

Coronavirus (COVID-19): Risk Assessment Action Plan for potential opening from 1st June 2020

Caslon Primary Community School

Assessment conducted by:	Job title:
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Date of assessment: Initial 17.05.20 Reviewed 22.05.20	Date of next review: As and when required, or needed or a change of guidance

The sole purpose of this risk assessment is to support schools in preparing for the possibility of providing some face-to-face contact with pupils in year groups < insert here> while reducing the risk of coronavirus transmission. The risk assessment has been written in collaboration with a number of local authorities.

• For the purpose of this risk assessment, the term 'coronavirus' to refer to coronavirus disease 2019 (COVID-19).

Schools must ensure that this risk assessment reflects the local setting and context of the school. Staff must be consulted with regard to this risk assessment (this must take into consideration all types of workers including agency workers, casual staff and contractors and any other adult on site as well as your permanent staff).

- This risk assessment is not exhaustive and is issued to schools as a template to assist in the production of a comprehensive document that covers the particular circumstance of the setting as such, the risks and risk controls should be deleted/amended/added-to to reflect the school.
- This should be viewed alongside relevant advice and guidance from the Department of Education and reflect any additional subsequent guidance issued to schools.
- For further reference, https://www.gov.uk/government/latest?departments%5B%5D=department-for-education, including the documents below, issued on the 11 May 2020:

- o Coronavirus (COVID-19): guidance for schools and other educational settings
- o <u>Details on phased wider opening of schools, colleges and nurseries</u>
- o <u>Coronavirus (COVID-19): implementing protective measures in education and childcare settings</u>
- o Actions for educational and childcare settings to prepare for wider opening from 1 June 2020
- o What parents and carers need to know about schools and other education settings during the coronavirus outbreak
- o Opening schools for more children and young people: initial planning framework for schools in England (updated 12 May)



Key:	
Level of risk prior to control	Identifies the risk before any steps to reduce the risk have been taken
Risk Description:	Outlines the area of concern. This list is not exhaustive, and schools should add/amend/delete where appropriate e.g. risks for pupils with complex needs.
Risk Controls:	The measures that will be taken to minimise the risk. These are generic and should be adapted for the school context. Add <additional information=""></additional>
Impact:	Could be L/M/H or numeric, depending on what is used in the school setting.
Likelihood:	Could be L/M/H or numeric, depending on what is used in the school setting. NB IF IMPACT AND LIKELIHOOD ARE BOTH HIGH, THEN THE ACTIVITY
	SHOLD BE STOPPED UNTIL ADDITIONAL CONTROL MEASURES ARE PUT IN PLACE.
Responsible person:	The identified staff member(s) responsible for implementing the risk controls.
Completion Date:	The date by which required plans for controls will be in place. To support planning, identify which controls need to be in place before pupils return
	to the setting. Individual schools can then personalise to their own setting.
Line Manager Check:	Sign off to ensure that the risk has been minimised as far as possible.

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
The school lapses in following national guidelines and advice, putting everyone at risk	High	 To ensure that all relevant guidance is followed and communicated: The school to keep up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE, and review its risk assessment accordingly Information on the school website is updated. Pupils updated via classrooms/email/text as necessary. Any change in information to be shared with Chair of Governors and passed on to parents and staff by email 	Low	Low	LHG, AH, TW, CW, SS, MN, MH	Continue as long as guidance keeps changing	LHG, SS, MN

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Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		As a result, the school has the most recent information from the government, and this is distributed throughout the school community.					
Poor communication with parents and other stakeholders	High	 All staff/pupils aware of current actions and requirements and reminded frequently using school communication systems Headteacher to share risk assessment with all staff Parents notified of risk assessment plan and shared with parents via website. As a result, all pupils and all staff working with pupils are adhering to current advice. 	Low	Low	All staff	22.05.20	LHG
Lack of awareness of policies and procedures	High	 School leaders will ensure that all policies impacted on by coronavirus controls are updated All staff, pupils and volunteers will make themselves aware of all relevant policies and procedures including, but not limited to, the following: Health and Safety Policy Infection Control Policy First Aid Policy Intimate care policy Behaviour policy Staff absence reporting procedures 	Low	Low	All staff	22.05.20	LHG

