



**Coronavirus (COVID-19): Supplementary Risk Assessment for schools from the beginning of the Spring Term 2021
(Phase 3)
for High Ercall Primary School**

Assessment conducted by: Sarah Roberts	Job title: Headteacher	Covered by this assessment: High Ercall Primary School
Date of assessment: 4 th January 2021	Date of next review: 15 th January 21	This document was written on 4 th January and you must ensure you are completing the newest format

The sole purpose of this supplementary risk assessment is to support schools for all pupils in all year groups from the beginning of the spring term 2021, **while reducing the risk of coronavirus transmission**

- For the purpose of this risk assessment, the term ‘coronavirus’ to refer to coronavirus disease 2019 (COVID-19).
- Schools must ensure that this and all their risk assessment reflects the local setting and context of the school.
- Staff and unions must be consulted with regard to this risk assessment and any changes to existing COVID 19 risk assessments.
- This supplementary risk assessment is not exhaustive and some of the controls will be dynamic. This is issued to schools as a template to assist in the production of a full comprehensive document that covers the particular circumstance of the setting – **as such, the risks and risk controls should be deleted/ amended/ added-to to reflect the school.**
- This should be viewed alongside relevant advice and guidance from the Department of Education and reflect any additional subsequent guidance issued to schools.
- When implemented in line with a revised risk assessment, these measures create an inherently safer environment for children and staff where the risk of transmission of infection is substantially reduced.
- <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Key:	
Level of risk prior to control	Identifies the risk before any steps to reduce the risk have been taken

Risk Description:	Outlines the area of concern. This list is not exhaustive, and schools should add/amend/delete where appropriate e.g. risks for pupils with complex needs.
Risk Controls:	The measures that will be taken to minimise the risk. These are generic and should be adapted for the school context. Add <additional information>
Impact:	Could be L/M/H or numeric, depending on what is used in the school setting.
Likelihood:	Could be L/M/H or numeric, depending on what is used in the school setting. NB IF IMPACT AND LIKELIHOOD ARE BOTH HIGH, THEN THE ACTIVITY SHOULD BE STOPPED UNTIL ADDITIONAL CONTROL MEASURES ARE PUT IN PLACE.
Responsible person:	The identified staff member(s) responsible for implementing the risk controls Head Teacher Sign Date Chair of Governors sign Date
Completion Date:	The date by which required plans for controls will be in place..

Risk Description/Area of Concern	Level of risk prior to control <>	Risk Controls	Level of risk is now <>	Likelihood <>	Responsible person	Planned completion Date	Comments / Actions needed
The school lapses in following national guidelines and advice, putting everyone at risk	L	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.	<u>L</u>	<u>L</u>	<u>SR / MP</u>	<u>Ongoing as new information or updates published</u>	<u>Chair</u>
Clinically Extremely vulnerable (CEV) individuals	L	Individual risk assessment to be completed/reviewed for staff in CEV category exposure to Coronavirus. Staff - Advice for those identified through a letter from the NHS or a specialist doctor as in the group deemed clinically extremely vulnerable (CEV or shielding list) was published on 13 October. HR guidance provides advice on what additional measures individuals in this group can take tailored to each local restriction tier. In local restriction tier 4 areas, individuals who are clinically extremely vulnerable are advised to work from home and where this is not possible, they	<u>L</u>	<u>L</u>	<u>SR</u>	<u>4.1.20</u>	<u>SR</u>

		<p>should not go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP and may have been advised to shield in the past, most recently in November 2020.</p> <p>Pupils - The advice for pupils in local restriction tiers 1 to 3 who remain in the clinically extremely vulnerable group is that they should continue to attend school unless they are one of the very small number of pupils or students under paediatric or NHS care (such as recent transplant or very immunosuppressed children) and have been advised specifically by their GP or clinician not to attend an education setting.</p> <p>Shielding advice is currently in place in tier 4 areas, and so all children still deemed clinically extremely vulnerable are advised not to attend school.</p>					
Clinically Vulnerable staff and pupils	M	<p>Individual risk assessment to be completed/reviewed for clinically vulnerable staff and pupils</p> <p>Protective measures will be put in place for staff and pupils, as far as is possible, to ensure that the risk of transmission is reduced</p> <p>Clinically vulnerable staff can continue to attend school. While in school they should follow the control measures the school has put in place to minimise the risks of transmission.</p> <p>This includes taking particular care to observe good hand and respiratory hygiene, minimising contact and maintaining social distancing in line with the provisions set out in section 6 of the 'prevention' section of government guidance. This provides that ideally, adults should maintain 2 metre distance from</p>	<u>L</u>	<u>L</u>	<u>SR</u>	<u>4.1.21</u>	

