. Staff should stringently follow all measures in place in school for their safety See RA 029 Full Opening of school 12th April 2021. Staff are reminded to continue to take care to socially distance from other adults including older children and adolescents. Staff who live with those who are clinically vulnerable or clinically extremely vulnerable can attend the workplace but should ensure they maintain good prevention practice in the workplace and home settings. 	<p>3 x 2 = 6</p>	
<p>Pregnant employees at increased risk of contracting</p>	<p>Staff, pupils, parents, visitors increased risk of</p>	<ul style="list-style-type: none"> School will carry out a risk assessment to follow the Management of Health and Safety at Work Regulations 	<p>3 x 2 = 6</p>	

<p>COVID 19</p> <p>Pregnant women are considered ‘clinically vulnerable’ or in some cases ‘clinically extremely vulnerable’ to coronavirus (COVID-19) and therefore require special consideration as set out in the guidance for pregnant employees</p> <p>NB this would apply for pregnant students</p>	<p>transmission of Coronavirus (COVID 19)</p>	<p>1999 (MHSW). See RA 009 New & expectant mother v5 Jan 2021 risk assessment. As part of their risk assessment school will consider whether adapting duties and/or facilitating home working may be appropriate to mitigate risks.</p> <ul style="list-style-type: none"> • Pregnant staff of any gestation are not required to continue working on site if this is not supported by the separate risk assessment. • Women who are 28 weeks pregnant and beyond or are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from COVID-19 at any gestation, should take a more precautionary approach. • School will ensure pregnant staff are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable. • Pregnant women are not advised to be vaccinated against COVID-19. 		
<p>Staff who may otherwise be at increased risk from coronavirus (COVID-19) including BAME staff & pupils</p> <p>Current evidence shows that a range of factors mean that some people may be at comparatively increased risk from coronavirus (COVID-19). Work continues to build our understanding of what these baseline factors are and the increased risks they pose.</p>	<p>Staff or pupils - contracting Coronavirus (COVID 19)</p>	<ul style="list-style-type: none"> • Those at particularly high risk from a range of underlying health conditions should now have been included in the CEV group and will be receiving a letter to confirm this. • For others who feel they may be at increased risk, where it is not possible to work from home, these staff can attend school as long as they follow all measures in place in school. See RA 029 Full opening of school 12th April 2021 • School will continue with an equitable approach to risk management recognising that staff may have a variety of baseline risks. • Risk assessment have been carried out for staff and pupils in this category including BAME staff and pupils in school. • School will try as far as practically possible to accommodate additional measures where appropriate. • Staff or pupils who live with those who have comparatively increased risk from coronavirus (COVID-19) can attend the 	<p>3 x 2 = 6</p>	

		<p>workplace where it is not possible to work from home.</p> <ul style="list-style-type: none"> • O.H. advice will be sought where appropriate. • EAP & counselling will be offered where appropriate 		
Staff mental health - Anxiety and stress Employee's with potential stress / anxiety caused by COVID-19 lockdown	Staff – anxiety and stress	<ul style="list-style-type: none"> • EAP available for staff as required. • Review individual staff risk assessments and monitor. • Regular one-to ones with staff • Reasonable adjustments if required. 	3 x 2 = 6	
Pupil mental health & wellbeing- pupils with potential stress / anxiety caused by COVID-19 lockdown	Pupil -anxiety, stress or low mood	<ul style="list-style-type: none"> • Staff are vigilant in discerning pupil mental health and report any concerns to the pastoral care leader. • See Wellbeing for Education Return programme. • Emotional Literacy Support system • All Staff completed training in Managing Children Anxiety 		
Challenging behaviour – risk of verbal or physical assault, risk of transmission of Coronavirus (Covid19)	Staff, pupils, parents, visitors – physical or verbal abuse, injury or stress	<ul style="list-style-type: none"> • Staff expect that adverse experiences and/or lack of routines of regular attendance and classroom discipline may contribute to disengagement with education upon return to school, resulting in increased incidence of poor behaviour. • Extra training in Mental Health awareness has been completed • The school's Behavioural Policy sets out behaviour expectations for pupils and is updated in line with new rules and measures. • Expectations are communicated clearly to staff, pupils and parents. • Pupils who are struggling to reengage with school are supported appropriately. • A Challenging Behaviour risk assessment is carried out for identified pupils. (See RA 003 Challenging Behaviour) 	3X2=6	
Contractors on site -risk of transmission of Coronavirus (Covid 19)	Staff, pupils, parents, visitors everyone. contracting Coronavirus	<ul style="list-style-type: none"> • Where visits can happen outside of school hours, this will be arranged. • A record is kept of all visitors. 	3X2=6	