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Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		 All staff have regard to all relevant guidance and legislation including, but not limited to, the following: The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 The Health Protection (Notification) Regulations 2010 Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' DfE and PHE (2020) 'COVID-19: guidance for educational settings' The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. Staff are made aware of the school's infection control procedures in relation to coronavirus via email Parents are made aware of the school – they are informed that they must contact the school as soon as possible if they believe their child has been exposed to coronavirus Pupils are made aware of the school's infection control procedures in relation to coronavirus via a coordinated programme of delivery from staff on the morning of the 1 June 2020. All are informed that they must tell a member of staff if they begin to feel unwell 					





Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		 Daily electronic briefing issued to staff. As a result, all staff and pupils are aware of the policies and procedures in place to keep themselves safe in school. 					
Poor hygiene practice in school - general	• High	 Posters are displayed at the entrance to the school, around school and in every classroom reminding staff, pupils, parents and visitors of the hygiene practice required in school (e.g. washing hands before entering and leaving school) Pupils to wash their hands with soap before and after break times and lunchtimes for no less than 20 seconds Teachers to reiterate key messages in class-time (when directed) to pupils to: Cover coughs and sneezes with a tissue, To throw all tissues in a bin To avoid touching eyes, nose and mouth with unwashed hands. Additional alcohol-based sanitiser (that contains no less than 60 percent alcohol) and tissues to be provided for the school reception area, dining hall, classrooms and other key locations for staff, pupils and visitors Infection control procedures are adhered to as far as possible in accordance with the DfE and PHE's guidance 	Medium	Medium	All staff	Continuous	МН

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Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Line Manager Check
		 Sufficient amounts of soap (or hand sanitiser where applicable), clean water, paper towels and waste disposal bins are supplied in all toilets and kitchen areas Hand washing facilities are supervised by staff when pupils are washing their hands to avoid overcrowding in hand washing areas Pupils and staff do not share cutlery, cups or food. Staff to bring in their own cups and utensils All utensils are thoroughly cleaned before and after use Cleaners are employed by the school to carry out additional cleaning. Door handles, doors and toilets are cleaned during the day every hour and paper/hand towels are refilled regularly every morning and evening. As a result, all pupils and staff are adhering to high standards of hygiene to minimise risk of transmission. 					
Poor hygiene practice – specific – school entrance	High	 Clear signage in place regarding social distancing Barriers/screens to be used by reception staff when dealing with parents/visitors/contractors Areas touched to be wiped down Discourage parents from entering the school building 	Low	Low	All staff	Ongoing	LHG, MH

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| Risk<br>Description/Area of<br>Concern                                                                       | Level of<br>risk prior<br>to control<br><> | Risk Controls                                                                                                                                                                                                                                                                                                                                                                                                                               | Level<br>of risk<br>is now<br><> | Likelihood<br><> | Responsible<br>person | Planned<br>completion<br>Date | Line<br>Manager<br>Check |
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|                                                                                                              |                                            | <ul> <li>Rearrange furniture in reception area to facilitate social distancing.</li> <li>If possible, arrange for a separate staff entrance to the workplace – stagger start times for staff where possible.</li> <li>As a result, reception staff are protected.</li> </ul>                                                                                                                                                                |                                  |                  |                       |                               |                          |
| Poor hygiene practice<br>– <b>specific – office</b><br><b>spaces.</b>                                        | High                                       | <ul> <li>Start and end times for administrative staff are staggered to support social distancing</li> <li>Tissues/hand sanitiser to be available in office locations</li> <li>Staff to wash hands on arrival at school</li> <li>Each individual is responsible for wiping down their own work area before and after use.</li> <li>As a result, office practice in office spaces limits the risk of the spread of any infection.</li> </ul>  | Low                              | Low              | KBu, AH, LW           | Ongoing                       | LHG, MH                  |
| Poor hygiene practice<br>– specific - spread of<br>potential infection at<br>the start of the<br>school day. | High                                       | <ul> <li>In line with government advice:</li> <li>Issue information to young people, parents, carers and visitors not to enter the school if they display any symptoms of coronavirus</li> <li>Issue information to parents about arrival and departure procedures, including safe drop-off and pick-up</li> <li>Inform each year group and their parents of their allocated times for the beginning and end of their school day</li> </ul> | Medium                           | Medium           | All staff             | Ongoing                       | LHG, MH                  |