		<p>others, and where this is not possible avoid close face to face contact and minimise time spent within 1 metre of others. While the risk of transmission between young children and adults is likely to be low, adults should continue to take care to socially distance from other adults including older children and adolescents.</p> <p>People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace unless advised otherwise by an individual letter from the NHS or a specialist doctor.</p> <p>Pregnant women are in the 'clinically vulnerable' category and are generally advised to follow the above advice, which applies to all staff in schools.</p> <p>See further guidance in CEV and CV guidance and up dated risk assessment</p> <p>School: Ensure all staff have had the opportunity to talk to SR with regards to concerns about self or someone in their household.</p> <p>Update individual risk assessments – ensure measures in place agreed with staff.</p>					
Poor hygiene practice in school - General	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.</p> <p>Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents</p> <p>Points to consider and implement:</p>	<u>L</u>	<u>L</u>	<u>SR</u> <u>MP - QA</u>	<u>4/1/21</u> <u>ongoing</u>	<u>JM</u>

		<ul style="list-style-type: none"> • putting in place a cleaning schedule that ensures cleaning is generally enhanced and includes: • more frequent cleaning of rooms and shared areas that are used by different groups • frequently touched surfaces being cleaned more often than normal • toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet - different groups being allocated their own toilet blocks could be considered but is not a requirement if the site does not allow for it <p>School: Separate boys / girls into classes for Class 4 and 5 to reduce mixing. Where possible reduce children in Class 2 using KS1 toilets. Ensure cleaning schedule in place in KS1 and where possible clean after Class 2 child used (C1 staff)</p> <ul style="list-style-type: none"> • Ensuring that you understand contact time for cleaning chemicals • That any cleaning chemical is appropriate for the task being used for • Undertake a COSHH assessment if using new products <p>School: New products in place which adhere to the new guidelines.</p> <p>QA monthly with discussions around contact time in addition to cleaning process.</p>					
Hand Hygiene	M	<p>Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitiser. Schools must ensure that pupils clean their hands regularly, including :</p> <ul style="list-style-type: none"> • when they arrive at school, 	<u>L</u>	<u>L</u>	<u>SR/MP</u>	<u>4.1.21</u>	<u>sr/ Chair</u>

		<ul style="list-style-type: none"> • when they return from breaks, • when they change rooms • before and after eating. <p>Regular and thorough hand cleaning is going to be needed for the foreseeable future. Points to consider and implement:</p> <ul style="list-style-type: none"> • whether your school has enough hand washing or hand sanitiser 'stations' available so that all pupils and staff can clean their hands regularly • 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 skin cleaning wipes can be used as an alternative • building these routines into school culture, supported by behaviour expectations and helping ensure younger children and those with complex needs understand the need to follow them <p>Jan 21 Reviewed protocol and the following changes:</p> <ul style="list-style-type: none"> - Use of hand gel after break times – ensure the children rub and use actions for 20 seconds - Stop use of washing carousel to reduce potential transmission - Review all handwashing with children in lesson times 					
Poor hygiene practice – specific – school entrance and office spaces	M	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.	<u>L</u>	<u>L</u>	<u>SR</u> <u>CM</u> <u>All office staff</u>	<u>4.1.21</u>	<u>SR</u>

		<p>Jan 21</p> <p>Ensure regular cleaning of common touch points.</p> <p>Leave glass closed to visitors</p> <p>Reviewed protocol for 2 people only in the office – ensure it is not a space for congregating.</p>					
System of Controls - Prevention	H	<p>Prevention</p> <p>1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.</p> <p>2) Where recommended, the use of face coverings in schools.</p> <p>3) Clean hands thoroughly more often than usual.</p> <p>4) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.</p> <p>5) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.</p> <p>6) Minimise contact between individuals and maintain social distancing wherever possible.</p> <p>7) Where necessary, wear appropriate personal protective equipment (PPE).</p> <p>8) Always keeping occupied spaces well ventilated.</p> <p>Numbers 1 to 5, and number 8, must be in place in all schools, all the time.</p>	<u>M</u>	<u>L</u>	<u>SR MP</u>	<u>4.1.21</u>	

