

SIGGLESTHORNE Return to school Risk Assessment

RISK ASSESSMENT DETAILS		RISK RATING & EVALUATION OF RESIDUAL RISK																																																			
	Ebor Academy Trust	<p><b>Assessing level of residual risk = impact x likelihood</b></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">IMPACT</th> <th colspan="3" style="text-align: center;">LIKELIHOOD</th> </tr> </thead> <tbody> <tr> <td style="background-color: #cccccc;">Catastrophic</td> <td>People in immediate danger (5)</td> <td style="background-color: #cccccc;">Highly Probable</td> <td>The event is extremely Foreseeable (5)</td> <td>More likely to occur</td> </tr> <tr> <td style="background-color: #cccccc;">Major</td> <td>Harm is more likely than not (4)</td> <td style="background-color: #cccccc;">Probable</td> <td>The event is very Foreseeable (4)</td> <td></td> </tr> <tr> <td style="background-color: #cccccc;">Moderate</td> <td>Harm is likely (3)</td> <td style="background-color: #cccccc;">Possible</td> <td>The event is Foreseeable (3)</td> <td></td> </tr> <tr> <td style="background-color: #cccccc;">Minor</td> <td>Harm is unlikely (2)</td> <td style="background-color: #cccccc;">Unlikely</td> <td>The event is not very Foreseeable (2)</td> <td></td> </tr> <tr> <td style="background-color: #cccccc;">Insignificant</td> <td>Remote chance of dangerous harm (1)</td> <td style="background-color: #cccccc;">Remote</td> <td>The event is unforeseeable (1)</td> <td>Less likely to occur</td> </tr> </tbody> </table> <table style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #0070c0; color: white;"> <th colspan="3">What the final score tells you in relation to level of risk</th> </tr> </thead> <tbody> <tr> <td style="background-color: #0070c0; width: 30%;"></td> <td style="width: 30%;"><b>1 – 5</b></td> <td style="width: 40%;"><b>Very Low</b></td> </tr> <tr> <td style="background-color: #00ff00;"></td> <td><b>6 – 10</b></td> <td><b>Low</b></td> </tr> <tr> <td style="background-color: #ffff00;"></td> <td><b>12 – 15</b></td> <td><b>Medium</b></td> </tr> <tr> <td style="background-color: #ffa500;"></td> <td><b>16 – 20</b></td> <td><b>High</b></td> </tr> <tr> <td style="background-color: #ff0000;"></td> <td><b>21 - 25</b></td> <td><b>CRITICAL</b></td> </tr> </tbody> </table>				IMPACT		LIKELIHOOD			Catastrophic	People in immediate danger (5)	Highly Probable	The event is extremely Foreseeable (5)	More likely to occur	Major	Harm is more likely than not (4)	Probable	The event is very Foreseeable (4)		Moderate	Harm is likely (3)	Possible	The event is Foreseeable (3)		Minor	Harm is unlikely (2)	Unlikely	The event is not very Foreseeable (2)		Insignificant	Remote chance of dangerous harm (1)	Remote	The event is unforeseeable (1)	Less likely to occur	What the final score tells you in relation to level of risk				<b>1 – 5</b>	<b>Very Low</b>		<b>6 – 10</b>	<b>Low</b>		<b>12 – 15</b>	<b>Medium</b>		<b>16 – 20</b>	<b>High</b>		<b>21 - 25</b>	<b>CRITICAL</b>
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<b>Academy</b>	Sigglesthorne Primary Academy																																																				
<b>TITLE OF RISK ASSESSMENT</b>	Covid 19 Risk Assessment																																																				
<b>DETAILS OF ACTIVITY</b>	Walked around school, Assessed school grounds and classrooms, Shared RA with staff																																																				
<b>RISK ASSESSMENT LOG REF</b>																																																					
<b>OTHER RISK ASSESSMENTS CROSS REFERENCED*</b>																																																					
<b>WORKPLACE INSTRUCTION REF</b>																																																					
<b>DATE OF ASSESSMENT</b>	15th July Reviewed 20th July, 4th September, 9/10/20, 03/11/20, <span style="color: red;">05/01/21</span> , 25/1/21, 26/1/21. <a href="#">Reviewed 01.3.21</a>																																																				
<b>MANAGER CARRYING OUT RISK ASSESSMENT</b>	Mrs Vic Tippett <a href="#">Mrs Jennifer Marsden</a>																																																				
<b>NAME OF EMPLOYEE CONSULTED</b>	Mrs Sophie Owens Jane Conlon Andy Roberts																																																				
<b>LOCATION OF ACTIVITY</b>	Sigglesthorne Primary Academy Main Street Hull, HU11 5QA																																																				
<b>Headteacher / Principal</b> Please sign to confirm you understand the risks and are taking the precautions necessary to reduce the risk.																																																					
<b>Signature</b>  	<b>Date</b>  <b>03.03.2021</b>																																																				

In welcoming back all of our pupils to school, it is critical that safety and wellbeing is at the forefront of all of our thinking. The guidance and actions for schools from 8th March 2021 can be found here:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/964351/Schools\\_coronavirus\\_operational\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf)

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/annex-a-health-and-safety-risk-assessment>

This document has been designed to:

- 1) Identify sources of risk
- 2) Provide detail on what measures to be put in place in order to mitigate that risk
- 3) Assess what can be done to mitigate the risk
- 4) Having put the measures in place, to reflect on and score any residual risk

In putting the risk assessment together we have taken on board a wide range of updated guidance which recognises the challenges of having all children back in one building.

The assessment has been developed around the 12 systems of control around prevention, specific circumstances and response to any infection.