| Risk<br>Description/Area of<br>Concern | Level of<br>risk prior<br>to control<br><> | Risk Controls                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Level<br>of risk<br>is now<br><> | Likelihood<br><> | Responsible<br>person | Planned<br>completion<br>Date | Line<br>Manager<br>Check |
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|                                        |                                            | <ul> <li>Vulnerable/Key workers 8:30am</li> <li>Nursery 8:45am</li> <li>Reception – 10am</li> <li>Year 1 – 9:30am</li> <li>Year 6 – 9am</li> <li>Inform each year group and their parents of the allocated entrance and exit points to school and where they should go on arrival through main blue gate at the top and then onto area outside school Reception, then parents leave via bottom gate through the one way system</li> <li>Pupils to be given hand gel on the playground and then wash hands when in the building.</li> <li>Pupils to be supervised in accessing hand-washing facilities on arrival, ensuring that pupils queue while maintaining social distancing as they wait for facilities</li> <li>All staff to wash hands on arrival in school</li> <li>Make it clear to parents and pupils that they cannot congregate at the front of school prior to the start of the school day</li> <li>Make parents and pupils aware of government recommendations with regard to transport. Inform parents and pupils of restrictions and plans relating to school transport</li> </ul> |                                  |                  |                       |                               |                          |

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| Risk<br>Description/Area of<br>Concern                                  | Level of<br>risk prior<br>to control<br><> | Risk Controls                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Level<br>of risk<br>is now<br><> | Likelihood<br><> | Responsible<br>person | Planned<br>completion<br>Date | Line<br>Manager<br>Check |
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| Poor hygiene practice<br>– specific –<br>toilet/changing<br>facilities. | High                                       | <ul> <li>Issue information to pupils in relation to restrictions on their movement around the site</li> <li>Sufficient supplies of hand-washing supplies should be provided to accommodate this procedure at the start of the day.</li> <li>As a result, the risk of infection is reduced as pupils and staff arrive at school.</li> <li>Staff to wear additional PPE when supporting pupils with toileting routines – mask, gloves, apron</li> <li>All changing surfaces to be cleaned before and after each use</li> <li>Nappies/soiled items to be disposed of in nappy bin and end of session into yellow bags to be disposed off</li> <li>Staff to follow specific intimate care procedures any concerns – Becky Harper</li> <li>Any soiled clothes are put into a plastic bag (double bagged) and sent home.</li> </ul> | Medium                           | Medium           | All staff             | Ongoing                       | LHG, MH                  |

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| Risk<br>Description/Area of<br>Concern                          | Level of<br>risk prior<br>to control<br><> | Risk Controls                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Level<br>of risk<br>is now<br><> | Likelihood<br><> | Responsible<br>person | Planned<br>completion<br>Date | Line<br>Manager<br>Check |
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| Poor hygiene practice<br>– specific - end of the<br>school day. | High                                       | <ul> <li>Issue information to parents about departure procedures, including safe pick-up</li> <li>Inform pupils and parents of their allocated times for the end of their school day <ul> <li>Keyworker/vulnerable – 3pm</li> <li>Nursery – 11:45am</li> <li>Reception – 2pm</li> <li>Year 1 – 2:20pm</li> <li>Year 6 – 2:45pm</li> </ul> </li> <li>Inform pupils and their parents of the allocated exit points and pick up points through main blue gate at the top and then onto school Reception, then parents leave via bottom gate through the one way system</li> <li>Make it clear to parents and pupils that they cannot congregate at the front of school/in the playground prior to the end of the school day. If waiting to collect pupils, parents are to remain in cars and park safely</li> <li>Make parents and pupils aware of government recommendations with regard to transport. Inform parents and pupils of restrictions and plans relating to school transport and potential road closures.</li> </ul> | Medium                           | Medium           | All staff             | Ongoing                       | LHG, MH                  |





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|                                        |                                            | As a result, the risk of infection is reduced as pupils and staff leave school.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                  |                  |                       |                               |                          |
| III health in school.                  | High                                       | <ul> <li>Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus</li> <li>Appropriate PPE is sourced and guidance on its location, use and disposal issued to staff in line with government guidance on what to do if a pupil or staff member becomes unwell</li> <li>All staff are informed of the procedure in school relating a pupil becoming unwell in school</li> <li>All staff advised of the procedure in school if a member of staff becomes unwell.</li> <li>Ensure all staff absences are appropriately recorded.</li> <li>Any pupil who displays signs of being unwell is immediately referred to</li> <li>Any staff member who displays signs of being unwell immediately refers themselves to Headteacher and is sent home</li> <li>Where the named person is unavailable, staff ensure that any unwell pupils are moved to an empty room whilst they wait for their parent to collect them. School admin team to contact</li> </ul> | Medium                           | Medium           | All staff             | Ongoing                       | LHG, MH, All<br>staff    |

