

Activities Covered by this Assessment	Re-opening of schools during COVID 19 (8 th March 2021)		
Location	Wreake Valley Academy	Organisation	Bradgate Ed Partnership

Note: A person specific assessment must be carried out for young persons, disabled staff and new and expectant mothers if appropriate

This risk assessment is for guidance only and must be adapted to include any further hazards and subsequent control measures.
Once completed, please ensure final risk ratings are added.



Every setting should carry out a risk assessment before opening. The assessment should directly address risks associated with coronavirus (COVID-19), so that sensible measures can be put in place to control those risks for children and staff. As a trust we have worked collaboratively with heads in order to consult on health and safety matters relating to opening. SLT in turn consult with school colleagues, best placed to understand the risks in individual settings.

If a person becomes unwell during the day the school will refer to government guidance found [here](#).

Attendance: No one with symptoms should attend a setting for any reason. Eligible children – including priority groups - are strongly encouraged to attend their education setting, unless they are self-isolating, or considered to be clinically extremely vulnerable. Children categorized as clinically vulnerable should follow individual medical advice). Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. Further guidance about self-isolating is found [here](#).

It is advised that schools carry out an inspection of the premises before opening and use the **COVID Safe Schools – Phased Return to School Toolkit** to record the findings.

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (---/---/---)	Done ?
Staff exiting cars in staff car park	Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff are encouraged to cycle or walk to work. Every other car parking space is left empty where practicable. Reverse parking only where practicable. Courtesy when alighting cars to maintain 2m distance. 	M	M	M	PO to monitor situation and share concerns of inappropriate car park usage.	M	L	L		From 8 th March 2021	
Visitors to site	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Visitors to site are restricted. Only visitors with prearranged appointments are allowed on site. Visitors are asked if they have any symptoms of COVID19 or have had contact with anyone who has symptoms of COVID19, before they arrive on site. Visitors asked to wash hands before entering school. Visitors entering school made aware of the Social Distancing arrangements in place and instructed to follow. 	H	M	H	If visitors become unwell with COVID-19 symptoms whilst in school they will be asked to leave immediately and advised to follow the COVID-19:Guidance for households with possible infection guidance .	H	L	M	Letter to parents and staff.	8 th March 2021	
Social distancing not being carried out at drop off time.	Staff, pupils, parents/carer, visitors and	<ul style="list-style-type: none"> Drop off times are staggered. Arrangements for drop off are communicated to staff, pupils and 	H	M	H	<ul style="list-style-type: none"> Queuing systems and marking on pathways will be in place where traffic is likely 	H	L	M	Letter to staff and	8 th March 2021	Done

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	contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<p>parents/carer in advance.</p> <ul style="list-style-type: none"> Only one parent/carer attends the school. Access to site and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. Direct access to the pupils allocated classroom is available. i.e. final emergency exits. One-way systems are used around the site where and when necessary Signage is installed where necessary i.e. <div style="display: flex; justify-content: space-around; align-items: center;">   </div> Parents / carers made aware that gathering outside school at drop off times is forbidden. 				to be high. <ul style="list-style-type: none"> Students will be grouped for drop off so to avoid congestion. 				parents		
Use of cloakroom/toilet areas	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils remain in their outdoor clothing until they are in their allocated classroom. Handwashing follows guidance for take into account the NHS guidance found on this link: 	M	M	M	Nominated <i>COVID MARSHALL</i> to check cloakroom/toilet areas at intervals during the day.	M	L	L	SLT Letter to parents and staff	8 th March 2021	

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		<ul style="list-style-type: none"> NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Teacher or member of staff to supervise toilet usage and inform cleaning staff of any issues. (See cleaning hazard and controls). 										
Social distancing not being carried out within the classroom.	<p>Staff, pupils, visitors and contractors.</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> Arrangements for the day are communicated to staff, pupils and parents/carer. Staff and pupils remain in small groups. Teachers (and other staff) are allocated to a group and remain with their allocated group, as far as possible, during the day and throughout the whole week. The group distance themselves from other groups. Desks are placed as far apart as possible. Surplus chairs stacked and removed from circulation/room. 	H	M	H	<p>-Stagger groups into school to check systems work.</p> <p>Fewer people and lower footfall whilst staff gain confidence.</p> <p>Tissues placed in classrooms</p>	H	L	M	<p>SLT Letter to staff and parents</p> <p>Classrooms laid out to account for social distancing</p>	8 th March 2021	<p>Done</p> <p>Done</p> <p>Done</p> <p>Done</p>

