

Risk Assessment:	Children & Young Peoples' Services Department			 ST HELENS BOROUGH COUNCIL
Activity or site:	COVID-19: Primary School from 5th January 2022 The control measures, if followed, will effectively reduce risks in school and create an inherently safer environment.			
Date of assessment:	5 th January 2022	Approved by:	Carol Gillespie	Review date: As changes occur

This risk assessment should be produced and read in conjunction with the [Mass Asymptomatic Testing: Schools and Colleges Risk Assessment](#)

<ul style="list-style-type: none"> • What to do if a Pupil is Displaying Symptoms of Coronavirus (COVID-19) • Safe Working in Education, Childcare and Children's Social Care Settings, including the use of Personal Protective Equipment (PPE) • COVID-19: Cleaning in Non-Healthcare Setting Outside the Home • Face Coverings in Education • Children of Critical Workers and Vulnerable Children who can Access Schools or Educational Settings • Providing School Meals during the Coronavirus (COVID-19) Outbreak • Coronavirus (COVID-19) Safer Travel Guidance for Passengers • Use of the NHS COVID-19 App in Education and Childcare Settings • Protective Measures for Holiday and After School Clubs, and other Out of School Settings during the Coronavirus (COVID-19) Outbreak • Coronavirus (COVID-19) Initial Teacher Training (ITT) 	<ul style="list-style-type: none"> • COVID-19 Induction for Newly Qualified Teachers Guidance • Coronavirus (COVID-19): Test Kits for Schools and FE Providers • Mass Asymptomatic Testing: Schools and Colleges • Schools coronavirus (COVID-19) operational guidance <p>Early Years and Special School Settings to refer to specific guidance for their provisions and amend this model assessment as necessary</p> <ul style="list-style-type: none"> • Actions for Early Years and Childcare Providers during the Coronavirus (COVID-19) Outbreak • Guidance for Full Opening: Special Schools and Other Specialist Settings • Guidance for Special Schools, Specialist Post-16 Providers and Alternative Provision during the National Lockdown • Mass Asymptomatic Testing in Specialist Settings
--	--

and should be reviewed regularly to ensure you are still improving, or at least maintaining safety. If there is a significant change in your workplace, remember to check your risk assessment and where necessary, amend it. This assessment must be communicated to all employees on a recorded basis.

List any relevant HSE or industry guidance documents below. These should be used to consider if current control measures are adequate:

<ul style="list-style-type: none"> • Making your Workplace COVID-Secure during the Coronavirus Pandemic (HSE) • Talking with your Workers about Preventing Coronavirus (HSE) • Infection at Work: Controlling the Risk (HSE) • INDG136 Working with substances hazardous to health: A brief guide to COSHH 	<ul style="list-style-type: none"> • INDG173 Personal protective equipment (PPE) at work: A brief guide • HSG53 Respiratory Protective Equipment at Work: A Practical Guide • HSG262 Managing Skin Exposure Risks at Work
--	--

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Planning and Communication				
Inadequate planning and organising	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may feel tension and stress as a result of poor planning and not having robust arrangements in place to protect all from contracting and spreading COVID-19)</i></p>	<ul style="list-style-type: none"> • Health and safety compliance checks will be undertaken by Headteacher/Site Manager before opening. • The health status and availability of every member of staff is known and is regularly updated so that deployment can be planned. • Headteacher & SBM to keep up to date with the latest government guidance and adjust working practices as required. • Staff briefed on the control measures within this risk assessment and changes to policies and procedures. • Rigorous checks carried out by the Headteacher & SBM to ensure that all the necessary procedures are being followed. • Governing Body, Parents, Staff and Unions consulted when agreeing the best approaches for the circumstances, with regular opportunities for feedback on the new arrangements. • Close working with the Local Authority. • Headteacher or member of Senior Leadership Team to be present around the school during the early part of wider opening to pick up on any issues or problems and support and reassure staff and children. • Visitors including Specialists, therapists, clinicians, other support staff for pupils with SEND and Peripatetic staff will be briefed on visitor protocols, including: physical distancing and hygiene procedures for the school site on or before arrival should they be required. • Before and after school clubs will be subject to a separate risk assessment using the DFE guidance on Protective measures for out of school settings during the Coronavirus (COVID -19) outbreak. • Business Continuity Plan to include local lock downs. • Close working with health professionals, the LA and other services to ensure that the needs of children with medical conditions are fully supported. • Monitoring systems in place to make sure that all building users are following the controls put in place, eg, following hygiene procedures, washing hands etc. 	<ul style="list-style-type: none"> • Contingency plans could include the need to re-introduce maintaining social distancing and one-way systems 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Inadequate Communication of Plans in relation to COVID-19	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may feel tension and stress, and may not trust and co-operate with management, as a result of poor communication and not knowing what arrangements have been put in place to protect all from contracting and spreading COVID-19)</i></p>	<ul style="list-style-type: none"> • Plans for the building use clearly communicated to staff. • Signage provided to identify which entrances, exits and circulation routes to use should social distancing need to be re-introduced. • Meetings to remain by appointment only. • Signage displayed at entrance points to the building asking individuals with symptoms not to enter the premises. To reiterate the kind of symptoms to look out for. • Parents informed that if their child needs to be accompanied to the school/setting, only one parent should attend. • Parents instructed that they cannot gather at entrance gates or doors or enter the site (unless they have a pre-arranged appointment, which will be conducted safely); Signage is in place to reinforce these messages at the school gate. • Children will be taught in age appropriate ways about Coronavirus, how it is spread and how they can play their part in keeping everyone safe. For young children this will be done through age appropriate methods such as games and stories. • Early consultation and communication undertaken with contractors and suppliers that will need to prepare to support the school's/setting's plans for opening (eg, cleaning, catering, food supplies, hygiene suppliers). • Parents, children and young people provided with details of free education resources such as e-Bug and PHE schools resources. • All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> - The Health Protection (Notification) Regulations 2010 - The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 - DfE (2022) 'Schools coronavirus (COVID-19) operational guidance' - [Early years settings] DfE (2021) 'Actions for early years and childcare settings during the coronavirus (COVID-19) outbreak' - DfE (2021) 'Use of PPE in education, childcare and children's social care' 	<ul style="list-style-type: none"> • Expectations of social distancing will be re-established and communicated to all staff and relevant pupils, were contingency plans are required due to an outbreak of covid-19. • Contingency plans could include the need to re-introduce staggered arrival and departure times. • Contingency plans could include the need to re-introduce social distancing for parents at the gates and the wearing of face coverings whilst on school grounds. • Contingency plays could include additional cleaning requirements discussed with cleaning contractors or staff, with additional hours agreed to allow for this. 