	(Covid 19)	<ul style="list-style-type: none"> • Request risk assessments from contractors which include their social distancing protocols. • Zero tolerance with contractors found to be not following PHE social distancing guidelines. • Assess the risks associated with managing contractors, visitors, catering staff and deliveries, as well as cleaning staff on site who may be working throughout the school and across different groups • School's site guidance on physical distancing and hygiene is explained to visitors on or before arrival. 		
First aid – increased risk of transmission of COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<p>First aid</p> <ul style="list-style-type: none"> • Where first aid must be administered in close proximity, those administering it undertake infection control measures immediately afterwards, in line with HSE guidance. • First aid certificates which expired during lockdown have been renewed Mr Evans • No additional PPE is needed because of coronavirus (COVID-19) for anyone who does not have coronavirus (COVID-19) symptoms. • If not possible to keep 2m separation, the following PPE must be worn. (Wash hands prior to donning): <ul style="list-style-type: none"> • a fluid-repellent surgical mask • disposable gloves • apron or other suitable covering • Eye protection e.g. face shield should be worn if there is risk of exposure to blood and bodily fluids or if available • All staff completed 'PPE putting on & taking off' training. • After delivering any first aid: <ul style="list-style-type: none"> • Ensure staff safely discard disposable items and clean reusable ones thoroughly • Wash their hands thoroughly with soap and water or an alcohol-based hand sanitiser as soon as possible. <p>First aid provision with suspected symptoms of coronavirus:</p> <ul style="list-style-type: none"> • Where possible first aider will maintain 2m distance 	3 x 2 = 6	

		<p>and assesses ability to assist a conscious casualty with minor ailments or illnesses at 2 m separation i.e. can casualty help themselves, run wound under water, apply plaster.</p> <p>CPR guidance:</p> <ul style="list-style-type: none"> • Before starting CPR, to minimise transmission risk, use a cloth or towel to cover the patient’s mouth and nose, while still permitting breathing to restart following successful resuscitation. • Only deliver CPR by chest compressions and use a defibrillator (if available) – don’t do rescue breaths (see specific guidance from the Resuscitation Council UK) 		
Remote Learning	Staff, pupils, parents – experience harm or abuse, eg emotional harm	<ul style="list-style-type: none"> • Risks to staff and pupils from video conferencing have been risk assessed and shared with staff and parents • School follows Safeguarding and remote education during coronavirus (COVID-19), , as well as statutory guidance on online safety in Annex C of keeping children safe in education. • See National Crime Agency at the following websites:https://www.ncsc.gov.uk/guidance/video-conferencing-services-using-them-securely • While attendance is mandatory, remote learning is provided for pupils who are following clinical or government guidance to stay at home, e.g. where they are self-isolating. All such pupils not physically unwell are given access to remote education as soon as reasonably practicable. 	3X2=6	
Recruitment – risk of transmission of Coronavirus (COVID 19))	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus	<ul style="list-style-type: none"> • The school continues its recruitment processes, but offers alternatives to face-to-face interviews where possible such as using video conferencing. • Where face-to-face meetings are arranged, school will make clear to candidates that they must adhere to the system of controls 	3 x 2 = 6	