		<p>Number 6 must be properly considered and schools must put in place measures that suit their particular circumstances.</p> <p>Number 7 applies in specific circumstances</p> <p>Jan 21</p> <ul style="list-style-type: none"> - Temperature checks of all staff and children on entry - Any child above 37.8 to be sent home for a test - Staff to wear 3 layer masks – KC to make and school to purchase filter layers. - Masks and visors may be work in class and MUST be worn out of class bubbles. - Staff meetings to move onto TEAM - TA meetings to continue but with limited numbers and PPE worn, 2m distance 					
System of Control - Responsive	H	<p>Response to any infection</p> <p>9) Engage with the NHS Test and Trace process. By notifying the Health Protection Hub (HPH) by completing the online notification form https://apps.telford.gov.uk/testandtrace/</p> <p>Follow guidance for sue of NHS test and trace app within school</p> <p>https://www.gov.uk/government/publications/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges</p>	<u>L</u>	<u>L</u>	<u>SR</u>	<u>4.1.21</u>	<u>SR</u> <u>Chair</u>

		<p>10) Manage confirmed cases of coronavirus (COVID-19) amongst the school community. As above follow guidance received from HPH or PHE</p> <p>11) Contain any outbreak by following local health protection team advice. Take part in Incident Management Team meetings as requested by HPH or PHE</p> <p>Numbers 9 to 11 must be followed in every case where they are relevant.</p> <p>Jan 21</p> <ul style="list-style-type: none"> - Review all protocol around what to do if there is a suspected case with all staff. 					
Poor hygiene practice – specific - spread of potential infection at the start of the school day.	L	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on ‘Risk assessment for return to schools – Spring 21’ All information is still relevant.</p> <p>Review your staggered start of day the school day arrangements</p> <p>Jan 21</p> <ul style="list-style-type: none"> - Temperature testing of all children and adults on entry - Amendment of pick up and drop off system – to reduce bottle neck on exit at the end of the school day 	<u>L</u>	<u>L</u>	<u>SR</u> <u>MP</u> <u>All staff</u>	<u>4.1.20</u>	

		- Late pupils to be taken around the site to external class entrance					
Poor hygiene practice – specific – toilet/changing facilities.	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on ‘Risk assessment for return to schools – Spring 21’ All information is still relevant.</p> <p>Jan 21</p> <ul style="list-style-type: none"> - Change C4/5 toilets to split as class toilets rather than boys and girls. 1 child at a time. - Staff allocated staff toilets: Rainbow room for KS1, Main toilets for KS2, entrance toilet for office staff 	<u>L</u>	<u>L</u>	<u>SR</u> <u>MP</u> <u>All staff</u>	<u>4.1.20</u>	<u>SR</u> <u>Chair</u>
Poor hygiene practice – specific - end of the school day.	L	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on ‘Risk assessment for return to schools – Spring 21’ All information is still relevant.</p> <p>Review your staggered end of the school day arrangements</p> <p>Jan 21</p> <p>Improve collection by exiting using large bar gate to reduce congestion</p>	<u>L</u>	<u>L</u>	<u>All staff</u>	<u>4.1.20</u>	<u>SR MP</u> <u>Chair</u>
Ill health in school.	H	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.	<u>M</u>	<u>M</u>	<u>4.1.21</u>	<u>SR</u> <u>All staff</u>	<u>Chair</u> <u>SR</u>

