



Fulwell Infant School Academy COVID-19 Risk Procedures and Risk Assessment



INFECTON CONTROL RESTRICTIONS / RESPONSE

Risk assessment carried out by - Wendy Angus, Anne Gibson, David Forster, Sandra Bell	Job title - Head teacher, Business Manager, Premises Manager	Date of assessment -October 2021.
Review interval -monthly.	Date reviews carried out:	

Staff covered by this assessment - All Staff and Children accessing the school site/building	Activities involved - All day to day activities involved in school.
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RISK RATING:

Likelihood	Severity
1 - Very Unlikely	1 - Insignificant
2 - Unlikely	2 - Minor
3 - Fairly Likely	3 - Moderate
4 - Likely	4 - Major
5 - Very Likely	5 - Catastrophic

LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		SEVERITY				

1-2	No Action
3-6	Monitor
8-12	Action
15-16	Urgent Action
20-25	Stop

Schools COVID-19 Operational Risk Assessment after STEP 4 (based on government guidance issued July 2021)

[Schools COVID-19 operational guidance \(publishing.service.gov.uk\)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/999798/Actions_for_early_years_and_childcare_providers_during_the_COVID-19_pandemic.pdf)

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This risk assessment becomes active from 6th September 2021.

The risk assessment will be continuously under review throughout each day and provision will be adjusted to respond to any emerging issue. Safeguarding adults and children is woven throughout this document and is of the highest priority in all aspects of our work. The risk assessment applies to all school staff, pupils, parents and visitors to school.

Should a local outbreak of COVID-19 (5 cases of adults and/or children who are deemed to have been in close proximity, the risk assessment from 17th June will apply. At all times, guidance and advice from Public Health England will be followed.

HAZARD	What precautions or existing control measures are presently taken?	Likelihood	Severity	Risk Rating L x S	If High or Medium Risk, what additional precautions or control measures need to be taken to reduce risk to as low as.	Likelihood	Severity	Residual Risk L x S	By Whom & When
<p>HAZARD: Death or serious illness to staff members, children and families.</p> <p>INFECTION CONTROLS</p> <p>Minimising the SPREAD of Coronavirus (COVID-19) to the school community.</p>	<p>Minimise Contact - (avoid contact with anyone with symptoms or signs of infection)</p> <ul style="list-style-type: none"> When an individual develops COVID-19 symptoms or has a positive test: Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to 	4	5	20	<ul style="list-style-type: none"> Head teacher to remind parents/carers and staff via newsletters etc. that where children or a member of their household displays symptoms of the COVID-19, they are to follow the Guidance for households with possible coronavirus infection. Parents/Carers and Staff advised to report to the school any symptoms of COVID 19 that their household may have and immediately arrange a PCR test. Families have free access to twice weekly lateral flow tests widely available. 	2	5	10	<p>Head teacher Deputy Teachers TA's Lunch staff Premises Manager Cleaners Admin staff Daily</p>

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	<p>quarantine)</p> <ul style="list-style-type: none"> • You're not required to self-isolate if you live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> ➤ you're fully vaccinated (had 2 doses of vaccine, at least 14 days prior) ➤ you're below the age of 18 years 6 months ➤ you've taken part in or are currently part of an approved COVID-19 vaccine trial ➤ you're not able to get vaccinated for medical reasons <p>NHS Test and Trace will contact you to let you know that you have been identified as a contact and check whether you are legally required to self-isolate. If you're not legally required to self-isolate, you will be provided with advice on testing and given guidance on preventing the spread of COVID-19. Even if you do not have symptoms, you will be advised to have a PCR test as soon as possible.</p> <ul style="list-style-type: none"> • Parents advised that they must 	4	5	20	<ul style="list-style-type: none"> • If pupil or staff member has a temperature of 37.8 or above the parent will be asked to take them home immediately to self-isolate and arrange a test. Staff will go home. • Pupils and Staff displaying symptoms will not be permitted into school until <u>10 day isolation completed.</u> (The first day of isolation is day zero, isolation finishes at midnight on the tenth day with a return to school possible, if well, on day eleven) 	2	5	10	