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		<ul style="list-style-type: none"> Pupils are allocated a desk and are seated at the same desk each day. Pupils remain in the same classroom throughout the day. Classrooms are ventilated using natural ventilation (opening windows) or ventilation unit Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation. Pupils are encouraged not to touch their mouth, eyes and nose. Pupils informed that they must use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it')H 								NM	8 th March 2021	House keeping notes written
Sharing equipment	Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils do not share equipment. Pupils given writing implements and forbidden from using other pupil's equipment. Teaching resources are discouraged/minimized and/or removed from the setting. Furnishings that are difficult to clean 	H	L	M	Staff issued with own equipment for boards etc Equipment purchased to give to students if required (equipment will not be returned) Students are informed that they need to bring their own equipment to school	H	L	M	SLT letter to staff and parents	8 th March 2021	Briefing notes written and ready to be distributed



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		<ul style="list-style-type: none"> are removed from the classroom before the school reopens. Small, intricate items that are difficult to clean are removed from the classroom before the school reopens. 										
Social distancing not being carried out at break times	<p>Staff, pupils, visitors and contractors</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> Break times are staggered, and timings identified and communicated. Pupils to wash hands before and after eating/drinking. Small groups maintained and not mixed. Movement around school via a one-way system where possible. Allocation of dedicated areas outside for small groups. Levels of supervision considered, and additional information given to supervisors. Procedures identified when First Aid is required. Activities considered, and the range of equipment reduced to minimise risk. Arrangements for the cleaning of equipment following activities Arrangements for 'wet breaks' 	H	M	H	<ul style="list-style-type: none"> Staff observe Social Distancing during break times and minimise movement around school Break times staggered – minimise the number of groups out at any one time. Classes to use own door / separate entrance to avoid contact SLT members to supervise break times. Wet breaks – students to remain in their designated seats after having visited the toilets Staff to be asked to use SIMs emergency button to call for SLT support to the classroom 	H	L	M	Premises cleaning schedules published. SLT letter to staff and parents	8 th March 2021	Done Briefing notes written, ready to be distributed

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		<p>considered.</p> <ul style="list-style-type: none"> Use of toilets to ensure that social distancing is maintained as far as practicable, consider how numbers using the facilities will be monitored. Hand washing arrangements- handwashing posters to be displayed above the sinks How these periods are monitored for effectiveness and how issues are reported. 				Staggered break to reduce numbers using the toilets at anyone time. Foyer toilets to be used for Year 10 and 12 students. Students to line up 2m apart by the canteen half wall and to enter the toilets on the right hand side and to leave on the left hand side. Toilets to be sanitized by member of the premises team between each use. Post 16 toilets to be used by Childcare and SEN students. Students to be informed to call as they enter the toilets.						
Social distancing not being carried out at lunch time	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils to wash their hands before and after eating and encouraged not to touch their mouth, eyes and nose. Hand cleaning facilities to be available upon entering and exiting the hall/dining area. Pupils to enter hall/dining area/classroom within their small groups maintaining social distancing. 	H	M	H							

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		<ul style="list-style-type: none"> Tables to be cleaned between group use. Procedures for the serving of hot dinners/packed meal to maintain social distancing, including queuing system and floor marking. Cutlery and plates etc. not to be shared. Halls /dining area/ classroom is well ventilated using natural ventilation (opening windows) or ventilation units If hot food provided: <ul style="list-style-type: none"> children demonstrated process for queuing and getting their food. finished trays to be cleared and stacked by children as normal routine. – Younger children to be guided as appropriate. If cold packed meal provided: <ul style="list-style-type: none"> children demonstrated process for queuing and getting their food. Children bring in packed lunch 				<p>Students to eat at break and lunchtime in designated year group areas</p> <p>Delay in serving hot food until after Easter</p>					8 th March 2021	

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		<ul style="list-style-type: none"> - Children eat outside observing Social Distancing when weather and temperature allows. - finished bags to be cleared and disposed of by children as normal routine. - Younger children to be guided as appropriate. • Cleaning regimes to be established for after eating packed lunches, wherever this may be 										
Social distancing not being carried out at pick up	<p>Staff, pupils, parents/carer, visitors and contractors.</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> • Pick up times are staggered. • Arrangements for pick up are communicated to staff, pupils and parents/carer in advance. • Only one parent/carer attends the school. • Egress to schools and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. • Direct egress to the pupils allocated classroom is available. i.e. final emergency exits. 	H	M	H	<ul style="list-style-type: none"> • Queuing systems and marking on pathways will be in place where traffic is likely to be high. • Finished times will be staggered • Letter to parents explicitly explains dropping off and picking up procedures 	H	L	M	SLT letter to parents and staff. Each group of students to be emailed with	8 th March 2021	