**Prevention:**

**You must always:**

- 1) Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
- 2) Ensure face coverings are used in recommended circumstances.
- 3) Ensure everyone is advised to clean their hands thoroughly and more often than usual.
- 4) Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
- 5) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
- 6) Consider how to minimise contact across the site and maintain social distancing wherever possible.
- 7) Keep occupied spaces well ventilated.

**In specific circumstances:**

- 8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
- 9) Promote and engage in asymptomatic testing, where available.

**Response to any infection**

**You must always:**

- 10) Promote and engage with the NHS Test and Trace process.
- 11) Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community.
- 12) Contain any outbreak by following local health protection team advice.

**In the event of a local lockdown we will follow public health guidance.**

Hygiene remains at the centre of the strategy to control transmission, it must remain central to all activities. There is also greater emphasis on wellbeing.

Recognising the logistics of having Bubbles of children, the guidance changes the emphasis from 'doing all that is reasonably possible to maintain distancing' to give 'formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible'.

In conducting this risk assessment ***it is therefore critical*** that you can demonstrate that you have given thought to each risk and what is reasonable and possible to do in order to reduce / mitigate it.

We have outlined steps to take in order to reduce or mitigate risks, and ask the risk assessor to consider each one, decide on what action is reasonably possible and state the reason for this decision.

Where it becomes difficult to mitigate or reduce the risk,; e.g. lack of cleaning staff; or a measure is not deemed appropriate, you must note your reasoning. CST will then work with you to consider the best course of action which could include:

- a) Transfer the risk e.g. contract a company to clean and manage waste, engage with Department of Public Health



- b) . Accept the risk; this may be where the cost or impact on people is greater than the risk of transmission

Although we have produced this generic document, we recognise that every school is different, and we therefore expect each school to take a rigorous approach to interpreting risks in the context of their schools and to add any additional risks they may identify.

The risk assessment is a critical step in ensuring safety, so you must make sufficient time to ensure this is completed thoroughly and by staff who have been trained in undertaking a risk assessment. If unsure please contact Andy Roberts for guidance.

Despite putting the measures in place, there is always going to be a residual level of risk. Having reflected on the preventative measures you will put in place, please score the residual risk in terms of the likelihood of the risk manifesting and the impact.

A discussion with CST has been booked in with each school, to discuss the results and agree a risk score and any support required.

***Risks change so you must review risks on an on-going basis and put measures in place to ensure wellbeing and safety, and also check that the measure put in place are working to ensure the controls are:***

- ***effective***
- ***working as planned***
- ***updated appropriately considering any issues identified and changes in public health advice***

RISK BEING ASSESSED	<b>PERSONS AT RISK &amp; HOW</b> e.g. employees, pupils, customers, contractors, members of public, other	MEASURES TO REDUCE RISK	<b>HOW YOU WILL IMPLEMENT AND REINFORCE THESE MEASURES.</b>  <i>If you propose to accept the risk as you are unable to mitigate it, please note this.</i>	<b>PLEASE DETAIL ANY LIMITATIONS AS A RESULT OF YOUR ENVIRONMENT.</b>  <i>If you feel preventative measures are not possible or appropriate, please state this along with your reasons</i>
<b>STAFF WELLBEING</b>  <a href="https://www.gov.uk/guidance/national-lockdown-stay-at-home">https://www.gov.uk/guidance/national-lockdown-stay-at-home</a>  <a href="https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe</a>  <a href="https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19">https://www.gov.uk/government/publications/covid-19-guidance-for-the-public-on-mental-health-and-wellbeing/guidance-for-the-public-on-the-mental-health-and-wellbeing-aspects-of-coronavirus-covid-19</a>  <a href="https://www.gov.uk/coronavirus/education-and-childcare">https://www.gov.uk/coronavirus/education-and-childcare</a>				
Social distancing	Staff at risk due to infection from working too closely with others	Control use of facilities to ensure distancing can be maintained, aiming for 2 metres at all times	Staff to be reminded of this at staff meetings Avoid unnecessary wandering around the classrooms Two/three staff rooms allocated to minimise contact Classrooms arranged to allow distancing	Staff are in two bubble teams and have lunch within their bubble teams in classrooms.
		Signage to remind about distancing	Yes	
		Ensure staff are aware of procedures	Staff re-read information including the new guidance and the new RA	Staff are asked to read RA each time it is amended and sign that they have read it Staff asked to re-read updated RA and discussed

				transmissibility of new variants.
		Encourage engagement with test and trace	Yes	<p>All staff encouraged to keep a note of contacts they have been in contact with each day following advice from EBOR</p> <p>Updated contact information regarding cumulative effect of contacts.</p> <p>25.1.21 Twice weekly LF testing of staff to begin.</p> <p>1.3.21 Staff continue to test twice weekly and pupil's families have been encouraged and alerted they are also entitled to test at home.</p>
Social distancing	Unavoidable contact may lead to transmission	PPE guidance provided by CST to be read by all employees, guidance sought where unsure	PPE guidance re-read by staff Guidance and staff discussions on when the equipment is to be used.	<p>Regular updates and checks on PPE equipment</p> <p>All staff have been given their own visor to wear in communal areas and in staffrooms except when eating</p> <p>Staff reminded that face covering needs to be worn in communal areas</p>
Wellbeing	Pressure on staff due to concerns or workload	Ensure staff are aware of wellbeing support that is available	Wellbeing folder in place Wellbeing lead and ELSA support available	Wellbeing issues and materials available on shared drive.