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| | | parents. Parents advised to follow the COVID-19: Guidance for households, including accessing testing If a pupil needs to use the bathroom, they should use a separate bathroom Toilet in reception which will be cleaned after use. Pupils displaying symptoms of coronavirus do not come in to contact with other pupils and as few staff as possible, whilst still ensuring the pupil is safe. A facemask should be worn by the supervising adult if a distance of 2 metres cannot be maintained If contact with a child or young person is necessary, then gloves, an apron and a face mask should be work by the supervising adult. If there is a risk of splashing, eye protection should also be worn The relevant member of staff calls for emergency assistance immediately if the pupil's symptoms worsen Unwell pupils who are waiting to go home are supervised in the main reception area where they can be at least two metres away from others Areas used by unwell pupils who need to go home are identified as out of bounds, thoroughly cleaned and disinfected once vacated. | | | | | |

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| | | As a result, any member of the school community who becomes
unwell, is isolated quickly and appropriate action is taken to
minimise the risk of infection. | | | | | |
| Poor management of
pupil numbers
reduces the ability of
pupils and staff to
practice social
distancing. | High | Leaders to identify and communicate clearly to parents and pupils who is to attend and the times they are to attend Leaders to calculate capacities of classrooms. Classrooms allocated for provision and arranged so that pupils can remain 2 metres apart where practicable Timetable reviewed and refreshed and programme communicated to teachers and staff Where possible, pupil movement to be limited to make social distancing easier and specialist teachers to move between allocated classrooms Leaders to consider how best to supplement remote education with face-to-face support for pupils. As a result, staff and pupils are clear about where they should be, the times that they should be there and what they are delivering. | Low | Low | All staff | Ongoing | LHG, CW,
TW |
| A pupil is tested and
has a confirmed case
of coronavirus. | High | In line with government advice: The rest of the class/group should be advised to self-isolate for 14 days | Low | Low | All staff | Ongoing | LHG, SS, MN |



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| | | The Headteacher will contact PHE. Then PHE's local protection teams to conduct a rapid investigation and will advise school on appropriate action. As a result, school leaders taken appropriate action in the event of a confirmed case of coronavirus. | | | | | |
| A pupil under the age
of 5 has symptoms of
coronavirus, but not a
confirmed cased of
coronavirus due to no
testing | High | In line with Government advice: Single child to be sent home for self-isolation The rest of the class/group should be advised to self-isolate for 14 days, if another case breaks within 7 days in the same bubble The Headteacher will contact PHE. Then PHE's local protection teams to conduct a rapid investigation and will advise school on appropriate action. As a result, school leaders taken appropriate action in the event of a confirmed case of coronavirus. | Low | Low | All staff | Ongoing | LHG, SS, MN |
| Insufficient staff to
run face-to-sessions
for pupils. | High | • Leaders to ensure that they have a complete list of shielded (clinically extremely vulnerable) and clinically vulnerable adults for their school | Medium | Medium | LHG, TW, CW ,
SS, MN | Ongoing | LHG, SS, MN |

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| | | Leaders to ensure that the clinically extremely vulnerable are not in attendance at school Leaders to ensure that the clinically vulnerable are working from home or offered the safest available on-site roles where possible Protocols for staff to inform leaders if they need to self-isolate are clearly in place Leaders ensure there is a rota in place for cover in the instance that staff have to self-isolate. As a result, sufficient staff cover in place to provide the face-to-face support sessions for pupils. | | | | | |
| Pupil movement
between lesson, at
breaktime and
lunchtime increases
the risk of infection. | High | Staggered starts to be put in place for breaktime and lunchtime Clear guidance on access where possible to be put in place for pupils arriving and leaving. Allocated outdoor areas for each year group to be identified for breaktime and lunchtime Lunchtime will be in the class with a staggered rota for the playground | Low | Low | All staff | Ongoing | LHG, MH |

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| | | Pupils advised not to play contact games at breaktime or
lunchtime. Ball games and shared outdoor equipment to be
prohibited Pupils to be supervised in washing hands before and after
lunch In canteen/eating spaces, consideration given to marking
seats that can be used and removing other seating. Bench
style seating clearly marked. · Screen provided to protect food
in canteen when pupils purchase food Touch terminals/cashless catering is not used. Till operator
searches for pupils by name on the electronic system (rather
than using fingerprint recognition) Tables to be cleaned between year groups using lunchtime
facilities Catering staff to maintain strict levels of hygiene in food
preparation areas and follow whole staff guidance in
reporting illness Pupils who bring a packed lunch, to eat in classrooms to
reduce movement and maintain social distancing. | | | | | |