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • The SBM conducts a review of all supplier and contractor arrangements to ensure they are appropriate for the school's current operations. • The SLT reviews relevant school policies to ensure they account for the latest provisions. <p><u>TESTING</u></p> <ul style="list-style-type: none"> • It is made clear that testing is voluntary. Individuals not undergoing testing attend school in line with normal school arrangements. • Staff in all education settings are encouraged to test twice weekly at home. • The school makes staff, parents and pupils aware that all adults who are fully vaccinated and pupils aged 5 to 18 years and 6 months will take an LFD test every day for 7 days if they are identified as a close contact of someone with a coronavirus case. This also applies to Omicron cases. • Staff and pupils who have been identified as a close contact are informed that they should report the results of their daily testing through the Online Reporting System and to the school. If they test negative, they should continue to attend school. If they test positive, they will self-isolate and order a PCR test to confirm the result. If the PCR test is negative, they will no longer need to self-isolate but will continue to carry out the remainder of the daily tests. • Individuals with negative test results continue to attend school unless they have been advised by NHS Test and Trace or another health professional to stay at home. • Staff and pupils undergoing testing are supplied with lateral flow device (LFD) test kits to self-swab and test themselves twice a week at home. • Staff, pupils and parents are fully informed of the testing programme. • Parents and other visitors are asked to take an LFD test before entering the school. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • Individuals report their results to NHS Test and Trace as soon as the test is completed, either online or by telephone. • If the test result is positive, staff inform the school of the result and the school will call the Self-Isolation Service Hub on 020 3743 6715 to make them aware. • Individuals who receive a positive result from an LFD test complete a 10-day period of self-isolation and are asked to arrange a confirmatory PCR test. • Individuals who test positive using an LFD test arrange their PCR test within 2 days of the positive result. All positive results from LFD tests, whether conducted at home or at school, are confirmed with a PCR test. • Staff, pupils and parents are made aware that negative results from confirmatory PCR tests taken within 2 days of LFD tests override positive results from LFD tests; therefore, individuals who receive negative PCR test results can return to school, provided they do not have symptoms. • Anyone in school who displays symptoms is encouraged to get a PCR test. • If the school believes a symptomatic individual may face barriers to accessing a PCR test elsewhere, the school provides them with a PCR test. • PCR tests stored on the school site are stored securely at ambient room temperature (5 to 22°C). • The school considers offering a symptomatic staff member a PCR test if they cannot otherwise access testing quickly and if the individual is vital to the running of the school. • Individuals are asked to inform the school immediately of test results. • If an individual tests negative, they feel well and no longer have coronavirus symptoms, they, and the members of their household, can stop self-isolating as long as: <ul style="list-style-type: none"> • They were not told to self-isolate for 10 days from the day after contact with the individual who tested positive by NHS Test and Trace. • They feel well. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • If an individual tests positive, they are required to self-isolate for 10 days (unless they have a negative LFD test on day 6 and 7) from the onset of symptoms and then return to school only if they do not have symptoms other than a cough, or loss of or change in their sense of smell or taste. Other members of their household are required to continue self-isolating for the full 10-day period unless they are fully vaccinated adults or under the age of 18. • Testing kits are stored indoors between a temperature of 2 to 30°C. • Individuals are instructed to collect test kits from the designated collection point. • <p><u>ATTENDANCE</u></p> <ul style="list-style-type: none"> • The school informs parents and pupils that attendance is mandatory for all pupils, unless they are self-isolating. • Parents are informed that the usual rules on school attendance apply – this means parents have a duty to ensure that their child attends regularly. • The attendance register is taken as normal and absences are followed u. • Where a pupil is unable to attend the site because they are complying with clinical and/or public health advice, they are offered access to remote education immediately. • Any concerns from staff, parents and pupils about being on the school site are discussed between appropriate individuals. • Pupils who are reluctant or anxious to attend school are identified and relevant staff members develop plans to reengage these pupils. • The school uses the additional catch-up funding, as well as existing pastoral and support services, resources and funding, to put in place measures for those families who need additional support to secure pupils' regular attendance. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • Staff and pupils who have returned to the UK from foreign countries within the last month complete the necessary quarantine period, as outlined in the government's guidance, before attending school. • The school works with the LA to engage with families who are abroad to understand the pupils' circumstances and their plans to return. The school will encourage families to return where they are able to, emphasising the benefits of regular school attendance and reminding them that school attendance is mandatory. • Where possible, remote education will be provided for pupils who are abroad, and facing challenges to return due to coronavirus-related travel restrictions, for the period they are abroad. 		
Hygiene and Infection Control				
Lack of communication through NHS test and trace	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • The school makes staff aware that is not responsible for Test and Trace contacting. This will be conducted by the NHS Test and Trace service. • The school makes staff aware that the NHS Test and Trace service will inform staff and pupils if they have been in close contact with a positive case of coronavirus and will advise them to take a PCR test. • The school makes staff and pupils aware that, where NHS Test and Trace or the local HPT will contact them directly to inform them if they have been in contact with a suspected or confirmed case of coronavirus, including Omicron cases, and that they should follow any further advice given on what to do next. • The school continues to work with local HPTs in the event of a school or local outbreak. • Staff members and parents are informed that they will need to engage with the NHS Test and Trace programme if they are contacted, meaning they need to be ready and willing to: <ul style="list-style-type: none"> - Book a PCR test if they (or their child) display symptoms. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> - Provide details of anyone they (or their child) have been in close contact with if they were to test positive for coronavirus or are asked by NHS Test and Trace. - Take a test if they have been in close contact with someone who develops coronavirus symptoms or someone who tests positive. - Self-isolate if they display symptoms or produce a positive test. • Staff and pupils aged 16 and over are encouraged to download the NHS Test and Trace app – rules on mobile phones in school are relaxed to accommodate this. • Individuals are informed that, if they receive notification via the NHS Test and Trace app that they have been in close contact with a positive case, they must inform the school immediately. • Individuals who test positive are encouraged to report the result on the NHS Test and Trace app. • If a pupil receives notification to self-isolate, the school ensures appropriate arrangements are in place for the pupil to self-isolate when they are directed to, and begin remote learning. • If a member of staff receives notification that they need to self-isolate, the school will consider the action that needs to be taken to ensure continuity of education. 		