				New material shared by Ebor and disseminated to staff Staff signposted to the Ebor Employee Assistance 24/7 Telephone Number for support if needed.
		Regular one to ones with staff to discuss wellbeing	Morning check-ins by SLT Weekly staff meeting with an initial wellbeing section each time-update from wellbeing lead on new materials etc	Weekly staff meetings with well-being discussed.
Allergies may be mistaken for Covid causing concern	Anxiety may be caused	Surgical masks available if required	Read information on how to use PPE correctly. Members of staff in each classroom responsible for ensuring that PPE equipment is replenished and school business manager is informed if equipment needs replacing.	Face coverings worn by staff and visitors in communal areas and staffrooms
Lack of staff due to unplanned absence	Inability to continue teaching	Robust plans in place to switch to online learning	Staff are experienced in using different online resources: Oak Academy online resources Bitesize Ebor Academy specialists resources Parents are very familiar with using Tapestry/Seesaw or Google Classroom	Remote learning policy in place-has been ratified by Governors Remote learning policy shared and discussed. Tapestry (EYFS) Seesaw (KS1/Y3) and Google Classroom (KS2) available for remote learning.
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	
	3	3	9	
<b>AREAS OF CONCERN</b> Continue to monitor staff and child wellbeing Staff meetings to discuss well-being.				

1 TA cross bubbles to cover intervention and 1 HLTA completes ELSA support  
 Sports coach and ERSMS to deliver coaching / music tuition - see separate RA  
 1 teacher to teach across two sites - one day between and LF testing before each school.  
 Headteacher works across sites - days blocked no same day visits.

## CHILD WELLBEING

<https://www.gov.uk/guidance/supporting-pupils-wellbeing>  
<https://www.gov.uk/education/pupil-wellbeing-behaviour-and-attendance>

Social distancing	Transmission of virus through close contact	Schools to develop plans for group sizes and maintaining consistent group sizes	<p>Classes will be in March:</p> <p>EYFS/Yr 1 15 pupils (+2 after Easter nursery)          Yr2/3 19          Yr4/5/6 14</p> <p>but two groups/bubbles of EYFS and Yr 2/3 and Yr4/5/6</p>	<p>Classes will remain the same, with 2 bubbles within the school.</p> <p>Classes will remain as separate as possible and maintain separate entrances and play times.</p>
Wellbeing	Children may be anxious with new rules and protocols	<p>Encourage parents to reinforce protocols around distancing and provide information to prepare them for their 'new normal'</p> <p>Staff to reassure children and explain when needed</p>	<p>Letter to go out to parents prior to the return in March reviewing protocols.</p> <p>Wellbeing lessons planned for the first half term.</p> <p>ELSA lead to have time out to do ELSA work if needed in first week (most children are back in school)</p>	<p>Yes-communication with parents on at least a fortnightly basis via a newsletter - more often when required.</p> <p>Children adapted well to distancing protocols.</p> <p>Children came back to school extremely happy and enthusiastic</p>

				<a href="#">ELSA time still planned</a>
		Additional support to be available to work intensely with children in particular at start of term	ELSA lead to be released if needed in first week- to be reviewed weekly according to need.	Support will need to be provided by TA / T within bubbles.
		Close monitoring and observation of children to identify any signs of distress	All staff vigilant to signs of emotional distress/anxiety and know the protocols to follow	<a href="#">Regular staff training on importance of children's wellbeing.</a> <a href="#">Wellbeing Wednesday as a focus time for children and staff.</a>  Staff to monitor and log any concerns on CPoms.
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood 2</b>	<b>Impact 3</b>	<b>Score 6</b>

#### AREAS OF CONCERN

Children are familiar with bubble system and social distancing measures but have been absent from school for an extended amount of time.

#### ACCESS / EGRESS TO SCHOOL

<https://www.gov.uk/guidance/national-lockdown-stay-at-home>

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

<a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a>				
<a href="https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19">https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</a>				
Travel to school	Virus may spread if too close contact	Minimise number congregating at same times by offering staggered start and end times where appropriate	EYFS/Yr 1- in through small gate at 8:45am  Yr2/3/4/5/6/ one way system through the main gates and main entrance from 8:45 till 9am (still only approx 32 children)	The one way system is working and parents are using the markings to maintain social distancing.  SLT monitor this weekly.
		Allocate supervised group collection points	EYFS/Yr1 will be picked up from playground. Yr 2/3 will be picked up from main entrance Yr 4/5/6 will be picked up from main entrance	An adult is available to see the children out each day.
		Ensure parents know they cannot come onto site	Letter to go out to parents re one parent only to come onto site Adhere to markings	Parents are adhering to this.
		Put in place process for removing face coverings that may be used on arrival at school, ensure the process is known and followed	Lidded bins are provided in each classroom for disposal of PPE equipment	Yes
		Ensure children over 11 yrs are aware they must wear a mask on public transport	N/A	
Social distancing	Virus may spread if too close contact	Designated and marked out parking area for contractors and guests with safe distance	Contractors not to park on car park. Limited space	Taxi is dropping children from different households off separately and not pulling into school car park.

			Taxi for children can pull up to entrance but not allowed in car park due to children and parents using it.	Taxi is waiting outside of school gates to collect children and a member of staff is taking children to the taxi at the end of the day. Member of staff to wear a mask.
		Number of entrances/exits at site maximised and limited to groups where practical	Each available entrance and exits are being used with limited numbers of children using each one	
Transport	Pressure on public transport/ road network	Encourage parents and children and young people to walk or cycle to their education setting where possible	Letter to parents to encourage walking and cycling. However, many children live outside the village	Mentioned in the newsletter
		Measures to prevent use of and crowding on public transport including staggered start and finish times	N/A	
		Guidance given to early years Staff on dealing with soiled clothing	EYFS guidance to be disseminated to all staff to read	EYFS lead reads all the new Gov guidance when it is released and shares the relevant information with staff
		Area to change allocated, Bags to put clothing in provided	For children-classroom For staff-staff toilets	
Airborne transmission	Virus spread across school	Parents to complete and return allergy declaration	Yes	Parents reminded on recognising symptoms and