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| Spread of infection in
classrooms/shared
areas. | High | All unnecessary items to be removed from classrooms and learning environments and stored elsewhere All soft furnishings and items that are hard to clean to be removed Class sizes reduced to ensure social distancing can be adhered to, with all desks 2m apart and group sizes not exceeding 15 Pupils to be directed to specific seats in classrooms and to maintain seats during the day as far as possible Tissues and hand sanitiser to be located in each classroom/learning space Bins to be emptied at least twice daily in classrooms. Contact with communal surfaces, such as door handles etc to be minimised. Doors to be kept open Where possible, windows to be opened to provide ventilation. Inform all the pupils that they must bring the required equipment to school (stationery, calculators etc) to reduce the risk of infection Pupils/staff to clean IT equipment (esp keyboards) with antibacterial wipes before and after each use Shared telephone handsets to be cleaned prior to and after use | Medium | Medium | All staff | Ongoing | LHG, TW,
CW, MH |





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| | | If any bodily fluids come into contact with classroom equipment, ensure that gloves are worn to remove the piece of equipment before it is thoroughly cleaned Guidance issued to staff on the use of the staff room and staff toilet area, including maximum numbers at any one time 6 in total at any one time. Staff to be reminded to adhere to social distancing at all times Hand sanitiser to be in place at photocopiers/shared keyboards/telephones etc Staff must wash and dry their own cups, plates and utensils, using disposable towels. Bring own from home. | | | | | |
| Poor pupil behaviour
increases the risk of
the spread of the
infection. | High | Pupils are reminded of the behaviour policy on their return to school Sanctions (and how they will be applied in the context of social distancing) are clearly communicated to pupils and parents. Behaviour policy is adjusted as a consequence Pupils' individual behaviour plans are reviewed and specific control measures identified and shared with pupils and staff where necessary. | Low | Low | All staff | Ongoing | TW |

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| | | As a result, pupils and staff understand the behaviour policy/individual plans in context. | | | | | |
| Pupils with complex
needs are not
adequately prepared
for a return to school
or safely supported. | N/A | Specific arrangements for pupil transport have been risk assessed and agreed with local providers Leaders and staff should review individual pupils' handling plans, including the use of PPE Additional advice should be sought from external agencies where appropriate in relation to moving and handling (physiotherapy, occupational therapy) Review individual communication plans where close proximity is expected e.g. on-body signing Plans should be understood, shared and followed consistently by all staff working with those pupils Prepare additional social stories to support pupils with autism / learning difficulties (highlighting changes to classrooms/arrangements/use of PPE, for example) and share with parents and pupils prior to pupils returning to school. | N/A | N/A | N/A | N/A | N/A |
| Vulnerable pupils and
pupils with SEND do
not receive
appropriate support. | High | Appropriate planning is in place to support the mental health of pupils returning to school | Low | Low | All staff | Ongoing | CW |



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| | | Agree what returning support is available to pupils with SEND
in conjunction with families and other agencies. As a result, pupils with SEND and those concerned about returning
to school are well supported. | | | | | |
| Increased number of
safeguarding
concerns reported
after lockdown. | High | Agree safeguarding provision to be put in place to support returning pupils Ensure that key staff (DSL and deputies) have capacity to deal with any arising concerns Follow up any referrals made by staff swiftly, while maintaining social distancing. As a result, safeguarding remains of the highest priority and practice. | Medium | Medium | LHG, AH, TW,
CW, RH | Ongoing | TW |
| Emergency
evacuation due to fire
etc. | High | Lockdown, fire and emergency evacuation procedures to be reviewed so that social distancing can be maintained Leaders to communicate procedures to all staff Staff to communicate emergency evacuation procedures to pupils at the beginning of each day. As a result, social distancing is maintained in the event of an emergency evacuation. | Low | Low | All staff | Ongoing | МН |