Individuals displaying Symptoms of Coronavirus (COVID-19) whilst attending the school premises and spreading the virus to others Most common symptoms of COVID-19 are:	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups 	<ul style="list-style-type: none"> • Staff, parents, pupils and visitors are informed of the national legal requirements regarding self-isolation. • Staff, parents and pupils are made aware that from 14 December 2021, the following individuals who are identified as close contacts of someone with coronavirus should take a lateral flow device (LFD) test every day for 7 days instead of self-isolating – this is the same for all cases of coronavirus, not just the Omicron variant: <ul style="list-style-type: none"> • Fully vaccinated adults – people who have had two doses of an approved vaccine 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
<ul style="list-style-type: none"> ➤ A new and persistent cough; or ➤ A high temperature; or ➤ A loss of or change in, their normal sense of taste or smell (Anosmia) 	<p><i>(may contract Coronavirus COVID-19 infection which spreads from person to person through small droplets, aerosols and through direct contact. Surfaces and belongings can also be contaminated with COVID-19 when people with the infection cough or sneeze or touch them. The risk of spread is greatest when people are close to each other, especially in poorly ventilated indoor spaces and when people spend a lot of time together in the same room.</i></p> <p><i>COVID-19 symptoms can range from mild (or no symptoms) to severe respiratory illness, which can be fatal).</i></p> <p><i>The new variant appears to affect all ages, but there is no evidence to date of any changes in the severity of the disease among any age groups, including children and young people).</i></p>	<ul style="list-style-type: none"> • All children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status • People who are not able to get vaccinated for medical reasons • People taking part, or have taken part, in an approved clinical trial for a coronavirus vaccine • Staff and pupils are informed that if they have been identified as a close contact will report the results of their daily testing through the Online Reporting System and to the school. If they test negative, they should continue to attend school. If they test positive, they will self-isolate and order a PCR test to confirm the result. If the PCR test is negative, they will no longer need to self-isolate but will continue to carry out the remainder of the daily tests. • The school follows any further advice from its local Incident Management Team following a suspected or confirmed case of the Omicron variant in the school community. • Pupils are informed that they will only need to isolate if they produce a positive test or develop symptoms. • Staff are made aware that fully vaccinated adults, or adults who are not able to get vaccinated for medical reasons, who are identified as a close contact of a positive case do not need to self-isolate unless they develop symptoms or produce a positive test. • Staff who have only had one dose of the vaccine are made aware that they still need to self-isolate if identified as a close contact until two weeks after receiving their second dose. • Anyone over the age of 18 years and 6 months who is not vaccinated is made aware that they must self-isolate in line with government guidelines if they are identified as a close contact of a positive case. • Instances of staff, pupils, visitors and volunteers displaying symptoms of coronavirus are managed in line with local and national guidance. • Pupils and parents are made aware that staff and students over the age of 18 should follow the same self-isolation rules as those under 18 until six months 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>after their 18th birthday, at which point they will begin to follow the same rules as adults. This time should be used to ensure they are vaccinated if possible.</p> <ul style="list-style-type: none"> • If anyone in the school develops coronavirus symptoms while at school, they are: <ul style="list-style-type: none"> - Sent home to begin isolation – the isolation period includes the day the symptoms started and the next 10 full days (unless they have a negative LFD test on day 6 and 7 of their self-isolation period which means they can end their self-isolation). - Advised to follow the guidance for households with possible or confirmed coronavirus. - Advised to arrange a PCR test as soon as possible. • Pupils being sent home after displaying symptoms who are awaiting collection by a parent are moved to a room where they can be isolated behind a closed door, with an open window for ventilation where possible. If it is not possible to isolate the pupil, they are moved to an area which is at least two metres away from others. If required, a member of staff supervises the pupil. • Where contact with a pupil's parents cannot be made, appropriate procedures are followed in accordance with those outlined in government guidance. • In exceptional circumstances, where a pupil's parents cannot arrange to have their child collected, if it is age-appropriate and safe to do so, the child is directed to walk, cycle or scoot home. If this is not possible, the school makes alternative arrangements. • Symptomatic individuals who are sent home are directed to not use public transport to get home. • If the pupil needs to use the toilet while awaiting collection, they use a separate bathroom if possible. The bathroom is cleaned and disinfected using standard cleaning products before being used by anyone else. • Emergency assistance is called immediately if the pupil's symptoms worsen and they require further medical care. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • PPE is worn by supervising staff if direct personal care is needed and they cannot maintain a distance of two metres. • Anyone who comes into contact with a symptomatic individual washes their hands thoroughly for 20 seconds with soap and running warm water or hand sanitiser. The area around the symptomatic individual is cleaned with normal household bleach after they have left the premises. • Staff members who have helped someone with symptoms and any pupils who have been in close contact with them are informed that they do not need to self-isolate unless they develop symptoms themselves. • The school does not routinely take the temperature of pupils unless they display symptoms. • The school refuses to admit a pupil who is displaying symptoms of coronavirus where their parents are insisting their child attends if, in its reasonable judgement, the pupil poses a risk of infection to other members of the school community. 	<ul style="list-style-type: none"> • Routinely taking the temperature of pupils will <u>not</u> be undertaken, as this is an unreliable method for identifying Coronavirus (COVID-19). 	
Transmission of Coronavirus (COViD-19) due to Asymptomatic Persons being on the School site	<ul style="list-style-type: none"> • Staff • Students • Parents & Carers • Visitors (Contractors, Suppliers and support staff for Students with SEND etc.) • Vulnerable Groups <p><i>(may contract Coronavirus (COVID-19) due to asymptomatic persons being on school site putting them at risk and could result in some transmissions in schools going undetected. This is</i></p>	<ul style="list-style-type: none"> • Staff including ancillary staff will continue to be provided with the ability to test with LFDs twice a week at home, as per existing guidance on testing for staff in primary schools and nurseries. • School will continue to order LFT packs for families who request them. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
	<i>a particular concern given high transmissibility of new variants).</i>			
Getting or spreading Coronavirus (COVID-19) by individuals not washing/sanitizing their hands, or not cleaning them adequately	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract or spread Coronavirus COVID-19 by not washing or sanitising their hands, or not cleaning their hands thoroughly.</i></p> <p><i>Coronavirus (COVID-19), including the new variant, is an easy virus to remove when it is on the skin using soap and running water or hand sanitiser)</i></p>	<ul style="list-style-type: none"> • Current Government guidance is being followed for all building users to clean their hands thoroughly more often than usual for at least 20 seconds. • Sufficient handwashing facilities available throughout the school for the expected number of building occupants, with soap, hot and cold running water and means of drying hands, ie, paper towels. • Monitoring arrangements in place to ensure sufficient supplies of hand soap, paper towels and hand sanitiser are maintained. • Alcohol-based hand sanitiser stations (containing at least 60% alcohol) will be placed at building entrance/exit points. Additional hand sanitiser will be located in classrooms and other learning environments where access to handwashing is not readily available. These will be replenished regularly. • 'Use hand sanitiser' safety sign and NHS 'alcohol hand rub hand hygiene technique – for visibly clean hands' posters displayed adjacent to hand sanitiser stations. • Children to be supervised whilst using alcohol-based hand sanitiser given the risks around ingestion. • Handwashing with soap and running water/hand sanitising is regularly scheduled into the school day. This is to continue for the foreseeable future. • All staff, children and young people and visitors will be reminded to: <ul style="list-style-type: none"> ➢ Frequently wash their hands with soap and water. ➢ Clean their hands: upon arrival at the school/setting, after using the toilet, when returning after breaks, after changing rooms, before and after eating (including snacks), after blowing their nose, sneezing or coughing and before leaving the school/setting. ➢ Avoid touching their mouth, eyes and nose, and to use a tissue when coughing or sneezing, following the NHS 'Catch it, Bin it, Kill it' approach. Signage/posters reinforcing these messages will be displayed throughout the school/setting. • Children will be supervised to ensure they wash their hands correctly. Young children and pupils with complex needs, who may have trouble cleaning their 	<ul style="list-style-type: none"> • 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>hands independently, will continue to be supported by staff. Skin friendly skin cleaning wipes used as an alternative, where required.</p> <ul style="list-style-type: none"> • Young children will be encouraged to learn and practice these good hygiene habits through games, songs and repetition. • Teachers have access to free resources and materials to encourage good hand hygiene via the e-Bug Coronavirus (COVID-19) website. 		