		form prior to children attending. Information to be securely stored with controlled access and disposed of after a year		how to inform school if they are accessing a test. Support given to parents who need to access testing for their child or those who wish to access wider asymptomatic testing.
		Ensure children are well in communication with parents.	At the start of the term - parents are asked if their child is well.  Parents should be strongly advised to tell school if a child is unwell.	March 2021 Parents reminded of the need to isolate and test if a child exhibits symptoms and inform school if unwell and unable to complete remote learning.
Airborne transmission	Potential to infect others	Ensure staff are clear on the need to provide a doctor's note for non attendance	Yes	Staff informed of different categories of absence permitted via email (Sept 2020)
Preventing those with specified health conditions from risks arising from attending	Spread of virus to anyone in school	Ensure staff and parents are aware that those with specified medical conditions which make them more vulnerable to COVID-19 should continue to follow Government advice	Risk assessment to be reviewed on members of staff who may be vulnerable in March.	RA written with staff who fall into this category  Individual RAs to be reviewed after Easter Staff members who are CEV will continue to shield.
Close contact and airborne transmission		Plan in place to ensure distancing can be observed during access and egress of building	Yes	Staff adhere to distancing rules.  Each bubble of children has its own entrance and are supervised by an adult when

				entering and leaving the school site.  Parents advised to follow the clearly signposted one way system.
Close contact and airborne transmission	Reception staff	Staff must operate behind their protected area	Yes	
Close contact and airborne transmission	All staff, guests and contractors	Keep wipes by sign in screen to wipe after every touch / use	Yes Reception staff to monitor this Staff and visitors to sign themselves in-hand gel, wipes available Staff to use own pen each day	
Close contact and airborne transmission	Reception staff	Deliveries should be placed outside the door of the school. Delivery to be picked up wearing disposable gloves which are then disposed of along with the container in the school bins	Deliveries to be brought into foyer with doors remaining open so that Delivery Personnel do not need to touch door handles.	
	Reception staff	Implement a booking system for parents and visitors coming into school, limiting the number in at any one time. Log of visits should be retained	Yes	
		Ensure parents know they are not allowed to 'turn up' to school without an appointment	Letter to parents to inform them of this	Contact with parents will continue to be via telephone and e-mail wherever possible.

<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood 3</b>	<b>Impact 3</b>	<b>Score 9</b>
<b>AREAS OF CONCERN</b>				
<b>MOVEMENT AROUND BUILDING</b>				
Virus contracted whilst moving around building through airborne or close contact transmission	Staff/Children/Contractors	One way systems where possible	Contractors will be advised/supervised as to the safest route to walk  Children shown the route of how to walk to the toilet and outside to play.  Signage in place.	
		No assemblies unless via hangouts or within class groups	Class worship	JM to conduct virtual CW.
		Educate staff and children on voice control to prevent the need to shout. Use posters to reinforce	Child posters up in classrooms	Volume symbols put up in classes.  Teachers and teaching staff reinforce this in the classrooms.
		Rotas and systems to avoid contact between groups	Lunchtime rota in place Access/egress different for each class	Bubble in hall-enter via the hall and Mrs Prosser's classroom Bubble in Siggy's room via the corridor

		Pinch points and bottle neck points identified and managed accordingly.	As before External one way system in place to minimise parents queuing	
		Identify where screens would help prevent transmission of virus	N/A	N/A
		Signage in place to remind people and daily reminders from line managers	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA(Potential Impact x Likelihood)</b>		<b>Likelihood 3</b>	<b>Impact 3</b>	<b>Score 9</b>
<b>AREAS OF CONCERN</b>				
Need to ensure that parents are adhering to the extended drop off/pick up times				
<b>USE OF CLASSROOMS - EACH ROOM TO BE ASSESSED INDIVIDUALLY, PLEASE ADD ONE ROW FOR EACH ADDITIONAL ROOM AND REPEAT SAME CHECKS</b>				
<a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak</a>				
<b>Year 2/3</b> Assessing and preventing transmission of virus in the classroom through close contact or surface transmission	Staff/Children potential exposure to virus through close contact or picking it up from surfaces	Classrooms to be organised to maximise distancing	Furniture and equipment minimised Desks spaced out as much as possible  Any adults who are supporting are given specific working zones/children to avoid wandering unnecessarily.  Children NOT to wander around the classroom unless part of the provision	

			<p>All equipment/resources will be out on the table prior to the lesson</p> <p>All teachers to create Classroom Charter with children so they know what the rules and expectations are</p>	
		Enter classroom one by one, populating seats front to back to reduce contact where possible	Children will line up on playground and will enter classroom in small groups	
		Arrange seating for children to sit side by side where possible	Desks arranged with pupils side by side and facing forward	
		Minimise face to face child/teacher time	Over 1 metre distance between the front row and the teacher	
		Classroom based resources, such as books and games, should be cleaned regularly, along with all frequently touched surfaces.	Yes - cleaning rota in place	
		Resources shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles	<p>Use of steam-cleaner to kill germs</p> <p>PE timetable to allow for time in between each session-KW to advise on this</p>	

		Windows and doors must be open to be maximise ventilation. Fire doors must remain closed unless fitted with fire alarm activated door closing devices	Yes	
		Own equipment only to be used by each child or allocated equipment where possible	Yes	
<b>Year 4/5/6</b> Assessing and preventing transmission of virus in the classroom through close contact or surface transmission	Staff/Children potential exposure to virus through close contact or picking it up from surfaces	Classrooms to be organised to maximise distancing	<p>Furniture and equipment minimised Desks spaced out as much as possible</p> <p>Adults given specific zones/children to man to avoid wandering unnecessarily.</p> <p>Children NOT to wander around the classroom</p> <p>All equipment/resources will be out on the table prior to the lesson</p> <p>All teachers to create Classroom Charter with children so they know what the rules and expectations are</p>	During key worker and vulnerable only provision this class may access Mrs Owen's class as smaller numbers.
		Enter classroom one by one, populating seats front to back to reduce contact where possible	<p>Children will enter/exit the classroom from the backdoor straight onto the playground (except in the morning where they will enter the main entrance)</p> <p>Own set of toilets-Only one child at a time to go to toilet-adults to supervise this</p>	