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	<p>NOT bring a child who is unwell (any symptoms) to school. If a parent or carer insists on a pupil attending school, we may take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Our decision will need to be carefully considered in light of all the circumstances and current public health advice</p> <ul style="list-style-type: none"> Parents/Carers are asked to notify school immediately they arrange a test and keep their child at home until the test result is known, for ANY family member. Pupil with symptoms should not attend the school, given the potential risk to others. If a parent or carer insists on a pupil attending, school can take the decision to refuse the pupil if, in your reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. The decision will be carefully considered in light of all the circumstances and current public health advice. Anyone in school developing a 	4	5	20	<ul style="list-style-type: none"> Only essential visitors and trades persons will be allowed in school. A column added to the visitor/trades person signing in book to record visitor mobile number will be recorded for contact for test, track and trace. Trade persons attending the school site to complete statutory testing to be permitted on site. Appointments to be made outside of school hours unless in an emergency. Visitors/trade persons are always supervised whilst on the school site. Social distancing and face coverings (mask or face shield) must be maintained. Only 1 visitor allowed into a classroom. 	2	5	10	

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	<p>new and continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), must be sent home to begin isolation - the isolation period includes this day. Advise them to arrange a test as soon as possible - follow current isolation guidelines along with other members of their household.</p> <ul style="list-style-type: none"> • If COVID-19 is suspected the child should start isolating and get tested. • If a pupil is awaiting collection, they should be left in the IT suite or the entrance hallway, sitting in the corner whilst awaiting collection. A window should be opened for fresh air ventilation if possible. Appropriate PPE should also be used if close contact is necessary. (Mask, disposable gloves, apron etc.) • Full PPE, including plastic gloves and aprons, in addition to face shields must be worn when providing intimate care. • Staff must follow government guidance on close contacts should the isolated pupil test positive or Staff members are 	4	5	20	<ul style="list-style-type: none"> • Soap dispensers and paper towels are provided in classrooms so that children can wash hands after sneezing/ coughing etc. • Each classroom has hand sanitizer available (70%+ alcohol) • Staff rehearse hand washing with children daily. • Children reminded about toilet flushing and expected hygiene standards at least weekly. 	2	5	10	

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	<p>contacted by Test & Trace</p> <ul style="list-style-type: none"> • Promote frequent hand cleaning and good hygiene practices including respiratory hygiene "catch it, bin it, kill it", not touching faces, nose, mouth, bins. • Washing hands before and after eating, on entry to school, before break time, before home time and after outdoor time. • Sufficient hand washing facilities available. Hand sanitisers (70%+ alcohol) available in the library, toilets, kitchen area, front entrance and teaching areas. Hand washing sinks in all teaching areas except the library. • Children will be encouraged to practice good and regular hygiene habits. • Lidded bins are in place in all teaching areas. Contents will be emptied at the end of the day. • The isolation room will be cleaned before re-use by a trained member of staff using PPE-face coverings, apron and gloves or where possible the room/area can be locked up/allow no access for 72 hours before cleaning. 								

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	<ul style="list-style-type: none"> Active engagement with NHS test, track and trace. 								
<p>HAZARD: Death or serious illness to staff members, children and families.</p> <p>VULNERABLE WORKERS</p>	<ul style="list-style-type: none"> All CEV children and young people should attend school unless they are one of the very small numbers of children and young people under paediatric or other specialist care who have been advised by their GP or clinician not to attend. Clinically extremely vulnerable (CEV) people are no longer advised to shield but may wish to take extra precautions to protect themselves, and to follow the practical steps set out in the CEV guidance to minimise their risk of exposure to the virus. Staff in schools who are CEV should currently attend their place of work. All clinically extremely vulnerable (CEV) and vulnerable workers will be identified and a specific risk assessment will determine suitable & safe 	4	5	20	<ul style="list-style-type: none"> Staff members need to wear a face mask / shield and gloves when they judge a situation requires this. These are provided.. 	3	5	15	<p>Head teacher Deputy CEV staff As needed</p>
		4	5	20		3	5	15	

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	<p>working arrangements for each worker</p> <ul style="list-style-type: none"> Pregnant workers will have the usual risk assessment in place combined with a vulnerable worker risk assessment to assess any additional health issues which may increase their risk from Covid. <p>Refer to current government guidance to your Occupational Health Team for additional advice</p>								
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>INFECTIONS OR POSITIVE TESTING WITHIN SCHOOL</p>	<ul style="list-style-type: none"> Education settings will no longer be expected to undertake contact tracing. Close contacts will be identified via NHS Test and Trace. From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test. Educational Settings encourage all individuals to take a PCR test if advised to do so. Schools may be contacted to 	4	5	20		2	5	10	<p>Head teacher Deputy Admin staff Daily</p>
		4	5	20		2	5	10	