	<p>Review blue comments on ‘Risk assessment for return to schools – Spring 21’ All information is still relevant.</p> <p>Staff are informed of the symptoms of possible coronavirus infection,</p> <ul style="list-style-type: none"> ➤ A high temperature ➤ A new continuous dry cough ➤ A change to their normal sense of taste or smell (anosmia) ➤ Children may also display gastrointestinal symptoms <p>They must be sent home and advised to follow ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’, which sets out that they must self-isolate and should arrange to have a test to see if they have coronavirus (COVID-19).</p> <p>Schools should use the notification form to notify the HPH of any positive cases within staff members.</p> <ul style="list-style-type: none"> • Staff who don’t have the symptoms above but have other symptoms such as headache /sore throat/aches and pains/ feeling very tired for no good reason/ runny nose/ sneezing etc can book a PCR test by selecting the option “ local Authority required me to test” <p>If schools doesn’t have its own Rapid testing facility then asymptomatic staff members can book a rapid test using this link below. This can be done weekly http://orlo.uk/Y5LBC</p>					
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		<p>Jan 21</p> <ul style="list-style-type: none"> - All staff must follow protocol for COVID symptoms - Temperature taken on entry for all staff and children 					
Local restrictions tiers	M	<p>Education settings will remain open in local restriction tiers 1,2, 3 and 4, see more in the Local restriction tiers: what you need to know guidance.</p> <p>Local restriction tiers: 2, 3 or 4</p> <p>When an area moves to local restriction tiers 2, 3 or 4, in settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained. This does not apply to younger children in primary schools and in early years settings.</p> <p>In the event of an area moving into local restriction tiers 2, 3 or 4, schools will need to communicate quickly and clearly to staff, parents and pupils that the new arrangements require the use of face coverings in certain circumstances.</p> <p>All other staff in local restriction tier 4 can continue to attend work, including those living in a household with someone who is clinically extremely vulnerable.</p>	<u>L</u>	<u>L</u>	<u>SR</u>	<u>4.1.21</u>	<u>SR</u>
Additional implications							

		<p>All staff can continue to attend school in local restriction tiers 1, 2 and 3.</p> <p>Under local restriction tier 3, staff and employers may wish to discuss flexibilities that support clinically extremely vulnerable staff, such as staggered start times to reduce travel during rush hour.</p> <p>Review PE, sport and physical activity in school/s moved into tier 4</p> <p>Schools should also read the local restriction tiers guidance to find out what tier their area is in and the additional restrictions that apply. Currently, schools can continue to offer all before and after-school educational activities and wraparound childcare in all local restriction tiers.</p> <p>Schools in local restriction tier 3 and 4 areas should not host performances with an audience</p>					
Personal Protective Equipment	H	<p>Review your provision of PPE</p> <p>PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).</p> <p>More information on PPE use can be found in the safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) guidance.</p> <p>Jan 21 FFP2 disposable masks distributed to all staff – more purchased and available. 3 layer masks with filters to be worn by staff All other PPE available and in the classroom</p>	<u>M</u>	<u>M</u>	<u>SR</u>	<u>4.1.21</u>	<u>Gov</u>

Face coverings	H	<p>Ensure where there is a need for face coverings in the school the control is implemented</p> <p>Ensure that the face covering is appropriate for the task intended. Face shields alone are not deemed to be face coverings. A face visor or shield may be worn in addition to a face covering but not instead of one. This is because face visors or shields do not adequately cover the nose or mouth</p> <p>Jan 21</p> <p>Visor and masks must be worn around the school site or FFP2 / 3 layer masks.</p> <p>Face visor may be worn in the class bubble as extra personal protection.</p> <p>Chill club after school – visor and mask must be worn.</p> <p>Where recommended, use of face coverings in schools - See further advice in the Face Coverings guidance.</p> <p>Schools that teach years 7 and above may decide to recommend the wearing of face coverings for pupils, staff or visitors in communal areas outside the classroom where the layout of the schools makes it difficult to maintain social distancing when staff and pupils are moving around the premises, for example, corridors.</p> <p>In primary schools where social distancing is not possible in indoor areas outside of classrooms between members of staff or visitors, for example in staffrooms, head teachers will have the discretion to decide whether to ask staff or visitors to wear, or agree to them wearing face coverings in these circumstances.</p> <p>Based on current evidence and the measures that schools are already putting in place, such as the system of controls and consistent bubbles, face</p>	<u>M</u>	<u>M</u>	<u>SR</u> <u>All staff</u>	<u>4.1.21</u>	<u>SR</u> <u>Gov</u>
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		<p>coverings will not be necessary in the classroom even where social distancing is not possible. Face coverings could have a negative impact on teaching and their use in the classroom should be avoided.</p> <p>Local restriction tiers: 2, 3 or 4</p> <p>When an area moves to local restriction tiers 2, 3 or 4, in settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained. This does not apply to younger children in primary schools and in early years settings.</p> <p>In the event of an area moving into local restriction tiers 2, 3 or 4, schools will need to communicate quickly and clearly to staff, parents and pupils that the new arrangements require the use of face coverings in certain circumstances.</p> <p>Exemptions -Some individuals are exempt from wearing face coverings.</p>					
Poor management of pupil numbers reduces the ability of pupils and staff to practice social distancing.	H	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.</p> <p>Review your bubble sizes and how you manage them throughout the school day. Bubble sizes should be kept as small as possible</p> <p>Schools must do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum.</p>	<u>L</u>	<u>L</u>	<u>SR</u> <u>All staff</u>	<u>4.1.21</u>	<u>SR</u> <u>Gov</u>