		Arrange seating for children to sit side by side no more than 15 per row where possible	Desks arranged with pupils side by side and facing forward	
		Minimise face to face child/teacher time	1m+ distance needed between the front row and the teacher	
		Classroom based resources, such as books and games, should be cleaned regularly, along with all frequently touched surfaces.	Yes-cleaning rota in place	
		Resources shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles	Use of steam-cleaner to kill germs  PE timetable to allow for time in between each session-KW to advise on this.  PE to be outdoors and children not to share equipment between each bubble.	
		Windows and doors must be open to be maximise ventilation. Fire doors must remain closed unless fitted with fire alarm activated door closing devices	Yes	

		Own equipment only to be used by each child or allocated equipment where possible	Yes	
<b>Early Years/Year 1</b> Preventing transmission of virus in the classroom through close contact or surface transmission	Staff/children through close contact or picking it up from surfaces	Avoid time spent within 1 metre of a child	Staff have read all the guidance and are up to date with recommendation and expectations  Own mobile classroom Own playground Own toilets	Classroom allows space for distancing between pupils in areas of provision. Outdoor areas used and equipment regularly cleaned or rotated.
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood)</b> <b>3</b>	<b>Impact</b> <b>3</b>	<b>Score</b> <b>9</b>
<b>MEAL TIMES</b>				
<a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/5-steps-to-working-safely</a>				
Close contact and surface transmission	Staff/children/ Catering staff cross contamination by being too close or picking up the virus from surfaces	Hot / cold pack lunches to be eaten in classroom to avoid queues or large groups congregating at meal times	Lunchtime rota in place. See separate rota  Two groups in the hall (one bubble) One group in Siggy's room	
		System in place to collect lunch boxes; ensures distancing can be maintained	Packed lunches to be kept on peg. Children will be supervised in small groups to collect them after handwashing	EYFS to keep packed lunch boxes together and carried over to Siggy's room at lunchtime.

		Catering staff treated as a group	Each member of staff has own rota	
		All food waste must be disposed of in black bags/compostable bags	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood) 3</b>	<b>Impact 3</b>	<b>Score 9</b>
<b>AREAS OF CONCERN</b>				
<b>CHILDREN WITH COMPLEX NEEDS</b>				
Risk of cross contamination when dealing with children with complex needs	Anyone in building could be exposed to virus through close contact and airborne transmission	<b>Please refer to guidance already provided and refer queries to Rebecca</b>	N/A	
Access/egress in building	Staff/Children/Contractors		N/A	
<b>STAFF REST ROOMS</b> <a href="https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres">https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres</a>				
Close contact and surface transmission	Everyone close contact or picking it up from surfaces	Rotas ensure distancing can be maintained in staff areas	Yes	Staff to remain within bubble teams wherever possible to prevent transmission of new variant. Kitchen wiped down between each staff member and one person allowed in at a time.

		Cleaning schedule in place to ensure equipment cleaned after use	Yes	Staff to wipe down table and chair after using the staff room
		Own utensils used	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood 3</b>	<b>Impact 3</b>	<b>Score 9</b>
<b>AREAS OF CONCERN</b>				
<b>TOILETS - REPEAT FOR EACH TOILET BLOCK</b>				
<a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a>				
<a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands</a>				
Toilets	Staff/Children/ Contractors	Ensure cleaning rota in place	Toilets cleaned after lunch and after school each day Also staff toilet wiped by staff after each use  Sinks to be washed down throughout the day	KS2 toilets to avoid mixing bubbles.  EYFS / KS1 bubble to use own toilets
		Process in place to ensure adequate supplies of cleaning materials at all times	Staff in each classroom to be responsible for checking equipment Caretaker responsible for informing school business manager when equipment needs ordering	
		Rota for use of toilets to minimise number of people at any one time and maintain distancing	Staff toilet and disabled toilet to be used by staff  Staff to clean facilities after every use Toilets cleaned daily-lunchtime and after school	

Hand to mucous membrane transfer (eyes, nose, mouth)	Staff, Children & Contractors	Ensure bins in place and used to safely dispose of paper towels and process for regular collection to prevent overspill	All classrooms have lidded bins and posters  All toilets have paper towel disposal bins and posters	
		Ensure adequate supply of paper towels and wipes	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood</b> 3	<b>Impact</b> 3	<b>Score</b> 9
<b>AREA OF CONCERN</b>				
<b>MAINTAINING HYGIENE</b>				
<a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a>				
Hygiene practices	Transmitting virus through lack of rigorous preventative measures	Do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum	Teachers to think carefully about the use of resources prior to lesson to avoid/minimise sharing. Resources to be already out on the tables-no children should be asked to give out equipment or collect it in Any shared resources to be wiped down immediately after use.	Highly transmissible new variant, pupils and staff to distance and use own equipment wherever possible.
		Ensure sufficient washbasins so everyone is able to wash hands regularly	No hot water in classrooms-need to use the hot water taps in the toilet areas.	

		Supervise young children washing their hands to prevent ingestion and ensure thorough washing	Yes	
		Build washing hands and 'catch it kill it bin it' into the culture	Yes	Children reminded of this using the e-bug resources when they return.
		Enhance cleaning regime for busy areas	Yes After lunch and before/after school	
		Ensure the school has enough hand washing or hand sanitiser 'stations' available so that all pupils and staff can clean their hands regularly	Yes	
		Supervision of hand sanitiser use given risks around ingestion. Small children and pupils with complex needs should continue to be helped to clean their hands properly. Skin friendly cleaning wipes can be used as an alternative	Yes	
Surface transfer	Staff, Children & Contractors	Ensure surfaces are wiped at regular times	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA</b>		<b>Likelihood 3</b>	<b>Impact 3</b>	<b>Score 9</b>
<b>AREAS OF CONCERN</b>				

Due to lack of hot water, the time taken to wash hands in toilets takes a long time.