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	<p>assist with NHS Test and Trace in exceptional cases to help identifying close contacts, as currently happens in managing other infectious diseases.</p> <ul style="list-style-type: none"> • Contact Public Health for advice & support where there is a positive case within the school • If there is an outbreak in a setting, a director of public health might advise a setting to temporarily reintroduce some control measures. <p>Asymptomatic testing Testing remains important in reducing the risk of transmission of infection within schools.</p> <ul style="list-style-type: none"> • Staff and pupils with a positive LFD test result should self-isolate in line with the stay at home guidance. They will also need to get a free PCR test to check if they have COVID-19. • Whilst awaiting the PCR result, the individual should continue to self-isolate. • If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual 	4	5	20	<ul style="list-style-type: none"> • Staff should undertake twice weekly home tests whenever they are on site until the end of September, when this will also be reviewed. • Specific email address for reporting test results to school. covid.test.results@fulwellinfant.org.uk 	2	5	10	

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	<p>doesn't have COVID-19 symptoms</p> <ul style="list-style-type: none"> Lateral flow test kits are available to all staff. Staff record their results on the Trust cloud account and with NHS. Staff follow current NHS Test & Trace process. Contact Public Health for advice & support where there is a positive case within the school. 								
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>CLEANING</p>	<ul style="list-style-type: none"> Regular and increased cleaning - cleaning of frequently touched surfaces with zoflora solution. Additional cleaning through service level agreement with Sunderland LA through SLA documentation. 	4	5	20	<ul style="list-style-type: none"> Additional cleaning ensures mid-day cleaning of children's toilet areas. Outdoor toys will be cleaned daily after use by teaching staff, using disinfectant hand wipes. Cleaning products used are zoflora, disinfectant wipes and disinfectant spray, all are COSHH assessed, are readily available in the immediate area of the classroom/toilet areas for spot cleaning (sanitising wipes) COSHH assessments are completed by trained member of staff and records available in the main office. Cleaning products are stored in locked cupboard and COSHH assessed. 	2	5	10	Cleaners Premises Manager Daily
<p>HAZARD: Death or serious illness to</p>	<p>Good ventilation is extremely important to reduce transmission of</p>	4	5	20		3	5	15	Teachers TA's

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<p>staff members, children and families</p> <p>VENTILATION</p>	<p>the virus. When the school building is occupied it is important to ensure it is well ventilated along with providing a comfortable teaching environment - balancing the need for increased ventilation while maintaining a comfortable temperature</p> <ul style="list-style-type: none"> Windows are opened to allow natural ventilation during the school day. Kick space heaters are available for cooler days to ensure heating remains adequate. (in cooler weather windows will be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space) Internal doors will assist with creating a throughput of air and may be propped open NOTE: fire doors must be used as designed to prevent spread of smoke and fire - or where necessary automatic closing device(s) may be fitted. 								<p>Premises Manager</p> <p>Admin staff</p> <p>Daily</p>
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>CONTACT BETWEEN ANY PERSONS ON</p>	<p>Face coverings will no longer be legally required for pupils, staff and visitors either in classrooms or in communal areas.</p> <p>If there is an outbreak in school, a director of public health may advise that face coverings should</p>	4	5	20	<ul style="list-style-type: none"> Parents not permitted to enter the school building unless need is essential. 	3	5	15	<p>Head teacher</p> <p>Deputy Teachers</p> <p>TA's</p> <p>Lunch staff</p> <p>Premises Manager</p>
		4	5	20		3	5	15	

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THE PREMISES	temporarily be worn in communal areas or classrooms (by pupils, staff and visitors, unless exempt).								Cleaners Admin staff Daily
HAZARD: Death or serious illness to staff members, children and families CONTACT WITHIN OR BETWEEN GROUPS	<p><i>It is no longer legally necessary to keep children in consistent groups or bubbles to avoid mixing Assemblies and Lunchtime arrangements can resume - avoidance of mixing is no longer required.</i></p> <p>HOWEVER the following measures will remain in place during the Autumn term:</p> <ul style="list-style-type: none"> Pupils are allocated into a year group bubble although we will continue to keep smaller class bubbles in place during the autumn term. Children not to bring any bags/back packs or items from home, except a coat, a water bottle, their reading bag when needed and their PE kit at the beginning of each half term. Nursery children may bring a packed lunch in a box to be placed in a tray. Receiving member of staff, wearing gloves, will wipe down each lunch container, using anti-bac wipes or spray. 	4	5	20	<ul style="list-style-type: none"> Children organised into year group (class) bubbles. They will remain with their teacher, TA and lunch assistant at all times, unless operationally impossible. All staff may access classes of children other than their own if this is needed educationally or in an emergency. Timetabled outdoor sessions for morning break and lunch break to minimise mixing between classes. All children to be asked to bring suitable footwear for use on the grassed areas in wet conditions (wellington boots). Children, Parents/Carers advised that school supports on-going social distancing when moving around the school site and mask wearing. The school office has clear screens installed between desks where staff work face to face. A maximum of 4 people in the office area at any one time. Use of photocopiers: Photocopiers to be limited to one person per time. Staff advised to limit use of the photocopier and wash hands after use. 	3	5	15	Head teacher Deputy Teachers TA's Lunch staff Daily
		4	5	20		3	5	15	