Getting or spreading Coronavirus (COVID-19) by not following or promoting good respiratory hygiene	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract or spread Coronavirus COVID-19 by not following or promoting good respiratory hygiene on the school premises)</i></p>	<ul style="list-style-type: none"> • Current Government guidance followed to ensure good respiratory hygiene by promoting the NHS 'Catch it, Bin it, Kill it' approach. • Posters are displayed that remind pupils and staff about the NHS 'Catch it, Bin it, Kill it' approach and importance of handwashing. These are displayed around the school, particularly by washbasins/toilets and at entry/exit points. • Sufficient numbers of tissues and non-touch, lined and lided bins, are available within the school to enable staff and pupils to follow the NHS 'Catch it, Bin it, Kill it' approach, with additional bins ordered as necessary. Swing top bins, if used, must be cleaned more frequently. • Younger children and those with special educational needs will be supported to maintain good respiratory hygiene and be taught that good respiratory hygiene is part of how the school operates. • Teachers have access to the e-Bug Coronavirus (COVID-19) website for free resources and materials to encourage good respiratory hygiene. • For pupils with complex needs, who would struggle to maintain good respiratory hygiene as their peers (eg, those who spit uncontrollably or use saliva as a sensory stimulant) a separate risk assessment will be completed to support those pupils and the staff working with them. • Monitoring arrangements in place to ensure sufficient supplies of tissues are maintained. • Bins are regularly emptied and disinfected. • A stock of fluid-resistant surgical masks are maintained and made available for staff who cannot socially distance (for use if they are required to provide first aid / intimate care to pupils with COVID-19 symptoms). 		
Getting or spreading Coronavirus (COVID-19) by not cleaning, or	<ul style="list-style-type: none"> • Staff • Children & Young People 	<ul style="list-style-type: none"> • Current Government guidance is being followed through the introduction of enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents 	<ul style="list-style-type: none"> • Contingency plan may result in rooms have been 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
not adequately cleaning surfaces, equipment and workstations adequately	<ul style="list-style-type: none"> • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract or spread Coronavirus COVID-19 by touching a surface or object that has been contaminated with the virus when an infected person has coughed, sneezed or touched them, which has not been cleaned, or has not been adequately cleaned, and then touching their mouth, nose, or eyes)</i></p> <p><i>Increased frequency of cleaning of general room surfaces reduces the presence of the virus and the risk of contact)</i></p>	<ul style="list-style-type: none"> • The cleaning schedule has been reviewed. This includes: <ul style="list-style-type: none"> ➢ using standard cleaning products such as detergents and disinfectants, paying attention to all surfaces and objects, but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices, taps, kettles, fridges, microwaves, cupboards, keyboards and phones. ➢ As a minimum, wiping down frequently touched surfaces twice a day, and one of these will be at the beginning or the end of the working day. Cleaning will be more frequent in rooms and shared spaces which are used by a large number of people, at entrance and exit points, where people access handwashing and hand-sanitising facilities, and of frequently touched surfaces within bathrooms and communal kitchens. This will be undertaken by the staff who are using that particular area such as teachers, TA's and Admin staff. ➢ Cleaning of shared work areas, tools and equipment after each use by Staff using cleaning wipes or cleaning materials provided, where possible. • The School's Business Manager/Site Manager ensures delivery of the induction package to directly employed cleaning staff so that they fully understand their role in preventing the spread of Coronavirus. Where cleaning staff are provided by the Local Authority or other third party Cleaning Contractor, this will be conducted by the respective employer in consultation with the school and copies of their risk assessments will be reviewed and held on file at the school). • Workstations are cleared at the end of the day or shift so that they can be properly cleaned. • Where possible, non-touch and lined bins (eg, open-topped bin or foot-operated lids) will be provided throughout the school/setting for disposal of used tissues, which are emptied regularly throughout the day. Where swing top bins are in use, the lids will be cleaned frequently throughout the day. • Disposable paper towels provided within staffroom and kitchen areas for drying hands/dishes. • Suitable cleaning materials will be provided and stock checks will be regularly undertaken with cleaning materials replenished as necessary. 	decluttered and difficult to clean items have been removed, to make cleaning easier and reduce the likelihood of contaminating objects.	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • PHE's Guidance on COVID-19 Cleaning in Non-Healthcare Settings Outside the Home followed for general cleaning of the school site and when cleaning the premises due to a known or suspected case of COVID-19:- <ul style="list-style-type: none"> ➢ Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids, such as corridors, will be cleaned thoroughly as normal using standard cleaning products. ➢ All surfaces that a symptomatic person has come into contact will be cleaned and disinfected, including: objects which are visibly contaminated with body fluids and all potentially contaminated and frequently touched areas. • Cleaning staff will be issued with and wear disposable gloves and plastic aprons for general cleaning. However, if an area has been heavily contaminated, such as with visible bodily fluids, from a person with suspected Coronavirus (COVID-19), the use protection for the eyes (ie, safety goggles or face shield), mouth and nose (fluid-resistant surgical face mask - Type IIR), will also be worn. • Clear guidance provided to cleaning staff on the cleaning of specific areas, particularly toilet and wash areas, to make sure they are kept clean and social distancing is achieved as much as possible. 		
Inappropriate handling and disposal of waste	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may become infected with COVID-19 through inappropriate handling, storage or disposal of</i></p>	<ul style="list-style-type: none"> • Waste will be disposed of in line with the Government's guidance on cleaning for non-healthcare settings. • Routine waste will be disposed of as normal, placing any used cloths or wipes in 'black bag' waste bins. • Waste and cleaning materials from possible/positive cases and cleaning of areas where possible/positive cases have been (including tissues, disposable cloths, disposable PPE) will be placed in a plastic rubbish bag and tied when full; then placed into a second bin bag and tied. It will then be stored in a suitable and secure location, away from children and separated from communal waste areas, and marked for storage for at least 72 hours and put in with the normal waste. • Where storage of such waste for at least 72 hours is not appropriate, the waste will be placed into a clinical waste bag and a Category B infectious waste collection will be arranged via the school's/settings's usual specialist 	<ul style="list-style-type: none"> • 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
	<i>infectious waste)</i>	Clinical Waste Collection Service, so the waste can be sent for appropriate treatment.		