**USE OF PPE** – Order via normal Purchase Order Procedures. SBM to monitor stock levels.

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe>

Ensuring safe and effective use of PPE	Staff using PPE in appropriately may be infected	Ensure everyone is aware of and understands Ebor and HSE guidance on use of PPE	Yes	
		Ensure sufficient PPE available	Yes	
		Ensure process in place for safe disposal of PPE	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood 2</b>	<b>Impact 4</b>	<b>Score 8</b>

**AREAS OF CONCERN**

**CONTRACTORS**

Contractors may bring covid in	Staff, Children & Contractors	Ensure booking system in place for contractors	Reception staff responsible for this	
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		Ensure declaration is signed prior to entering site	Yes	
		Ensure contractors aware of and follow Ebor guidance on H&S procedures during Covid	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood 3</b>	<b>Impact 3</b>	<b>Score 9</b>
<b>AREAS OF CONCERN</b>				
<b>CARETAKING</b>				
<a href="https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm">https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm</a> <a href="https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm">https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm</a>				
Caretaker	Caretaker becomes unwell	School sickness policy and Ebor guidance in place	Line manager informed	
Caretaker	Caretaker develops symptoms	Room set aside for symptomatic members of staff and children(ideally with a window that can be opened to provide ventilation)  Masks available for supervising adult in the isolated area.  Contingency plan in place	HT & SBP to be informed immediately of a suspected case of Covid  Caretaker is taking part in the voluntary Lateral Flow Testing process.	

		so the area where the person has been, can be isolated  Accountability allocated for secure deep cleaning of any areas affected, with training given and PPE provided		
Site Safety and Provision	Full return to school 8th March 2021	Ensure all building checks and caretaker compliance checks are continued	Caretaker knows what checks and records needed.	Compliance training completed Sept 2020
Water Systems	Flushing of Cold and Hot Water	Ensure that all cold and all hot water outlets are flushed	Done weekly and records kept.	
Kitchen Water Systems	Flushing of Cold and Hot Water and Cycling of Appliances	Ensure that all cold and hot water outlets are flushed and appliances have had 1 full cycle of use	Done by caretaker.	
Statutory Checks	In House Statutory Checks In Place	Ensure all checks in place report immediately to Andy Roberts if lack of staff make this impossible to manage locally	Checked and reported if needed.	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood</b>  <b>2</b>	<b>Impact</b>  <b>2</b>	<b>Score</b>  <b>4</b>
<b>AREAS OF CONCERN</b> Caretaker has dual role and visits another school daily (lunch time supervisor). Ensure strict hygiene procedures in place.				
<b>GENERAL CLEANING</b> <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings</a>				

Cleaning protection	ALL	Ensure cleaners wear minimum of disposable gloves and aprons for cleaning. Offer use of masks as cleaning causes the possibility of airborne fluid	Yes	
Surface transmission	ALL	All cleaning cloths to be disposed of daily and mop heads should be of the disposable type or sterilised daily.	Yes	
Surface transmission	ALL	Areas of common use, such as <b>corridors</b> and toilets to be cleaned regularly throughout the day	Yes-toilets but not floors as floors are exceptionally slippy when slightly wet	Staff reminded to carry out touch point cleaning during the day Wipes/sprays on photocopier, in kitchen and toilet.
General cleaning	ALL	Schedule frequent cleaning of shared resources, books, toys etc	Yes Teaching staff to supervise this	Chromebooks wiped between use and where possible labelled for use by that child in class bubble.
General cleaning	ALL	Implement a cleaning log to track cleaning frequency of bathrooms, classrooms and communal areas	Yes Ebor checklists used	
Cleaning materials	ALL	Disposal of cleaning materials by double bagged Covid method	Yes Specific area for waste	
Surface transmission	Spaces used by more than one class or group	Ensure these are cleaned between use	Yes  Hall/Siggy's room cleaned each lunchtime and after school	

			KS1 toilets to be used by EYFS at lunchtimes so will be cleaned before and after lunch	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA</b>	<b>Likelihood</b>	<b>3</b>	<b>Impact</b>	<b>3</b>
<b>Score</b>				
<b>9</b>				
<b>AREAS OF CONCERN</b>				
<b>TOUCHPOINT CLEANING</b>				
Airborne and surface transmission	ALL	Regular enhanced cleaning during the day of all high frequency touched areas such as door handles, toilet areas, hand rails etc. Instruction leaflet to be read by all employees and any queries to Andy Roberts	Yes  Touchpoint areas cleaned every lunchtime and before/after school  Staff are cleaning these areas as and when	Staff reminded to carry out touch point cleaning during the day  Wipes in staff toilet to clean the area before and after use.
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>	<b>Likelihood</b>	<b>2</b>	<b>Impact</b>	<b>4</b>
<b>Score</b>				
<b>8</b>				
<b>AREAS OF CONCERN</b>				
<b>CLEANING FOLLOWING SUSPECTED COVID CASE</b>				
Airborne and surface transmission	ALL	Ensure all staff are aware of Ebor guidance on enhanced cleaning and use of PPE	Yes	Staff updated with procedures 4.3.21