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	<ul style="list-style-type: none"> Parents advised via school communication links that only one parent/carer (accompanied by younger and/or older siblings who are not in school) are permitted to drop off/pick up their child. The one-way system will continue. A footpath enables all pedestrians to follow the one way system and safely leave the school site, separately to vehicles. Main entrances -barrier system for vehicle entrance. There will be no entry to the car park by vehicles during drop-off and collect times. Staff, where possible, are to maintain social distancing of 1 m plus with additional suitable controls from pupils, other members of staff, visitors. Only 1 visitor to be allowed in a classroom at a time. PPA room to be used by 3 staff only, seated at opposite ends of the room. Computer to be cleaned down before use with disinfectant wipes. Staff must wipe their workspace and equipment using disinfectant wipes before 	4	5	20	Consider the use of touch screen pens when using photocopier. Hand sanitizer (70%+ alcohol) or wipes may be used after each use.	3	5	15	

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	<p>leaving the classroom to ensure cleanliness of the area for the incoming teacher.</p> <p>The school will revert to the tighter measures in version 21 (17th June 2021), in the case of a local outbreak. This includes the use of 'class bubbles' and would not be taken lightly.</p>								
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>MUSIC PROVISION</p>	<p><i>Step 4, there will be no limits on the number of people who can sing indoors or outdoors.</i></p> <p><i>Music activities have been risk assessed in line with activities that may include aerosol transmission.</i></p> <p><i>The music room is fully ventilated.</i></p>	4	5	20	<ul style="list-style-type: none"> When singing or group instrumental playing is involved, the teacher will be 2m+ away from the children at all times. When larger groups of children are singing, this will take place in the school hall. During the autumn term Year 2 children will have access to a recorder club at lunchtimes. Children will have their own recorder that is kept in their personal tray. 	3	5	15	Dr Renwick Mrs Witten
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>FIRST AID PROVISION</p>	<p><i>First aid certification, including Paediatric, will be up to date and there will always be enough first aiders on site.</i></p>	4	5	20	<ul style="list-style-type: none"> First Aiders must do their best to arrange requalification training at the earliest opportunity. E Learning or Virtual refresher training in the interim period will be used. <p>https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm</p>	3	5	15	First aiders Admin staff
<p>HAZARD: Death or serious illness to</p>	<p><i>Rainbow childcare and after school club provision will operate with</i></p>	4	5	20	<ul style="list-style-type: none"> Childcare to be located in the school library or hall- ventilated areas. 	3	5	15	Childcare staff Sports coaches

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<p>staff members, children and families</p> <p>CONTACT BETWEEN ANY PERSONS ON THE PREMISES WRAP AROUND CARE & CLUBS</p>	<p><i>protective factors in place.</i></p> <p><i>Outdoor opportunities will be maximised.</i></p> <p><i>Staff will arrange children to sit in class groups within their year group bubble.</i></p>	4	5	20	<ul style="list-style-type: none"> • Food to be served and eaten at separate year group bubble tables in the school hall for both breakfast and tea time provision. • Staff will support the children to sit within class groups at year group bubble tables and minimise mixing. • All food will be served to the children. • The room will be ventilated and outdoors used (including the pod) to support minimal group mixing. • Hygiene practices, as outlined in the risk assessment will be rigorous. • Children will be socially distanced when watching appropriate programs on the IWB. • Some practical activities will be provided with equipment cleaned after each use and children given their equipment. 	3	5	15	Activity leaders
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>CONTACT DUE TO LAYOUT and AVAILABLE SPACE</p>	<ul style="list-style-type: none"> • In addition to hygiene and enhanced cleaning measures as above, the risk of transmission will be reduced by planned changes to layout and positioning in work and recreational areas (Public Health England) • Groups should limit sharing of spaces, rooms as much as possible 	4	5	20	<ul style="list-style-type: none"> • In key stage 1 classroom tables have been grouped to facilitate teaching. • Classrooms are reserved for the exclusive use of a class of children and their staff to support protection. • Additional cleaning of surfaces and key touch points is in place throughout the day and classroom ventilation secured through open windows and internal doors. • Table top screens are provided for close working with an individual child or small group. Face coverings should also be worn by staff in this situation. 	2	5	10	Teachers TA's As needed