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		<ul style="list-style-type: none"> One-way systems are used around the site.   Signage is installed i.e. Parents / carers made aware that gathering outside school at drop off times is forbidden. 				<ul style="list-style-type: none"> One way system up to the first floor for staff 				specific group instructions		
Outdoor break /PE	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> PE equipment is cleaned and disinfected between each group of users or not used Teacher / support colleagues ensure social distancing is in place. Only allow one class/group within an outside area any one time. prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation 	H	M	H	<ul style="list-style-type: none"> Pupils remain in their outdoor clothing until they are in their allocated classroom. Space out pegs so that coats/ bags aren't touching. Teacher or member of staff to supervise toilet usage and inform cleaning staff of any issues. (See cleaning hazard and controls). 	H	L	M	School	From 8 th March 2021	

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Carrying out 1st aid	<p>First Aider Person being treated by the first aider. (Carrying out 1st aid may require the 2mtr social distancing rule to be broken)</p> <p>This activity requires the 2mtr social distancing rule to be broken. This could lead to either person involved in becoming infected with COVID-19 through close contact with an asymptomatic carrier, transmitting the virus through bodily fluids or respiratory droplets</p>	<ul style="list-style-type: none"> A first aider will NOT be treating a person who has the symptoms of COVID-19 as specified by the NHS and Government unless life threatening condition use St John's ambulance guidance If a child presents symptoms of COVID-19 they will be isolated in the first music practice room on the left hand side away from people and close to a separate set of toilets. Parents called to collect them. If an adult presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parents and will be asked to go home and Social Distance as per Gov.uk guidance. Persons who have symptoms will isolate for 7 days and will not be in school. The first aider will wash their hands for at least 20 seconds with soap and water. Nitrile Gloves conforming BSEN455 will be worn to deliver first aid. 	H	M	H	<p>Information circulated to all named first aiders</p> <p>First aid Coronavirus guidance sheet updated and distributed First aid Coronavirus box contents checked</p>	H	L	M	SLT letter to staff	8 th March 2021	

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	<p>entering the persons eyes, nose or mouth.</p> <p>The First aider may have an allergic reaction to latex gloves.</p>	<ul style="list-style-type: none"> Latex gloves will be avoided to remove the risk of allergic reaction. The first aider will cover any cuts on their hands with waterproof plasters. The first aider will avoid putting their fingers in their mouth and touching their face. The first aider will avoid touching any part of a dressing that will come in contact with a wound. The first aider will wear goggles conforming BSEN 166.1b.3 to prevent bodily fluids being splashed into the eyes. After each first aid treatment is given all equipment and surfaces, including goggles used will be cleaned down using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the google and visor will be rinsed with clean water after being disinfected. After using the face masks, aprons 										

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		<p>and gloves they will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin.</p> <ul style="list-style-type: none"> • where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units • prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation • Face masks and gloves will only be used for 1 treatment of first aid they will not be used to treat a second person requiring first aid. • First aiders have been given information on how to correctly don and doff their PPE. • No food will be stored or eaten in the medical/first aid room. • After first aid treatment is given and cleaning has been completed the first aider will wash their hands with soap 										

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		and water for at least 20 seconds before commencing any further work. <ul style="list-style-type: none"> There is a dedicated room for first aid that will be used solely for first aid treatment to help prevent bodily fluids contaminating other parts of the building. 										
<u>Risk Not Applicable on Opening March 2021</u> Intimate care	<u>Risk Not Applicable on Opening March 2021</u> Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<u>Risk Not Applicable on Opening March 2021</u> <ul style="list-style-type: none"> The staff member providing the intimate care will wash hands thoroughly before and after providing intimate care, using soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) will not be worn during this activity by 	H	M	H	<u>Risk Not Applicable on Opening March 2021</u>	H	L	M	School		

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		<p>those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.</p> <ul style="list-style-type: none"> Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs will continue to receive their care in the same way, using the same PPE as they have always done for this task. This PPE may include: [delete as appropriate] Gloves / Goggles Apron / Mask Visor If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if 2 meters social distancing cannot be maintained. The surgical 										