		Change process for managing outbreak to ensure that after any confirmed outbreak Public Health are informed	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK</b>	<b>Likelihood</b> <b>3</b>	<b>Impact</b> <b>3</b>		<b>Score</b> <b>9</b>
<b>AREAS OF CONCERN</b>				
<b>WASTE MANAGEMENT PPE</b> <a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control">https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control</a>				
Airborne and surface transmission	ALL	All outer packaging must be removed and recycled before an item is taken into school	Yes	
		All food waste must be disposed of in black bags/compostable bags	Food waste to be minimised	
		Soiled clothing must be put into a bag and then into relevant outer bags - double bagging not required. Take home for washing.	Staff to carry spare change of clothing in case of suspected Covid case.	
		Disposal of all waste related to possible or confirmed cases should be classified as infectious and the Ebor Covid-19 disposable method used	Yes Specific area allocated	

<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA</b>		<b>Likelihood 2</b>	<b>Impact 3</b>	<b>Score 6</b>
<b>AREAS OF CONCERN</b>				
<b>MANAGING PREMISES</b>				
<a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak</a>				
Statutory compliance has not been completed due to availability of contractors	Everyone on site	Ensure all contractor statutory checks are up to date; immediate reporting to Andy Roberts where they have not been.	Yes	
		Process in place to ensure contractor statutory checks continue as scheduled and report immediately to Andy Roberts	Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Likelihood 2</b>	<b>Impact 3</b>	<b>Score 6</b>
<b>AREAS OF CONCERN</b>				
<b>POLICIES</b>				
Existing policies on safeguarding, health & safety, fire	Everyone	All relevant policies to be reviewed for Covid 19 with implications for schools and	Policies reviewed 4.3.21 and shared with staff via e-mail.	<a href="https://www.gov.uk/government/publications/actions-for-sch">https://www.gov.uk/government/publications/actions-for-sch</a>

evacuation, medical behaviour & other policies current		are fit for the current circumstances  Staff and children briefed accordingly		<a href="#">ools-during-the-coronavirus-ou tbreak</a>
Emergency evacuation whilst maintaining social distancing	Staff/Children/ contractors , close contact transmission	Establish a plan for emergency evacuation which, where practicable maintains social distancing. share with staff once plan devised.  Put new / additional signage out if required.  PEEPS should be reviewed and amended accordingly.		<a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-ou tbreak</a>
Administering First Aid & administration of medicines safely Close contact and surface transmission	Staff/Children. Contamination through close contact	Children to be directed where applicable (but supervised) to undertake own first aid (e.g. washing grazes, application of self-adhesive dressings).  Ensure adequate supply of PPE is available for use by If first aider should they need	Yes  <a href="#">Two specific areas of First Aid</a>  <a href="#">The Nest-Covid-related symptoms</a>  <a href="#">Outside the spare KS1 classroom for all other First Aid issues unless the issue has been dealt with at the site of the accident.</a>	First aid to be delivered, where possible maintaining distance, within the two bubbles and 1 paediatric first aider across the school building.

		<p>to get closer to injured party/suspected infection with Coronavirus</p> <p>Guidance provided to 1<sup>st</sup> aider on how to assess or treat they are to wear disposable aprons, gloves, face masks</p> <p>1<sup>st</sup> aider to confirm to say they have received and understood instruction</p> <p>General PPE signage as reminder</p> <p>Process in place to undertake temperature checks</p> <p>Disposable forehead thermometers and PPE available.</p> <p>Provide instruction to staff and notify parents that children with a cough must be sent home –reminders to staff in daily briefing</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes We have an infra-red thermometer</p> <p>Yes</p>	
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<p><b>Suspected case of COVID-19 in School</b> Close contact and surface transmission</p>	<p>School Staff/Teachers/Parents/Visitors to School</p>	<p>Flowchart for procedure has been shared with staff and is displayed across the school</p> <p>Ensure staff have been instructed on how to deal with a suspected case of Covid through briefings and reading material</p> <p>Process in place for contacting parents</p> <p>Room set aside for symptomatic children (ideally with a window that can be opened to provide ventilation)</p> <p>2m distancing should be available / marked out in the rooms.</p> <p>Process in place to move a symptomatic child to a separate room</p> <p>Masks available for supervising adults in the isolated area.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes- the Nest</p> <p>Yes</p> <p>Yes, in the stockroom, unused KS1 classroom and some classrooms. Staff wear individual face</p>	<p>Reviewed flowchart with staff 4.3.21</p> <p>Staff and children who are close contacts of a confirmed case are to isolate for 10 days</p> <p><a href="https://www.gov.uk/coronaviruses/education-and-childcare">https://www.gov.uk/coronaviruses/education-and-childcare</a></p> <p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings#principles-of-cleaning-after-the-case-has-left-the-setting-or-area">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings#principles-of-cleaning-after-the-case-has-left-the-setting-or-area</a></p>
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		Contingency plan in place so the area where the person has been, can be isolated  Accountability allocated for secure deep cleaning of any areas affected, with training given and PPE provided	coverings in corridors, staff rooms and communal areas.  Yes  Yes	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>		<b>Impact 4</b>	<b>Likelihood 2</b>	<b>Score 8</b>

<b>PLAY/ EXERCISE / MUSIC</b>				
Close contact and surface transmission	Staff/Children may suffer contamination through close contact and virus picked up from surfaces	Prevent use of equipment that could transmit virus	Yes	
		Encourage outdoor play wherever possible	EYFS have their own playground	
		Rota and segregation for outdoor space to maintain distancing	One bubble use the field and playground EYFS bubble use their own play area	
		Rota for cleaning play equipment	Yes	
		No wind or brass instrument playing	Noted	

			Singing lessons taking place with peripatetic teacher Music Service Risk Assessment in place	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>	<b>Likelihood 3</b>		Impact 3	<b>Score 3</b>
<b>COMMENTS OR CONCERNS</b>				