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		4	5	20	<ul style="list-style-type: none"> Teachers have a pointer hand stick to enable identification of improvements needed in children's work books. These are 24 inches long. Soft furnishings, toys etc. are to be kept to a minimum during this period and stored away 	2	5	10	
HAZARD: Death or serious illness to staff members, children and families ACTIVITIES ENCOURAGING SPREAD OF COVID	Activities encouraging respiratory aerosol to be risk assessed and prohibited or strictly controlled as necessary.	4	5	20	<ul style="list-style-type: none"> Assemblies will be reintroduced, a year group at a time, from October 2021. Classes will sit separately with 2m+ distance between them. No large gatherings of more than three classes in the hall. 	2	5	10	Head teacher Deputy
HAZARD: Death or serious illness to staff members, children and families VISITS	<ul style="list-style-type: none"> Educational day visits are to take place. Planning of all visits and trips to be in line with usual guidance and with the advice and support from Derwent Hill & Evolve system 	4	5	20	<ul style="list-style-type: none"> Accompanying parents will be asked to conduct a LF test in school before the visit. Coaches will be used to transport the children. Risk assessments and a pre-visit will take place to assess risk of COVID. Staff will take first aid equipment, hand sanitizer and PPE. 	3	5	15	EVCs Teachers
HAZARD: Death or serious illness to staff members, children and families MESSY PLAY	Reception and nursery provide malleable materials for messy play such as sand, mud and water, as part of their regular curriculum planning.	4	5	20	<ul style="list-style-type: none"> Materials will be handled by the children in the class only. Sand/mud will be cleaned regularly through spraying with zoflora. Play dough will be changed weekly and hand sanitising will happen before and after use. Water will be changed daily. Children wash their hands thoroughly before and after messy play 	3	5	15	Teachers TAs

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		4	5	20	<ul style="list-style-type: none"> Frequently touched surfaces, equipment, tools and resources for messy play are thoroughly cleaned after use. 	3	5	15	
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>CROSS-CONTAMINATION OF RESOURCES, TOYS AND EQUIPMENT</p>	<ul style="list-style-type: none"> Classroom based resources, such as books and games, can be used and shared; these should be cleaned regularly, along with all frequently touched surfaces. This includes wraparound care. Pupils and teachers can take books and other shared resources home. Avoid unnecessary sharing, especially where this does not contribute to pupil education and development. Rules on hand cleaning, cleaning of the resources and rotation are applied to these resources. Teacher to maintain good personal hygiene practices when marking Outdoor play equipment will be used by one class of children and not shared between classes. Classes access their own areas for outdoor play (on a rota) and do not mix. 	4	5	20	<ul style="list-style-type: none"> Cleaning regime in place for outdoor play equipment at the end of the school day. Zoflora (COSHH assessed) and disinfectant wipes used. 	2	5	10	Teachers TAs
<p>HAZARD: Death or serious illness to staff members, children and families</p>	Communication with the whole community will remain a priority.	4	5	20	<ul style="list-style-type: none"> Regular communication with all staff re procedures, protocols and safety measures. Communicate all plans to all parents and young people (transport, drop off 	3	5	15	Head teacher Admin team As needed