Display screen self-assessment – risk of injury due to adopting awkward postures for long periods	Staff, pupils, parents, visitors – risk of musculoskeletal injuries , RSI etc	<ul style="list-style-type: none"> Remind everyone to review their workstations after the long absence. Make sure set up correctly. Adjust chairs, monitor heights all to suit the individual. All staff should carry out the Display Screen Self-Assessment on return to school. If some staff are still home-working check with them that there are no issues with their set-up at home. 	3X2=6	
Kitchens - risk of transmission of Coronavirus (Covid 19)	Staff, pupils, parents, visitors everyone - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> Kitchen follows: guidance for food businesses on coronavirus (COVID-19) The school’s kitchen is fully open and all servicing and maintenance of equipment up-to-date. 	3X2=6	
Emergency plan	Staff, pupils, parents, visitors – unable to respond to an emergency on site - possible injuries, panic, stress	<ul style="list-style-type: none"> School emergency plan has been reviewed to cover Covid 19 issues Contingency plans for an outbreak are in place The school has a contingency plan that can be implemented if restrictions need to be implemented due to coronavirus. Shared with staff and relevant parties e.g. Governors Remote education plans are in place for individuals or groups of self-isolating pupils. See remote education support 	3X2=6	
Extra- curricular activities - Third party users- e.g. Breakfast clubs/wraparound care, sports clubs – increased risk of transmission of Coronavirus (COVID 19)	Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> From 29 March, all parents will also be able to access provision for one of these additional purposes: <ul style="list-style-type: none"> where the provision is taking place outdoors - all children may access outdoor provision regardless of circumstances their children are eligible for free school meals and are attending provision as part of the holiday activities and food programme As part of step 2 (no earlier than 12 April) of the roadmap, all parents may access wraparound and 	3X2=6	Request new risk assessments from all new parties- ongoing

		<p>extra-curricular provision, without any restrictions on the reasons for which they may attend.</p> <ul style="list-style-type: none"> • School will continue to work closely with external wraparound providers to minimise mixing between children. • Children will be kept in the same school day bubble or in consistent groups. • In indoor provision and it is not possible to group children in the same bubble as they are in during the school day, providers will try to keep them in consistent groups of no more than 15 children and at least one staff member. • From 29 March, activities taking place outdoors can happen in groups of any number. • See providers who run community activities, holiday clubs, after-school clubs, tuition and other out-of-school provision for children • School advises parents using external childcare providers or out of school extra-curricular activities for their children to limit their use of multiple out-of-school settings providers, and to only use one out-of-school setting in addition to school as far as possible. • School encourages parents to check such providers have put in place their own protective measures • School has sent them the link to the guidance for parents and carers • School has requested new risk assessments from all parties detailing these measures. • School will work closely with our external wraparound providers to ensure as far as possible, children can be kept in a consistent group with other children from the same bubble they are in during the school day. • School has assessed the impact of all third parties onsite- clubs, sports activities • School measures and/or risk assessments have been 		
--	--	---	--	--

		<p>shared with them wraparound and before & after clubs</p> <ul style="list-style-type: none"> • Schools will consult the guidance produced for providers who run, after-school clubs, tuition and other out-of-school provision for children 		
Lettings - increased risk of contracting COVID 19	Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)	<ul style="list-style-type: none"> • School may open up or hire out school premises for use by external bodies or organisations, such as external coaches or after-school or holiday clubs or activities , that offer provision to children of critical workers and/ or vulnerable children. • School will work with providers to consider how they can operate within their wider protective measures and should also have regard to any other relevant government guidance. See working safely during coronavirus (COVID-19) for providers of grassroots sport and gym or leisure facilities 	3 x 2 = 6	
Physical activity in schools	Staff, pupils, parents, visitors everyone. contracting Coronavirus (COVID 19)	<p>From 12th April 2021</p> <ul style="list-style-type: none"> • School has flexibility to decide how physical education, sport and physical activity will be provided while following the measures in RA 029 Full Opening of School system of controls • Pupils are kept in consistent groups • Sports equipment is thoroughly cleaned between each use by different individual groups. • PE lessons can be held indoors, including those that involve activities related to team sports, for example practising specific techniques, whilst following school's system of controls. • Outdoor sports will be prioritised where possible • If indoors school will use large indoor spaces & will: <ul style="list-style-type: none"> o maximise natural ventilation flows. o maintain social distancing between pupils o pay scrupulous attention to cleaning and hygiene. • External facilities can also be used in line with government guidance for the use of, and travel to and from, those 		