Safe Distancing				
Inability maintain social distancing	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups 	<ul style="list-style-type: none"> • Staff and pupils are informed they do not need to adhere to social distancing measures in school unless directed. • Pupils are informed they do not need to be separated into bubbles in school. • In the event of a school or local outbreak, the school adheres to the advice of a director of public health, which may include returning to social distancing measures, including pupil bubbles, temporarily. 	<ul style="list-style-type: none"> • Where contingency plans are activated due to an outbreak of Covid-19 consideration will be given to having children and young people in classrooms and other learning environments seated side by side with desks positioned forward facing rather than face to face or side on. Spare chairs and desks/tables have been removed, where necessary, to make more room. • Where contingency plans are activated due to an outbreak of Covid-19 consideration will be given to Teachers' desks being re-positioned at least 2 metres away from pupil desks 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Getting or spreading coronavirus in common use high traffic areas (ie, corridors, halls, staffrooms) and other communal areas where people may congregate	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract or spread Coronavirus in common use high traffic areas (ie, narrow corridors, staffrooms, kitchens, halls, pinch points, halls, reception, meeting rooms, toilet facilities, entry/exit points to facilities/the premise, lifts, changing rooms, storage areas) and other communal areas where: people may congregate; social distancing may be difficult; people may touch the same surfaces or shared equipment (eg, kettles, shared condiments, etc); or areas and surfaces that are frequently touched are difficult to clean).</i></p>	<ul style="list-style-type: none"> • toilet blocks and handwashing stations/facilities are supervised • Reception counters with screening in place to protect Reception staff <p>Staffrooms and Shared Working Spaces</p> <ul style="list-style-type: none"> • Workstations will be assigned to an individual, if possible. However, where this is not possible, and they need to be shared, workstations will be cleaned by individual users before and after each use, using cleaning products provided. • Staff are encouraged to bring in their own cutlery and dishes for personal use, however, where the materials need to be shared, these items and any surface will be cleaned by individuals before and after each use using cleaning materials provided. <p>Face Coverings</p> <ul style="list-style-type: none"> • In line with Government's approach, face coverings will not be required to be worn in the classroom environment. However, should a member of Staff or Pupil choose to wear them, they will be supported. <ul style="list-style-type: none"> - Staff and visitors are required to wear face coverings when moving around the school premises outside of classrooms, and in communal areas, unless they are exempt. • In the event of a school or local outbreak, the school adheres to advice from a director of health that may include requiring face coverings temporarily in classrooms for staff, pupils and visitors. • Staff are expected to use personal risk-based judgements when deciding where a face covering should be worn. • A small contingency supply of face coverings will be held and made available to any staff or visitors where they have struggled to access a face covering, where it has become soiled or damaged, or where it has been forgotten. Temporary face coverings will be disposed of in a black bag waste bin (not 	<ul style="list-style-type: none"> • Congregational assemblies and other large gatherings will be reduced should the contingency plan for the school be activated. • The contingency plan will identify the need to resume virtual assemblies and other large gatherings or with individual groups in their allocated classroom spaces rather than bringing children from different classes together into one hall or large space, where close mixing will suspend the requirement for the activities. • Face coverings may be required should the contingency plan dictate the need to re-introduce the measure. 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>recycling bin). Reusable face coverings will be placed in a plastic bag that can be taken home with the individual, and then hands will be washed again.</p> <ul style="list-style-type: none"> • Staff are made aware that, from 30 November, they must wear face coverings on public transport, unless exempt. • The school remains sensitive to the fact that some people are less able to wear face coverings and that the reasons for this may not be visible to others. • Transparent face coverings, which may assist communication with someone who relies on lip reading, clear sound or facial expressions to communicate, are worn where appropriate. • Face coverings are not worn by a person who is speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expressions to communicate. • Face visors or shields are not worn as an equivalent alternative to face coverings; however, they can be worn by those exempt from wearing face coverings. • Face visors or shields are only used after carrying out a risk assessment for the specific situation and always be cleaned appropriately. • Individuals are provided with clear instructions on how to put on, remove, store and dispose of face coverings. This includes instructions to: <ul style="list-style-type: none"> - Clean hands before and after touching a face covering. - Store face coverings in individual, sealable plastic bags. - Avoid wearing damp face coverings. • Where face coverings are required, individuals are not prevented from entering or attending school on the grounds that they are not wearing a face covering. • The school has a contingency supply of face coverings. • Anyone struggling to access a face covering, or unable to use their face covering because it has been forgotten or soiled, is provided with one from the school's contingency supply. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • Face coverings should be worn in enclosed and crowded places – this includes on school transport. 		
Use of Shared Equipment and Resources	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may become infected by touching equipment and resources that have the COVID-19 virus on them, and then touching their mouth, nose, or eyes).</i></p>	<ul style="list-style-type: none"> • Activities that involve the use of shared resources/equipment will be monitored. • To prevent the sharing of stationery and other equipment where possible, staff and classes will be provided with their own set of frequently used items such as pens, pencils and erasers, etc. • Classroom based resources such as books and games that are used and shared within the designated groups will be cleaned regularly, along with all frequently touched surfaces. • Soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) will be removed from use or kept to a minimum. • Practical lessons will only be undertaken if shared equipment and resources can be cleaned thoroughly and the classroom or other learning environment is occupied by the same children or young people in one day, or properly cleaned between class groups. • The sharing of outdoor play equipment (including fixed play equipment) will resume. • Where outdoor play equipment has to be shared, it will be cleaned frequently • The amount of equipment children and young people bring into school each day will remain limited to essentials such as: lunch boxes, hats, coats, books and stationery. Bags will be allowed. 	<ul style="list-style-type: none"> • Where the contingency plan is activated the use of shared resources will be reduced • Contingency plan may require any resources that are shared between class groups, such as sport, art and science equipment, will be cleaned frequently and meticulously and always between different class groups, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics). An assessment will be undertaken to identify any equipment that will not be able to withstand cleaning and disinfecting between use, before being put back into 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
			general use. If cleaning and disinfecting is not possible or practical resources will be restricted to one user or left unused for a period of 48 hours (72 hours for plastics) between use by different individuals.	
Poor ventilation of occupied spaces (ie, classrooms, staffrooms, offices, dining halls, etc) leading to risks of Coronavirus (COVID-19) spreading.	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract or spread Coronavirus (COVID-19) through poor ventilation of occupied spaces (ie, classrooms, staffrooms, offices, dining halls, etc)</i></p>	<ul style="list-style-type: none"> • Current Government guidance is being followed by keeping occupied spaces well ventilated. • Any poorly ventilated spaces will be identified, giving particular consideration when holding events where visitors such as parents are on site, for example, school plays. • All occupied spaces (ie, classrooms, staffrooms, offices, dining halls, etc) will be kept well ventilated and a comfortable teaching environment maintained. Heating will be used as necessary to ensure comfort levels are maintained, • Natural ventilation via windows will be used as far as possible and where available occupied room windows will be opened. (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 be opened, where possible, to assist with creating a throughput of air (as long as they are not fire doors and where safe to do so. If necessary, external opening doors will also be opened. • Where mechanical ventilation systems are used, they will be adjusted to increase the ventilation rate wherever possible and have been checked by a competent person to confirm that normal operation meets current guidance (where possible, systems will be adjusted to full fresh air or, if not possible then systems will be operated as normal (as long as they are within a single room and supplemented by an outdoor air supply). They will be serviced and 	<ul style="list-style-type: none"> • 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>maintained in accordance with manufacturer's guidance to ensure optimum performance.</p> <ul style="list-style-type: none"> • The Health and Safety Executive's guidance on Air Conditioning and Ventilation during the Coronavirus Outbreak will be observed. • To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures will also be used as appropriate:- <ul style="list-style-type: none"> ➢ opening high level windows in preference to low level to reduce draughts. ➢ increasing the ventilation while spaces are unoccupied (for examples, between classes, during break and lunch, when a room is unused). ➢ providing flexibility to allow additional, suitable indoor clothing. ➢ Re-arranging furniture where possible to avoid direct drafts. • Heating will be used as and when necessary to ensure comfort levels are maintained especially within occupied areas. 		