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COMMUNICATION		4	5	20	and collection times, lunch arrangements, etc.), <ul style="list-style-type: none"> Communicate with visitors and contractors ahead of opening. 	3	5	15	
HAZARD: Death or serious illness to staff members, children and families MENTAL WELLBEING	Emotional and mental wellbeing of everyone is a priority.	3	5	20	<ul style="list-style-type: none"> Promote attendance at school for both staff and pupils Identify individuals who are reluctant or anxious or at risk of disengagement. Support mechanisms are in place for all levels of employees, pupils/families and supporting governance roles Communicate clear information on risks and controls measures in place - safe procedures, arrangements etc. Review workloads and timetables to ensure a good work life balance is possible Communicate clear expectations for all staff, pupils and parents. Work with external agencies and Social Workers where relevant Staff to be reminded of the counselling services available to all Sunderland Occ Health or Ward Hadaway. 	1	5	5	
HAZARD: Death or serious illness to staff members, children and families OUTBREAKS and LACK OF EMERGENCY PLANNING	School has an Emergency / Contingency Plan in place to allow swift action to be taken in event of a confirmed Covid19 case or an outbreak - key contacts, reporting, record keeping, etc. Held by Headteacher, Finance Director, Business Manager and a copy located in the school office	4	5	20	<ul style="list-style-type: none"> Gather and record key information relating to the case immediately Public Health England, Health Protection Team at Sunderland to be called swiftly in the event of a case of Covid-19, they will do a rapid risk assessment and advise of action to take. Contact tel: 0300 303 8596 (ext.1) or for out of hours 0191 269 7714) 	2	5	10	

HAZARD	What precautions or existing control measures are presently taken?	Likelihood	Severity	Risk Rating L x S	If High or Medium Risk, what additional precautions or control measures need to be taken to reduce risk to as low as.	Likelihood	Severity	Residual Risk L x S	By Whom & When
	RISK ASSESSMENT 21 from 17th June 2021 to be reinstated immediately.	4	5	20	<ul style="list-style-type: none"> Local Emergency Plan in place to allow swift action to be taken - key contacts, action to take in event of a confirmed Covid19 case or an outbreak Understanding of NHS Test & Trace Process and local arrangements in place for record keeping of premises visitors for the last 21 days. <p>Train key staff in emergency procedures</p>	2	5	10	
HAZARD: Death or serious illness to staff members, children and families DINING and CATERING	School Kitchen in operation - catering provider or kitchen staff have specific risk assessment for working in kitchen in line with government guidance; https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19	4	5	20	<ul style="list-style-type: none"> Timetable for lunchtime must be adhered to. Cold meals will be delivered to year 1 and year 2 classrooms. A class at a time will enter the hall for hot lunch serving. Hot meals will be limited to a complete meal, as in the current menu. Children will indicate their preference, at the beginning of the day, and receive their served meal from their class staff member in the hall, immediately returning to their classroom. Children take their tray to the classroom and sit at their table to eat in year 1 and 2 classes. Nursery children eat their meal in the hall. The hall is cleaned and then reception children eat their meal. Reception children will line up and receive their meals in class groups and 	2	5	10	

HAZARD	What precautions or existing control measures are presently taken?	Likelihood	Severity	Risk Rating L x S	If High or Medium Risk, what additional precautions or control measures need to be taken to reduce risk to as low as.	Likelihood	Severity	Residual Risk L x S	By Whom & When
		4	5	20	<p>sit in their class group at 2 class tables. Their member of lunchtime member of staff will support them.</p> <ul style="list-style-type: none"> Children supervised by their class lunchtime supervisor throughout lunchtime. The class are supervised hand washing and then taken to their identified play area for outdoor provision. Children play in separate areas outdoors. 	2	5	10	
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>AFTER SCHOOL CLUBS</p>	External coaches, clubs and organisations for curricular and extracurricular activities will resume	4	5	20	<ul style="list-style-type: none"> Individual risk assessment in place. School staff will manage children to sit in class groups within the year group bubble to minimise mixing. Outdoor provision will be the priority. 	3	5	15	
<p>HAZARD: Death or serious illness to staff members, children and families</p> <p>FIRE</p>	<p>Regular visual inspections to take place to ensure all fire precautions and safety systems are active and in place as required by the Fire Risk Assessment</p> <p>Responsible Person must carry out the Periodic Assurance Review (annually or where changes have been made)</p>	2	5	10	<ul style="list-style-type: none"> Regular fire drills will continue, at least twice a term. 	1	5	5	

HAZARD	What precautions or existing control measures are presently taken?	Likelihood	Severity	Risk Rating L x S	If High or Medium Risk, what additional precautions or control measures need to be taken to reduce risk to as low as.	Likelihood	Severity	Residual Risk L x S	By Whom & When
HAZARD: Death or serious illness to staff members, children and families PREMISES MANAGEMENT	All regular and periodic building checks to make the school safe must be in place.	2	5	10	<ul style="list-style-type: none"> Daily visual checks by site & teaching staffing their respective areas - report any defects or tripping hazards, fire hazards, etc. to site staff/manager for remedial action. All regular maintenance checks will be carried out in an appropriate way. 	1	5	5	

This risk assessment has been updated in line with the latest government guidance.

Wendy Angus
18th August 2021