		<p>The overarching principle to apply is reducing the number of contacts between children and staff. This can be achieved through keeping groups separate (in ‘bubbles’) and through maintaining distance between individuals. These are not alternative options and both measures will help, but the balance between them will change depending on:</p> <ul style="list-style-type: none"> • children’s ability to distance • the lay out of the school • the feasibility of keeping distinct groups separate while offering a broad curriculum (especially at secondary) <p>Things that should be considered include:</p> <ul style="list-style-type: none"> • use of seating plans to ensure that you can identify contacts . Pupils should keep to the allocated seat wherever possible. Reviewed but not always appropriate for the younger children • Mark 2m around the staff member’s desk and teaching area. This acts as a good cue to all to remind of the 2m social distance that is needed. Marked out in older classes. • Look at staff room layouts and organise to ensure that 2m social distance can be maintained. See below • Think about location of shared use equipment such as photocopiers and laminators etc. to ensure that they have 2m social distance around them. Photocopier, shredder and laminator moved to wider areas. • Staggered start and finish times to reduce congestion at entrances and school gates Done 					
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		<ul style="list-style-type: none"> Management of pupils in and out of classrooms and communal areas. Little movement. Toilets allocated. Use of outside doors at all times so no movement in the school. <p>Jan 21</p> <p>All groupings have been reviewed for full school and lockdown.</p> <p>Staggered start and end times are sufficient</p> <p>New protocol for entering and leaving the site will improve flow</p> <p>Additional staffroom area reduces numbers in the staffroom and limit of 3 with measured out chairs is suitable.</p> <p>Use of the outdoors rather than bottle neck areas is preferable for all staff and especially any pupil movement e.g late pupils</p> <p>TEAM staff meetings will be put in place</p> <p>Amended dinner arrangements mean no trolley collection from the hall which has improved separation</p>					
Mental Health and Wellbeing for pupils	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p> <p>Jan 21</p> <p>Ongoing PSHE emphasis across all classes</p> <p>Focus on physical activity</p>	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SENCO –</u> <u>SR</u> <u>DSL</u>	<u>4.1.21</u>	

		Worry monsters in all classes					
A pupil is tested and has a confirmed case of coronavirus.	H	In line with government advice: Follow guidance from the Test and Trace team in the Health Protection Hub Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.	<u>M</u>	<u>M</u>	<u>SR</u> <u>MP</u> <u>CM</u>	<u>4.1.21</u>	<u>SR</u> <u>Gov</u>
Insufficient staff to run face-to-face sessions for pupils. Supply teachers and temporary staff	M	Consider how you facilitate non face to face learning Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.	<u>L</u>	<u>L</u>	<u>SR</u>	<u>4.1.21</u>	<u>SR</u> <u>Chair</u>
Pupil movement between lesson, at breaktime and lunchtime increases the risk of infection.	L	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant. Review your arrangements for break times and lunch times/. Things that should be considered include <ul style="list-style-type: none"> • Consider staggered breaks and lunch times • prior to eating lunch • Ventilation of any dining hall or canteen • Cleaning of dining hall or canteen in between sittings- ensuring that sufficient time is 	<u>L</u>	<u>L</u>	<u>SR</u> <u>MP</u> <u>All staff</u>	<u>4.1.21</u>	<u>SR</u>