Personal Protective Equipment				
Inadequate provision, handling or use of Personal Protective Equipment (PPE)	<ul style="list-style-type: none"> • Staff • Children & Young People • Vulnerable groups <p><i>(may become infected with COVID-19 due to a lack of suitable PPE for undertaking intimate care or cleaning tasks, or caring for a symptomatic child/young person, incompatibility of PPE, lack of instruction and training on its proper use)</i></p>	<ul style="list-style-type: none"> • Current government guidance regarding the wearing of appropriate personal protective equipment (PPE), where appropriate. • Existing routine use of PPE will continue for care of non-symptomatic children and young people who have intimate care needs or who present behaviours which may increase the risk of droplet transmission (such as spitting). • Appropriate PPE will be provided and worn by staff caring for any symptomatic child/young person whilst they await collection, if a distance of 2m cannot be maintained (ie, a very young child or child with complex needs). These include: <ul style="list-style-type: none"> ➢ A Fluid Resistant Surgical Face Mask (Type IIR) - if a distance of 2m cannot be maintained. ➢ Disposable gloves, plastic apron and a Fluid Resistant Surgical Face Mask (Type IIR) - if contact is necessary. ➢ Eye protection (ie, safety goggles or face shield) - if a risk assessment determines that there is a risk of fluids entering the eye, for example, from coughing, spitting or vomiting. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> • Cleaning staff will be issued with and wear disposable gloves and plastic aprons for general cleaning. However, if an area has been heavily contaminated, such as with visible bodily fluids, from a person with suspected Coronavirus (COVID-19), the use protection for the eyes (ie, safety goggles or face shield), mouth and nose (fluid-resistant surgical face mask - Type IIR), will also be worn. • Government guidance on Safe Working in Education, Childcare and Children's Social Care referenced for preventing and controlling infection, including the use of PPE. • Staff trained on: how to put PPE on and take it off safely, the need for its use, the need for scrupulous hand hygiene in order to reduce self-contamination and how to dispose of PPE correctly. • Stocks of PPE are regularly monitored and replenished. • Local supply chains have been established for the obtaining of PPE. • Only PPE that is CE marked and purchased from a reliable source will be used by staff. <ul style="list-style-type: none"> ➢ Staff to be reminded:to avoid touching their face, eyes, nose or mouth when wearing PPE (ie, gloves). ➢ that torn or otherwise damaged PPE is not to be used and removed immediately if this occurs during use. ➢ to cover any cuts and abrasions with a waterproof dressing. ➢ that the wearing of gloves is not a substitute for good hand washing protocols. • Used PPE is disposed of properly using bins provided around the school. Staff and pupils are told not to use recycling bins for the disposing of PPE. • All PPE waste is put in a plastic rubbish bag which, once full, is tied and placed in a second tied bag and stored in a suitable and secure place, marked for storage for 72 hours. Following this period, it is put in the communal waste area. 		

What are the hazards?	Who might be harmed and how?	Current control measures	Any additional control measures required	Date Actioned
Don't forget long term health hazards	Identify groups of people and how the hazard could cause them harm	List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc		
Outbreak Management (Contingency Plans)				
Lack of engagement with the NHS Test and Trace Service leading to potential outbreaks occurring	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may be exposed to Coronavirus (COVID-19) infection should there be an outbreak in the school as a result of ineffective arrangements for testing and self-isolation of infected persons)</i></p>	<ul style="list-style-type: none"> • Current Government guidance is being followed by engaging with the NHS Test and Trace process, where required. • School leaders understand the complexity of the arrangements for testing and self-isolation and ensure that staff and parents are fully aware of their objections under NHS Test and Trace requirements. • Advice sheets are prepared in the event that a child is sent home with symptoms, for the parents of that child and other members of the class. • A temporary record of all staff, children and young people, parents and visitors using the school (and of any mixing of class groups) will be held for a period of 21 days, in a manageable way, to assist with NHS Test and Trace requests for data, if needed, to stop the onward spread of the virus in the school and wider society. • The school will notify the Local Test and Trace Team, who will liaise with PH where required, should they reach any of the identified thresholds as specified in the https://www.gov.uk/government/publications/coronavirus-covid-19-local-restrictions-in-education-and-childcare-settings <ul style="list-style-type: none"> ➢ 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or ➢ 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period For special schools, residential settings, and settings that operate with 20 or fewer children, pupils, students and staff at any one time: ➢ 2 children, pupils, students and staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period Identifying a group that is likely to have mixed closely will be different for each setting. ➢ The headteacher will refer to annex of the guidance for their school sector, but a group will rarely mean a whole setting or year group. 	<ul style="list-style-type: none"> • Staff induction for return to full school re-opening to include reiteration of information about the NHS Test and Trace process. 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Inadequate management of confirmed cases of Coronavirus (COVID-19) amongst the school community	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may be exposed to Coronavirus (COVID-19) as a result of the school not taking swift action to respond to a positive case)</i></p>	<ul style="list-style-type: none"> • Current Government guidance is being followed to manage confirmed cases of Coronavirus (COVID-19) amongst the school community. • Contact details for local Public Health England Team and Local Authority Health and Safety Team are readily to hand. • Arrangements are in place to notify the appropriate authorities of any cases that test positive (eg, the local Public Health Team, the Local Authority and the DfE, as required). • A confidential record is maintained of all staff and pupils who are self-isolating who have tested positive. These records are kept up to date and carefully tracked so that no pupils or staff are accepted back into school before the isolation period has elapsed. • Use is made of any template letters provided by Public Health England/Local Authority as directed locally. • Support and advice are sought from the Public Health/Health and Safety Section for any queries/complex cases. Further advice is sought from the DfE/PHE as required. 	<ul style="list-style-type: none"> • 	