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| Cleaning is not
sufficiently
comprehensive. | High | Ensure that all cleaning and associated health and safety compliance checks have been undertaken prior to opening A nominated member of staff monitors the standards of cleaning in school and identifies any additional cleaning measures Where possible, additional cleaning staff employed (or given additional hours) to increase the regularity of cleaning Whilst pupils are at breaktime/lunchtime, <identified member="" of="" staff=""> to clean tables/door handles with a disinfectant spray. Gloves to be worn during this and hands washed afterwards</identified> Disposable gloves/wipes/sprays are next to photocopiers/printers etc Cleaners to act upon guidance normally linked to 'deep cleans' as part of their daily procedures (i.e. a focus on door handles, toilets, changing room, toys in the Early Years). | Medium | Medium | All staff | Ongoing | МН |
| Contractors,
deliveries and visitors
increase the risk of
infection. | High | All contractors to be checked to ensure that they are essential visitors prior to entry to the school Agree arrival and departure times with contractors to ensure that there is no contact with staff or pupils | Medium | Medium | МН | Ongoing | LHG, SS, MN |

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| Risk
Description/Area of
Concern | Level of
risk prior
to control
<> | Risk Controls | Level
of risk
is now
<> | Likelihood
<> | Responsible
person | Planned
completion
Date | Line
Manager
Check |
|--|--|---|----------------------------------|------------------|-----------------------|-------------------------------|--------------------------|
| | | All contractors/visitors to wash hands either prior to or on entry to the school site Contractors and visitors are directed to specific/designated handwashing facilities All areas in which contractors work are cleaned in line with government guidance Contractors to bring own food, drink and utensils onto site. Staff who receive deliveries to the school to wash hands in line with government guidance after handling Where possible, staff to identify safe/designated place for delivery without need for contact with staff. Drivers are not permitted to enter the school premises when making deliveries If drivers have to enter school site, ensure that they are asked to maintain social distancing and use hand sanitiser before entering the building Surfaces to be cleaned after any deliveries have been made. As a result, any external visitors/contactors are kept safe and the risk to other members of the school is minimised. | | | | | |

Agreed by Headteacher LHG, Governors SS and MN

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Date agreed 22.05.20

Useful links:

- Safeguarding: <a href="https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers/covid-19-safeguarding-in-schools-covid-19-safeguarding-in-schoo
- Remote learning: <u>https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19</u>
- Attendance: <u>https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings</u>
- Premises: <u>https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak</u>
- Prevention and control- <a href="https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-
- Advice: <u>https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance</u>
- Vulnerable: <u>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people</u>
- Extremely vulnerable: https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
- SEND https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-guidance/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-guidance/coronavirus-guidance/coronavirus-guidance/coronavirus-guidance/co
- Home learning support: https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources
- Remote support: <u>https://www.gov.uk/guidance/get-help-with-technology-for-remote-education-during-coronavirus-covid-19</u>
- Accountability measures: https://www.gov.uk/government/publications/coronavirus-covid-19-school-and-college-performance-measures/coronavirus-covid-19-school-and-college-accountability

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- Pupils' mental health support/pastoral care at home: <a href="https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19outbreak#helping-children-and-young-people-cope-with-stressParents: <a href="https://www.gov.uk/guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-your-children-and-young-coronavirus-covid-19-guidance/supporting-young-coronavirus-covid-19-guidance/supporting-young-coronavirus-covid-19-guidance/supporting-young-covid-19-guidance/supporting-young-covid-19-guidance/supporti
- Parents with pupils with SEND: https://www.gov.uk/guidance/help-children-with-send-continue-their-education-during-coronavirus-covid-19
- Supporting parents: <u>https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing#working-with-parents</u>
- Financial support: https://www.gov.uk/government/publications/coronavirus-covid-19-financial-support-for-education-early-years-and-childrens-social-care/coronavirus-covid-19-financial-support-for-education-early-years-and-childrens-social-care
- Exceptional costs: https://www.gov.uk/government/publications/coronavirus-covid-19-financial-support-for-schools/school-funding-exceptional-costs-associated-withcoronavirus-covid-19-for-the-period-march-to-july-2020
- Reducing burdens: <u>https://www.gov.uk/government/publications/coronavirus-covid-19-reducing-burdens-on-educational-and-care-settings/reducing-burdens-on-educational-and-care-settings</u>
- Social distancing: https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings
- PPE: <u>https://www.gov.uk/government/collections/coronavirus-covid-19-personal-protective-equipment-ppe</u>
- Public health England <u>https://www.gov.uk/government/organisations/public-health-england</u>
- NHS: <u>https://www.nhs.uk/conditions/coronavirus-covid-19/what-to-do-if-you-or-someone-you-live-with-has-coronavirus-symptoms/</u>
- Government advice: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance
- DfE https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-
- A detailed checklist and key guidance for action for health and safety is available at: www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak
- Information re testing: <u>https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</u>

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