		<p>allowed for the cleaning chemical to be effective</p> <p>Jan 21</p> <ul style="list-style-type: none"> - All measures above in place - Late pupils must be collected or taken around the outside of the building to their class. - Lunchtime review of use of the playground space so that all children can play on the hard playground. No year groups will meet on the playground. Use of both sides. 					
Spread of infection in classrooms/ shared areas.	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p> <p>Review your bubble sizes and how you manage them throughout the school day. All bubbles with same staff. Use of outside doors. Minimal movement.</p> <p>Ensure where there is a need for face coverings in the school the control is implemented. Done</p> <p>Review any equipment that is frequently used and how it is cleaned after use. Very little equipment is shared. Where it is shared it is left for 72 hours or cleaned.</p> <p>Ensure you are applying the 2m social distancing in all areas of the school. In place</p>	<u>L</u>	<u>L</u>	<u>SR</u> <u>All staff</u>	<u>4.1.21</u>	<u>SR</u>

		<p>Review ventilation within the school. All windows open within each hour or left open all day.</p> <p>Jan 21</p> <ul style="list-style-type: none"> - Separate staff into 2 areas for breaks and lunch. KS1 to use the Victorian building, KS2 to use staff room - Separate toilet areas for staff: Rainbow – KS1, Main toilet – KS2, entrance – office / kitchen - Removal of all cups and kitchen equipment. All staff MUST bring in their own. - NO communal biscuits etc to be shared - TEAM staff meetings - Lunch trolleys to be placed outside of the hall for collection by the kitchen staff. Those collecting dinners are not to enter the hall. 					
<p>Ventilation</p> <p>Keeping occupied spaces well ventilated</p>	M	<p>Once the school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained.</p> <p>Review ventilation within the school. Done</p> <p>Jan 21</p> <p>Windows all opened prior to the children starting. Low windows on small opening bar are open all day. High windows open in the hall, Class 1 and Class 3. Doors left open at break times.</p> <p>See further information in Ventilation guidance</p> <p>This can be achieved by a variety of measures including:</p>	<u>L</u>	<u>L</u>	<u>SR</u> <u>All staff</u>	<u>4.1.21</u>	<u>SR</u>

		<ul style="list-style-type: none"> mechanical ventilation systems) natural ventilation 					
Music Lessons	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p> <p>Jan 21</p> <ul style="list-style-type: none"> No external music lessons in school for the first half term 	<u>L</u>	<u>L</u>	<u>All staff</u>	<u>4.1.21</u>	<u>SR Subject Lead</u>
Physical Activities	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p> <p>Jan 21</p> <ul style="list-style-type: none"> No shared equipment Increased physical activity in classes but within bubble only 	<u>L</u>	<u>L</u>	<u>All staff</u>	<u>4.1.21</u>	<u>SR Subject Lead</u>
Breakfast club/After school provisions	M	<p>Review any Wrap around care and extra curriculum activities - can they take place safely?</p> <p>Ensure class bubbles are adhered too during this provision.</p> <p>Jan 21 - There is a mix of 3 class bubbles in the older Chill club and 2 class bubbles in the younger Chill Club. This is the only way the provision can run. Mitigating measures:</p> <ul style="list-style-type: none"> Only essential care is provided for the same families each week. 	<u>L</u>	<u>L</u>	<u>SR WG</u>	<u>4.1.21</u>	<u>SR</u>

		<ul style="list-style-type: none"> - Staff wear PPE and maintain 2m distance - Numbers are below 10 <p>Schools should also read the local restriction tiers guidance to find out what tier their area is in and the additional restrictions that apply. Currently, schools can continue to offer all before and after-school educational activities and wraparound childcare in all local restriction tiers.</p>					
Poor pupil behaviour increases the risk of the spread of the infection.	L	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on ' Risk assessment for return to schools – Spring 21 ' All information is still relevant.	<u>L</u>	<u>L</u>	<u>All staff</u>	<u>4.1.21</u>	<u>SR</u>
Pupils with complex needs are not adequately informed or safely supported.	L	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on ' Risk assessment for return to schools – Spring 21 ' All information is still relevant.	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SENCO SR</u>	<u>4.1.21</u>	<u>SR</u>
Vulnerable pupils and pupils with SEND do not receive appropriate support.	L	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on ' Risk assessment for return to schools – Spring 21 ' All information is still relevant. Jan 21 <ul style="list-style-type: none"> - All pupils with EHCP in school - IPM continue to be in place 	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SENCO SR</u>	<u>4.1.21</u>	<u>SR</u>
Increased number of safeguarding	L	Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.	<u>L</u>	<u>L</u>	<u>All staff</u> <u>DSL SR</u>	<u>4.1.21</u>	<u>SR</u>