Inadequate management of an outbreak of Coronavirus (COVID-19) within the school	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may be exposed to Coronavirus (COVID-19) as a result of the school not taking swift or appropriate action to manage an outbreak)</i></p>	<ul style="list-style-type: none"> • Current Government guidance to contain any outbreak by adhering to local Health Protection Team advice is being followed. • A St Helens Council Outbreak Management Plan has been developed to rapidly respond to help contain any clusters of infection or outbreaks, with business contingency plans put in place should several people in the school be asked to self-isolate or the school is put in lockdown. • Advice provided by the local Health Protection Team is acted on immediately. • Good working relationships are established and maintained enabling rapid communication with the Local Authority and local Public Health England. 	<ul style="list-style-type: none"> • 	

What are the hazards?	Who might be harmed and how?	Current control measures	Any additional control measures required	Date Actioned
Don't forget long term health hazards	Identify groups of people and how the hazard could cause them harm	List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc		
Staff and Pupil Wellbeing				
Transmission of the virus to a person who is particularly vulnerable to Coronavirus (COVID-19)	<ul style="list-style-type: none"> Adults who have not been offered or declined 2 vaccine doses Higher risk groups (ie, older males, have a high body mass index (BMI), have health conditions such as Diabetes or are from some Black, Asian or minority ethnicity (BAME) backgrounds Pregnant women (>27 weeks pregnant or who have an underlying health condition) <p>(may be at higher risk of being infected and/or an adverse outcome if they become infected with COVID-19)</p>	<ul style="list-style-type: none"> All staff are encouraged to get both doses of the COVID-19 vaccine when offered it. The importance of individual and wider workforce engagement, buy-in and co-operation are regularly highlighted by Senior Management to ensure existing control measures identified in this risk assessment (ie, adequate ventilation, good hygiene and cleaning) are strictly applied within the workplace. Individual discussions will be held between Managers and staff in higher-risk groups returning to the workplace to: discuss any particular COVID-19 related concerns they may have; discuss the risk management measures put in place to minimise transmission to keep them, and others, safe; explain the control measures that will be or have already been put in place to protect them and other staff; and discuss their individual needs and support them in taking any additional precautions advised by their Clinicians. All staff, including those in higher-risk groups, are able to access all protections that are necessary, eg, during night shifts, when working remotely or working alone. This includes access to PPE stocks and cleaning materials, etc. Staff who are Clinically Extremely Vulnerable (CEV) will, as a minimum, follow the same guidance as everyone else. However, they will also be advised to follow the NHS Advice for People at High Risk from Coronavirus (CEV) and Government guidance on Protecting People who are CEV. Pregnant women will, as a minimum, follow the same guidance as everyone else. However, where they are more than 27 weeks pregnant, or if they are pregnant and have an underlying health condition that puts them at a greater risk of severe illness from COVID-19 at any point in pregnancy, they will be advised to consider limiting close contact with people they do not normally meet with regularly in order to reduce the risk of catching COVID-19. (Further advice on Pregnancy and Coronavirus (COVID-19) is available via NHS.UK together with advice on Pregnancy, Breastfeeding, Fertility and Coronavirus (COVID-19) Vaccination and the Royal College of Obstetricians and Gynaecologists' Combined Information Sheet and Decision Aid on COVID-19 vaccination). 	<ul style="list-style-type: none"> Those individuals who are classed as Clinically Vulnerable will continue to attend school. Individual risk assessments for vulnerable Staff and Children and Young People to be reviewed and updated. 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> Separate individual risk assessments will be completed for any Children and Young People determined by a medical practitioner as being clinically extremely vulnerable and more susceptible to severe illness or poor outcomes from COVID-19. All reviews of staff roles and safety will be non-discriminatory and take into consideration equality considerations and protected characteristics as defined under the Equality Act 2010, eg, disabled staff. Reasonable adjustments will be made to avoid workers with disabilities or physical and mental health conditions being put at any substantial disadvantage, where necessary, for example: allowing someone with social anxiety disorder to have their own desk, installing a ramp for a wheelchair user, provided ground floor accommodation for a wheelchair user, etc. 		
Contact Dermatitis, skin irritation, exacerbation of existing skin conditions	<ul style="list-style-type: none"> Staff <p><i>(may suffer contact Dermatitis, skin irritation or exacerbation of an existing skin condition as a result of frequent hand washing)</i></p>	<ul style="list-style-type: none"> Staff encouraged to regularly use moisturising hand cream to prevent skin from drying and cracking, and to report any skin conditions or new skin symptoms (ie, Psoriasis or Dermatitis) affecting the hands as a result of frequent handwashing. Access to the Council's Occupational Health Advisor for further advice on skin care/monitoring. 		
Inappropriate use of Alcohol-based Hand Sanitisers or Hand Rub that contains at least 60% alcohol	<ul style="list-style-type: none"> Staff Children & Young People Parents & Carers Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) Vulnerable Groups <p><i>(may cause alcohol poisoning if ingested and may be ineffective against</i></p>	<ul style="list-style-type: none"> COSHH Risk Assessment completed for use of hand rub/sanitiser within the school/setting. Hand sanitiser/hand rub will only be used where access to hand washing with soap and running water is not readily available and where hands are not visibly soiled. Bottles of hand sanitiser/hand rub to be stored out of the sight and reach of young children to reduce unintended, adverse consequences. Where hand sanitisers has to be used by children and young people, this will be used under strict adult supervision. Staff, children and young people encouraged to report any adverse effects experienced with the use of hand sanitizer/hand rub, with advice sought from GP where serious reactions occur. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
	<i>the virus if used incorrectly</i>			
Travelling to School during the outbreak	<ul style="list-style-type: none"> • Staff • Parents/Carers • Children and Young People <p><i>(may become infected by coming into close contact with someone who has COVID-19, by respiratory droplets produced when an infected person coughs, sneezes, or talks; or by touching a surface or object that has the virus on it, and then touching their mouth, nose, or eyes).</i></p>	<ul style="list-style-type: none"> • Travel arrangements will be revised in accordance with Part B of the Government guidance for Dedicated Transport to Schools and other Places of Education (2020 to 2021). • Where use of public transport is necessary, users are to conform with all requirements, eg, wearing face coverings, etc, following the Safer Travel Guidance for Passengers. • Staff, children and young people are supported to walk, cycle or drive to work wherever possible, with the provision of safe bike storage, showers, lockers, free parking, etc. 	<ul style="list-style-type: none"> • Flexible/staggered start and finish times enabled so that staff can avoid travelling at peak times, may be re-introduced where local rules by the DPH dictate such requirements. 	