		<p>facilities.</p> <ul style="list-style-type: none"> • School will only consider team sports whose national governing bodies have developed guidance under the principles of the government’s guidance on team sport and been approved by the government such as sports on the list available at grassroots sports guidance for safe provision including team sport, contact combat sport and organised sport events • From 29 March, outdoor competition between different schools can take place. • Indoor competition between different schools will be no earlier than 12 April • Refer to: Guidance on grassroot sports for public and sport providers, safe provision and facilities, and guidance from Sport England advice from organisations such as the Association for Physical Education and the Youth Sport Trust guidance from Swim England on school swimming and water safety lessons available at returning to pools guidance documents using changing rooms safely • School will work with external coaches, clubs and organisations for curricular and extra-curricular activities and will request their COVID secure risk assessment to satisfy itself all measures are being followed 		
Curriculum – Music, Drama, performing arts	Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)	<ul style="list-style-type: none"> • The Music Lead and teachers ensure that pupils are aware that there is evidence to suggest that singing and playing wind and brass instruments increases the risk of coronavirus transmission due to the cumulative aerosol transmission. • The Music Teacher conducts a Music Lesson Risk Assessment and ensures the relevant protective measures are in place to minimise the risk of coronavirus 	2X2=4	

		<p>transmission, e.g. cleaning musical instruments after use. (See RA 023 Music -COVID 19)</p> <ul style="list-style-type: none"> • The teacher conducts a Drama Lesson Risk Assessment and ensures the relevant protective measures are in place to minimise the risk of coronavirus transmission, e.g. limiting the sizes of groups. • The Head of School ensures a Dance Risk Assessment is conducted that ensures protective measures are in place to minimise the risk of coronavirus transmission, e.g. not allowing contact dancing. 		
<p>Educational visits – risk of Coronavirus (Covid 19) whilst on visit</p>	<p>Staff, pupils, parents, visitors - contracting Coronavirus (Covid 19)</p>	<ul style="list-style-type: none"> • In line with the roadmap, schools can resume educational day visits no earlier than 12 April. <p>Educational day visits</p> <ul style="list-style-type: none"> • School will ensure all day visits are conducted in line with relevant coronavirus (COVID-19) secure guidelines and regulations in place at that time. • Trips will adhere to the system of controls, pupils are kept within their consistent groups and will follow the COVID-secure measures in place at the destination. • A full and thorough risk assessment in relation to all educational visits is carried out to ensure they can be undertaken safely. EVOLVE system for risk assessments in use • School will consult the health and safety guidance on educational visits when considering visits. <p>Domestic residential educational visits</p> <ul style="list-style-type: none"> • In line with the Government roadmap, school will not undertake domestic residential educational visits until at least step 3, no earlier than 17 May. • Any domestic residential educational visits will be conducted in line with relevant coronavirus (COVID-19) 	<p>3X2=6</p>	

		<p>secure guidance and regulations in place at that time.</p> <p>New bookings</p> <ul style="list-style-type: none"> School may begin planning for new domestic residential educational visits to take place from no earlier than 17 May and will follow latest guidance at that point. International travel – update after 12 April 2021. 		
<p>Visitors to school- working across multiple ‘bubbles’ and schools e.g. speech and language therapists, OT’s social workers, volunteers- risk of spread of infection between ‘bubbles’ and schools.</p>	<p>Staff, pupils, visitors, members of the public by increased risk of catching Covid 19 from visitor entering existing bubble and cross-contamination of ‘bubbles’</p>	<ul style="list-style-type: none"> Visitors are warned not to enter school if they are displaying any symptoms of coronavirus and to follow the COVID-19: guidance for households with possible coronavirus (COVID-19) infection Visitors made aware of all measures in place in school to reduce risk of spread of virus. Visitors do not use staffroom in the peak times, where only 6 people are allowed Volunteers wear a visor provided by school, keep social distancing and do not use the staffroom in the peak times Visitors told wash hands on arriving or use hand sanitiser located at entrance. Visitors will be required to use sanitiser before and after each different pupil session. Supply teachers, peripatetic teachers and/or other temporary staff can move between schools following the above advice Pupils leave bubbles and wash hands or use sanitiser before and after their appointment / meeting Visitor has own PPE or PPE will be provided for each session 2m social distancing rules in place PPE to be worn if 2 m social distancing cannot be maintained then visitor must wear a face covering/mask Room has ventilation – windows and door open whilst the room is occupied. Sanitiser in room Tissues in room and lidded bin emptied after each session. 	3X2=6	