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		<p>masks used conform to BS EN 14683:2019 Type IIR.</p> <ul style="list-style-type: none"> After using the face masks, aprons and gloves they will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin. If contact with the unwell child or young person is necessary, then nitrile/latex disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. 										
Social distancing not being carried out during the use of Staff facilities	Staff, pupils, visitors and contractors	<ul style="list-style-type: none"> Staff rooms are used dependent on number of staff that can be accommodated in the area to achieve social distancing and rearrange the furniture where possible Additional rooms are allocated when numbers impact on not being able to 	H	M	H	<ul style="list-style-type: none"> Minimum number of staff only required in school Staggered lessons / breaks to reduce number using staff room Staff reminded to socially distance 	H	L	M	Remind staff re washing hands and social distancing	8 th March 2021	Briefing notes have been written

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	<i>Reduced infection control which may result in spread of COVID19</i>	<p>Social Distance.</p> <ul style="list-style-type: none"> Break times are staggered to reduce numbers in the room. Staff are reminded to wash hands before and after using the staff room facilities. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Use of signs to inform of hand washing prior to entering/using facilities. Shared crockery and cutlery is removed and staff use the same equipment as required. Reusable sponges are removed Surfaces are wiped down between use and door handles cleaned Dishwasher is used to clean crockery and cutlery where possible. Water dispenser procedures have been modified to ensure no cross contamination. 								ng		
			H	M	H		H	L	M			

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<p><u>Risk Not Applicable on Opening March 2021</u></p> <p>Social distancing not being carried out during Catering provision</p>	<p><u>Risk Not Applicable on Opening March 2021</u></p> <p>Staff, LTS Catering/Catering Staff from external company, pupils, visitors and contractors</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<p><u>Risk Not Applicable on Opening March 2021</u></p> <ul style="list-style-type: none"> Robust communication links with hot meal provider established. Meeting in preparation of re-opening to confirm operational controls Hand cleaning facilities available upon entering hall and when leaving Procedures established for mealtimes and information communicated to staff and pupils. Pupils' food allergy information is up to date Delivery arrangements in place for meals not cooked on site to maintain social distancing After service collection arrangements for containers (Communication with provider) Service arrangements Facilities to stagger service times to avoid congestion and contact Staffing required to extend service times (Internal and external staffing) 				<p><u>Risk Not Applicable on Opening March 2021</u></p> <ul style="list-style-type: none"> Limit use of external company (If externals like LTS used, this remains RED. Only use packed lunches No additional non school staff used Makes possible tracing easier in the event of COVID situation 						

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		<ul style="list-style-type: none"> Clearing of dining room following service including equipment used and the cleaning of that equipment including chairs, tables and door handles Consider additional training that will be required by lunchtime supervisors and what additional protective equipment will be required. (Gloves/aprons) 										
Assembly	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Whole school will not take place. Head/teaching staff addresses individual groups, within their classroom 	M	L	L		M	L	L	School		
Cleaning	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> A detailed cleaning schedule will be implemented throughout the school, ensuring that contact points, e.g. worksurfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. Hard surfaces to be cleaned with soap and water prior to disinfecting. Disinfecting should be performed using either a combined detergent 	H	M	H	<ul style="list-style-type: none"> Deep cleaning schedule available to support enhanced clean. 	H	L	M	MB and Premises Team	March 2021	Done

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		<p>disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the google and visor will be rinsed with clean water after being disinfected.</p> <ul style="list-style-type: none"> • Extra attention is given to frequently touched areas and surfaces, e.g. doors, toilets, door handles, phones, light switches and door fobs, etc. • Hand towels and hand wash are checked and replaced as needed by the Premises Officer and cleaning staff. • Enhanced cleaning regimes in place for toilet facilities, particularly door handles, locks and the toilet flush, etc. • Only cleaning products supplied by the school are used. • Please refer to the school’s COSHH risk assessments for further control measures in relation to cleaning chemicals used. • PPE required for cleaning will be 										Done