<b>BREAKFAST CLUB / AFTER SCHOOL CLUB / SPORTS PROVISION</b>				
<a href="https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak">https://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak</a>				
Breakfast Club provision	Staff Pupils Parent/Carers	<ul style="list-style-type: none"> <li>Any person (staff, parent or child) will not attend the site if suffering from any of the identified COVID-19 symptoms</li> <li>PPE will be worn by parents whilst on school site</li> <li>Children will be expected to have washed each morning before arriving at the provision</li> <li>Upon arrival, parents will leave the children at the BC door</li> <li>Upon arrival, children will be met at the door by member of BC staff</li> </ul>	Masks available at the sign in desk.  Children on separate tables with separate equipment for each bubble. Equipment regularly	

		<ul style="list-style-type: none"> <li>• Children will be asked to wash their hands on arrival (or be offered the use of hand sanitser)</li> <li>• Children will be guided to associate with peers from their own school bubble</li> <li>• There will be provision of food: cereal, toast or pancakes. Drink of juice.</li> </ul>	<p>cleaned. Use of school hall to allow more distance between groups.</p> <p>Member of staff serving food to wear PPE.</p>	
After School Club provision	Staff Pupils Parent/Carers	<ul style="list-style-type: none"> <li>• Any person (staff, parent or child) will not attend the site if suffering from any of the identified COVID-19 symptom</li> <li>• Upon arrival, children will be met at the door by member of ASC staff</li> <li>• Children will be asked to wash their hands on arrival (or be offered the use of hand sanitser)</li> <li>• Children will be guided to associate with peers from their own school bubble</li> <li>• There will provision of food: toast, fruit and a drink of squash.</li> <li>• PPE will be worn by parents whilst on school site arriving to collect their children</li> <li>• Parents and children will evacuate the site quickly and efficiently after collecting children from ASC</li> </ul>	<p>Masks available at the sign in desk.</p> <p>Children on separate tables with separate equipment for each bubble. Equipment regularly cleaned. Use of school hall to allow more distance between groups.</p> <p>Member of staff serving food to wear PPE.</p>	

<p>External Sports provision (school run)</p>	<p>Staff Pupils Parent/Carers</p>	<ul style="list-style-type: none"> <li>● Any person (staff, parent or child) will not attend the provision if suffering from any of the identified COVID-19 symptoms</li> <li>● Upon arrival, children will be met at the venue (indoor or outdoor) by a member of the school team</li> <li>● Children will be asked to wash their hands on arrival (or be offered the use of hand sanitiser)</li> <li>● Children will be guided to associate with peers from their own school bubble – groups will be organised to reflect existing bubbles</li> <li>● Equipment will be cleaned with detergent prior to each session</li> <li>● Touch point sanitisation will take place prior to each session</li> <li>● No contact sports provision until further notice</li> <li>● PPE will be worn by parents whilst on school site arriving to collect their children</li> <li>● Parents and children will evacuate the site quickly and efficiently after collecting children</li> </ul>		
<p>External Sports provision (external provider)</p> <p>OUTDOOR ONLY</p>	<p>Provider Pupils Parent/Carers</p>	<ul style="list-style-type: none"> <li>● Any person (club provider, parent or child) will not attend the provision if suffering from any of the identified COVID-19 symptoms</li> <li>● Upon arrival, children will be met at the outdoor venue by a member of the provision</li> </ul>		

		<ul style="list-style-type: none"> <li>• The club provider will ensure they have a list of contact details in a protective sleeve in case of emergency</li> <li>• The club provider will submit their own risk assessment to the school for consideration prior to ANY club taking place</li> <li>• Children will be asked to wash their hands on arrival (or be offered the use of hand sanitiser)</li> <li>• Children will be guided to associate with peers from their own school bubble – groups will be organised to reflect existing bubbles</li> <li>• Equipment will be cleaned (by the provider) with detergent prior to each session</li> <li>• Touch point sanitisation will take place prior to each session</li> <li>• No contact sports provision until further notice</li> <li>• PPE will be worn by parents whilst on school site arriving to collect their children</li> <li>• Parents and children will evacuate the site quickly and efficiently after collecting children</li> </ul>		
<p><b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b></p>	<p><b>Likelihood</b> 2</p>	<p><b>Impact</b> 3</p>	<p><b>Score</b> 6</p>	
<p><b>AREAS OF CONCERN</b></p>				

### Rapid Asymptomatic Covid-19 Testing for Staff (Voluntary)

<https://www.gov.uk/government/publications/coronavirus-covid-19-asymptomatic-testing-for-staff-in-primary-schools-and-nurseries/rapid-asymptomatic-coronavirus-covid-19-testing-for-staff-in-primary-schools-school-based-nurseries-and-maintained-nursery-schools>

Self-testing of staff members	All staff members currently attending the premises in person (part-time or full-time)	Staff offered the opportunity to carry out Government issued self-test (LFD test) twice weekly.	Instruction booklet issued, staff meeting to discuss the process. Regular check-in with staff to address queries / report test kit issues.	
Positive case identified		Staff aware of the need for immediate self-isolation and requirement to take a PCR test	Detailed instruction book provided. Verbal reminders.	
		Tests taken on a Monday and Thursday morning.	Staff to email SLT immediately in the event of a positive result.	Lack of staff to cover absences.
Negative test results		Staff can continue to attend school premises provided they do not have symptoms.	Staff advised to self-isolate and book a PCR test if they have symptoms.	

		Staff should not become complacent following repeated negative tests.	Regular verbal reminders to adhere to social distancing measures, PPE use and hand hygiene.	
<b>HAVING PUT CONTROLS IN PLACE WHAT IS THE RESIDUAL RISK FOR THIS AREA (Potential Impact x Likelihood)</b>	<b>Likelihood of staff not being able to administer test</b>	<b>2</b>	<b>Impact</b> <b>3</b>	<b>Score</b> <b>6</b>
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