		<ul style="list-style-type: none"> • Disinfecting kit in room – insert local details e.g. trigger bottle of disinfectant, cloths, wipes • All hard surfaces wiped down before and after each separate appointment /meeting with pupils. • Any equipment brought into school must be able to be wiped down pre and post each pupil session. • Any school equipment used must be wiped down pre and post session. • Designated visitor toilet. No children to use • Visits arranged for outside of school hours, where possible • A record is kept of all visitors. 		
<p>Additional protective measures for early years settings only</p> <p>Protective measures in early years settings</p>	<p>Staff, pupils, parents, visitors increased risk of transmission of Coronavirus (COVID 19)</p>	<p>Early years settings only</p> <ul style="list-style-type: none"> • The setting is not required to arrange children and staff in small, consistent groups. Mixing is minimised through a number of measures, including using different rooms for different age groups and keeping these groups apart as much as possible. • Parents are encouraged to limit the number of settings their child attends. • Social distancing between groups of children and staff is implemented as far as possible. • The use of communal spaces is managed to limit the level of mixing between groups. • The use of private outdoor space is maximised to ensure social distancing measures can be adhered to. • Children are taken to outdoor public spaces, e.g. parks, in small groups, following the completion of a risk assessment that demonstrates they can stay at least two metres from people outside of their group at all times. This is done in line with wider government guidelines on the number of people who can meet in outdoor public places. • Children are supervised when washing their hands or using hand sanitiser and are taught how to do so effectively. 	3X2=6	

		<ul style="list-style-type: none"> • A good supply of disposable tissues is available throughout the premises and ‘catch it, bin it, kill it’ is encouraged through signage and prompting. • An enhanced cleaning schedule is put in place. • Surfaces, toys, books, doors, sinks, toilets and light switches are cleaned more regularly, using disinfectant, in line with the COSHH Policy. • Activities that involve malleable materials for messy play, e.g. sand, mud and water, are risk assessed. • Frequently touched surfaces, equipment, tools and resources for messy play are thoroughly cleaned and dried before they are used by a different group. • All items that are laundered are washed in line with government guidance (‘COVID-19: cleaning in non-healthcare settings outside the home’) and are not shared by pupils between washes. • Clear procedures are put in place to ensure stringent cleaning processes are followed for food preparation areas, dining areas and table coverings. • In line with PHE advice, supervised tooth brushing programmes are re-established using the dry brushing method. • If a child attends more than one setting, the settings work together with parents to address any risks identified, allowing them to jointly deliver appropriate care. 		
--	--	--	--	--



Risk Rating	Action Required
17 - 25	Unacceptable – stop activity and make immediate improvements
10 – 16	Tolerable – but look to improve within specified timescale
5 – 9	Adequate – but look to improve at review
1 – 4	Acceptable – no further action but ensure controls are maintained

Likelihood:

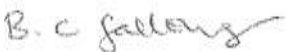
- 5 – Very likely
- 4 – Likely
- 3 – Fairly likely
- 2 – Unlikely
- 1 – Very unlikely

Consequence:

- 5 – Catastrophic
- 4 – Major
- 3 – Moderate
- 2 – Minor
- 1 – Insignificant

- (1) List hazards **something with the potential to cause harm** here
- (2) List groups of people who are especially at risk from the significant hazards which you have identified
- (3) List existing controls here or note where the information may be found. Then try to quantify the level of risk **the likelihood of harm arising** that remains when the existing controls are in place based on the number of persons affected, how often they are exposed to the hazard and the severity of any consequence. Use this column to list the controls that you might take and develop all or some of that list into a workable action plan. Have regard for the level of risk, the cost of any action and the benefit you expect to gain. Agree the action plan with your team leader and make a note of it overleaf. If it is agreed that no further action is to be taken this too should be noted.

(5) ACTION PLAN

Action required:	Responsible person	Completion date
Routine Inspector Course to be completed by a new caretaker	Julie E	October 2021
Circulate updated RA to new staff, volunteers, all day visitors, music teachers, speakers	G Kowalska	On going
Circulate -NEU, GMB, NASUWT, UNISON, UNITE	G Kowalska	On going
Request new risk assessments from all parties	B Galloway	On going
Action plan agreed with (signature) B Galloway 		Date 12/04/2021