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
		<p>noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used.</p> <ul style="list-style-type: none"> • Bins for tissues are emptied throughout the day • Bin liners should be used in all bins and waste bins should be emptied into the external waste bin/skip. 										
Carrying out daily building maintenance	<p>Staff and pupils.</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> • General maintenance is carried out when the school is closed to staff and pupils. (See Lone Working risk assessment). • Only essential maintenance is carried out during school opening hours. • Staff are informed of any maintenance being carried out in communal areas, toilets, etc., and the area is cordoned off. • Social distancing is maintained throughout working procedures. 	M	M	L		M	M	L	MB and Premises Team	March 2021	Done
Contractors working on site	<p>Staff, pupils, parents/carers,</p>	<ul style="list-style-type: none"> • Contracted work is carried out when the school is closed to staff and 	M	M	L		M	M	L	MB and Premises	8 th March	

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
	visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<p>pupils.</p> <ul style="list-style-type: none"> Any documentation required is sent/received prior to the contractor arriving on site. Safe systems of work/Risk assessment, which include COVID19 control measures, are received and agreed by the school before work commences. 	H	M	L		H	M	L	es Team	2021 and ongoing	
Emergency procedures	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Changes to emergency evacuation procedures are communicated to all persons on site i.e. changes of egress from building. Emergency evacuations take place following social distancing principles as far as is reasonably practicable. (In an emergency risk to life takes precedence). Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable. 	H	M	H	<ul style="list-style-type: none"> Display emergency evac procedures in each classroom Trust Estates manager to clarify and review independently Well signed Fire Safety point 	H	L	M	SLT letter to staff and parents to explain fire procedures	March 2021	Briefing notes written for distribution
Use of public transport/school taxis	Staff, pupils, parents/carer,	<ul style="list-style-type: none"> Pupils are encouraged to cycle or walk to work. 	H	M	H		H	M	H	JK to liaise	March 2021	No SEN

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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
	visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Robust communication links established with transport provider. Pupils and staff aware of taxi procedures and follow Social Distancing as appropriate 								with SEN Transport		Transport needed

To add more rows to the risk assessment, place the cursor within the last row right click and select insert row below.

- **source:** <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- **Hand wash video** <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
- **Guidance for education and childcare settings on how to implement 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>
- **Guidance on infection prevention and control for COVID-19** <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>
- **Managing premises** <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider>
- **Source NHS:** <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>

- **Coronavirus (COVID-19): implementing protective measures in education and childcare settings:** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>
- **COVID-19: cleaning in non-healthcare settings:** <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- **St. John Ambulance Covid-19: advice for first aiders:** <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- **Conducting a SEND risk assessment during the coronavirus outbreak:** <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- **HSE. Talking with your workers about preventing coronavirus:** <https://www.hse.gov.uk/news/assets/docs/talking-with-your-workers.pdf>

<p>During this activity, what could go wrong resulting in an emergency situation?</p>	<ol style="list-style-type: none"> 1. Child displays symptoms with CV19 2. Child from teaching group who has been sent home becomes confirmed case. 3. Staff becoming ill and self-isolating.
<p>How could this emergency situation be prevented / controlled?</p>	<ol style="list-style-type: none"> 1. Isolate child until collected. 2. All children in that teaching group to be sent home and told to self-isolate for 14 days. 3. Follow self-isolating guidance, ensure that reporting of illness procedures well understood.
<p>Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?</p>	<ol style="list-style-type: none"> 1. Staff to supervise child until collected where 2m rule cannot be implemented PPE to be worn. 2. Make staff aware of guidance in link below, develop guidance on internal monitoring of staff and pupils on self-isolation and student attendance recording.

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	<p>3. Follow guidance: https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings Consider reallocating staff or capacity of school to remain open. Consult Trust on closure and inform LEA.</p>
<p>Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?</p>	<p>Additional pupil numbers in phase 2 and 3 – review procedures and social distancing, refer to any new government guidance.</p>

Risk Assessor (s) Name(s):		Risk Assessor(s) Signature (S):	
Authorised By:		Authoriser Signature:	Initial
Date Conducted:		Date of Next Review:	
		Date of Review:	
		Date of Review:	
		Date of Review:	
		Date of Review:	

Potential Severity of Harm	High Death, paralysis, long term serious ill health.	Medium	High	High
	Medium An injury requiring further medical assistance or is a RIDDOR incident.	Low	Medium	High
	Low Minor injuries not resulting in any first aid or absence from work.	Low	Low	Medium
		Low The event is unlikely to happen.	Medium It is fairly likely to happen.	High It is likely to happen.
Likelihood of Harm Occurring				

Risk Rating Definitions	
Low	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
Medium	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
High	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a High , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.