concerns reported after lockdown.		Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.					
Emergency evacuation due to fire etc.	L	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.</p> <p>Continue to monitor impact on school.</p> <p>Jan 21 - Fire drill in week 2 of the term</p> <p>Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p>	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SR</u> <u>MP</u>	<u>4.1.21</u>	<u>SR</u>
Cleaning is not sufficiently comprehensive.	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.</p> <p>Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach. Points to consider and implement:</p> <ul style="list-style-type: none"> • putting in place a cleaning schedule that ensures cleaning is generally enhanced and includes: schedule in place in all classrooms • more frequent cleaning of rooms / shared areas that are used by different groups No shared areas except staffroom. This area has a cleaning pack for all staff to use. Notices to remind to clean after EACH use. • frequently touched surfaces being cleaned more often than normal Schedule in place in all classrooms • different groups don't need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be 	<u>L</u>	<u>L</u>	<u>JW</u> <u>All staff</u> <u>SR / MP</u>	<u>4.1.21</u>	<u>SR</u>

		<p>encouraged to clean their hands thoroughly after using the toilet</p> <p>Schedule in place in all classrooms</p> <p>Class 1 / 2 share toilet only in an emergency as Class 2 toilets are across the playground. All other classes have their own designated toilets</p> <p>See further guidance for cleaning in educational settings for advise on general cleaning required in addition to the current advice on COVID-19: cleaning of non-healthcare settings guidance.</p> <p>Review what cleaning products you use, know the contact time of the products and ensure the products are appropriate for the task.</p> <p>All products reviewed. New products purchased Dec 20 to meet standards. EN standard for all products. Staff all know the contact time of products.</p> <p>Review any equipment that is frequently used and how it is cleaned after use</p> <p>QA meetings monthly with MP</p> <p>Ensure that you have sufficient staff on site to undertake all cleaning identified in this RA</p> <p>Extended hours of cleaning staff</p>					
Contractors, deliveries and visitors increase the risk of infection.	L	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.</p> <p>Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p>	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SR / MP</u>	<u>4.1.21</u>	<u>SR</u>

		<p>Jan 21</p> <ul style="list-style-type: none"> - ensure contractors do not use the visitor toilet in the entrance. Change signage. 					
Professional Visitors	L	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p> <p>Jan 21</p> <ul style="list-style-type: none"> - Reduce contact from professional visitors to only those essential for the running of the school - Take temperature of all visitors - Complete pre-visit questionnaire and send out protocol - Visitors must wear PPE - Any other meetings can be via TEAM or postponed 	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SR / MP</u>	<u>4.1.21</u>	<u>SR</u>
Transport	M	<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective. Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p> <p>Follow the transport guidance</p> <p>The fleet team will:</p> <ul style="list-style-type: none"> - Ensure the driver has PPE - Have hand gel available for entrance and exit to the bus - Support with seating in terms of filling up from the back forwards and exiting in an orderly way from the front. 	<u>L</u>	<u>L</u>	<u>All staff</u> <u>SR / MP</u>	<u>4.1.21</u>	<u>SR</u>

		<ul style="list-style-type: none"> - Ensure additional cleaning before and after routes - Carry cleaning equipment for emergency - Inform school / parent if a child states they feel unwell <p>School will:</p> <ul style="list-style-type: none"> - Ensure children wash hands on entry to school - Remind the children and parents about washing hands prior to journeys and on returning to home - Liaise with parents about arrangements detailed above, including the optional use of masks (not recommended for under 11 years) <p>Liaise with the transport team about seating</p>					
First Aid Care		<p>Ensure appropriate PPE is worn when giving first aid to children and review all controls you previously applied to ensure they are still effective.</p> <p>Jan 21 All classes have appropriate PPE available.</p>					
Educational Visits		<p>Follow Master Risk Assessment for Return to school in phase one & two and review all controls you previously applied to ensure they are still effective.</p> <p>Review blue comments on 'Risk assessment for return to schools – Spring 21' All information is still relevant.</p>					