Inadequate Induction of New and Temporary Staff	<ul style="list-style-type: none"> • Staff (including Supply Teachers and other temporary workers) • Children & Young People <p><i>(may suffer injury or ill health through a lack of understanding on the hazards and risks they may face, the control measures in place and emergency procedures to be followed)</i></p>	<ul style="list-style-type: none"> • New and Temporary staff will be provided with clear instructions and information in relation to Covid-19 control measures, and adequate training, on how to work safely, including arrangements for infection control, first aid, fire and evacuation. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Inadequate First Aid Facilities, Personnel and Equipment and Information for First Aiders	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups • Designated First Aiders <p><i>(may not receive immediate first aid treatment due to insufficient first aid facilities, personnel and equipment; and First Aiders may become infected through close contact with casualties infected with COVID-19 or spread infection through poor hygiene practices)</i></p>	<ul style="list-style-type: none"> • First aid needs assessment to be regularly reviewed. • Headteacher or their representative, will ensure that adequate and appropriate first aid equipment (fully stocked first aid kit), facilities and personnel available at all times the premises are occupied, with arrangements in place in case of staff illness/absence, to ensure employees and other building users receive immediate attention if they are injured or taken ill, as per the first-aid needs assessment for the premises. • Standard Infection Prevention and Control Procedures (ie, maintaining good hand, respiratory and personal hygiene) followed at all times by First Aiders to protect themselves and others and limit the risk of spread of COVID-19. • Contact and time sharing a breathing zone with casualties potentially infected with COVID-19 to be limited as much as possible, with casualties directed to do things for themselves where possible avoid touching them, their immediate environment and any waste). • Appropriate PPE provided and used by first aiders where it is not possible to limit close contact and there is a need to deliver hands on care (ie, fluid resistant surgical mask (Type IIR), disposable gloves (vinyl, powder free), disposable apron (and disposable eye protection, ie, goggles or face visor, where the risk of splashes, droplets of blood or body fluids are present). • Headteacher to ensure guidance is provided to first aiders in the correct use and disposal of all PPE. • The use of chest compressions only will be performed by First Aiders should cardiopulmonary resuscitation (CPR) be required. No rescue breaths or mouth-to-mouth ventilation will be performed (unless the casualty is a child and chest compressions alone are unlikely to be effective, with cardiac arrest being more likely caused by a respiratory problem or lack of oxygen. In such cases, first aiders should have access to a resuscitation face shield if they decide to perform mouth-mouth ventilation). Where First Aiders have access to an AED, then this will be used, as using these carry no risk of virus spread. • Guidance provided to first aiders on how to respond to a first aid incident during the Coronavirus COVID-19 pandemic, including specific instructions on giving Cardiopulmonary Resuscitation (see Guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019- 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>ncov and specific guidance on giving cardiopulmonary resuscitation (CPR) from the Resuscitation Council UK</p> <ul style="list-style-type: none"> • Medical Room, where provided, cleaned after each use. 		
Testing, Inspection and Maintenance of Building-Related Systems are not up to date and/or all systems are not operational	<ul style="list-style-type: none"> • All building occupants <i>(may be exposed to increased risk of injury or ill health from a lack of testing, inspection and maintenance of building related systems not being operational due to the school/setting being completely or partially closed, or having reduced occupancy during the Coronavirus (COVID-19) outbreak)</i> 	<ul style="list-style-type: none"> • Member of staff identified with responsibility for managing the premises (with cover arrangements put in place in case of staff illness), reviewing risk assessments and implementing any measures to ensure that safety is maintained. • The school is supported by a Property Support Officer and has access to competent person(s) for advice on building-related utilities and systems. • All utilities and systems within the school (including gas, heating, water supply, mechanical and electrical systems and catering equipment) remain operational and will continue to be serviced and maintained throughout the pandemic. • The Headteacher will ensure that all water systems will be fully flushed through on a recorded basis prior to re-opening, following a holiday period <p>Fire Safety</p> <ul style="list-style-type: none"> • Fire safety management and evacuation plans reviewed and updated in line with operational changes, as necessary, and communicated to all staff, children and young people. • Regular testing of fire alarm and detection systems, call points, emergency lighting and other fire safety systems undertaken to ensure they remain fully operational. • Regular hazard spotting carried out to identify escape route obstructions. • Daily checks to ensure that all fire doors are operational. • Fire drills continue to be held on a termly basis as normal. • Staff instructed not to wedge open self-closing fire doors to avoid the need to touch door handles/locks. These doors must remain closed to prevent the risk of uncontrolled fire spread and smoke should a fire occur. <p>Security including access control and intruder alarm systems</p> <ul style="list-style-type: none"> • All areas of the school kept secure in line with current security arrangements. • Keyholder information updated, as necessary. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>Plant and Equipment</p> <ul style="list-style-type: none"> Plant and equipment continues to be maintained in line with manufacturer's instructions. Scheduled thorough examination and testing of lifting and pressure equipment will continue to be undertaken during the pandemic. School/setting will agree safe access and working arrangements with the contractor prior to commencing work on site. <p>Should problems be experienced in arranging scheduled thorough examinations, due to demands on inspection services, the school/setting will adopt a risk-based process, in consultation with their Competent Person, to determine whether there are steps that can be taken to safely continue to use equipment (that has not had its scheduled thorough examination and testing) or decide to stop using the equipment.</p>		
Inadequate arrangements for School Meal provision	<ul style="list-style-type: none"> Staff Children and Young People Catering Staff Middy Supervisors <p><i>(may become infected by coming into close contact with someone who has COVID-19, and by respiratory droplets produced when an infected person coughs, sneezes, or talks; or by touching a surface or object that has the virus on it, and then touching their mouth, nose, or eyes). COVID-19</i></p>	<ul style="list-style-type: none"> The school's kitchen is fully open and operates within usual legal requirements. The SBM liaises with catering providers to ensure the kitchens can remain fully open and food is prepared and delivered in line with any relevant sections of the government's 'Working safely during coronavirus (COVID-19)' guidance. Food parcels are provided for eligible pupils who are not attending school during term time where they: <ul style="list-style-type: none"> Are self-isolating. Have symptoms or a positive test result Are not attending as a result of local restrictions advised by the government. 	<ul style="list-style-type: none"> 2m distance between different class groups to be re-introduced as a result of any outbreak management meeting as directed by the DPH. Children and young people will be seated facing forwards and sitting side by side, should the a need dictate a review of the seating arrangements during lunchtime seating, where social 	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
	<i>symptoms can range from mild (or no symptoms) to severe respiratory illness, which can be fatal).</i>		distancing may need to be re-introduced.	
Stress, Mental Health and Wellbeing adversely affected due to the Coronavirus (COVID-19) Outbreak	<ul style="list-style-type: none"> • Staff • Children and young people <p><i>(may be suffering with stress, mental health or wellbeing difficulties as a result of isolation or anxiety about Coronavirus. Also, through having experienced bereavements in their immediate family or wider circle of friends, or had increased caring responsibilities)</i></p>	<ul style="list-style-type: none"> • Access to PHE online resources to promote and support mental wellbeing of children. This includes wider guidance on supporting children and young people's mental health • Digital support includes: <ul style="list-style-type: none"> ➢ An Educational Resource for adults about children and young people's mental health. ➢ The PHE Every Mind Matters platform about looking after your own mental health ➢ Rise Above, targeted at young people, which also has schools-facing lesson plans. ➢ The Education Support Partnership free helpline and mental health and wellbeing resources for Teachers and support staff dealing with the COVID-19 crisis. • Wellbeing/mental health issues are discussed with children and young people during PSHE/assemblies, one-to-one conversations with trusted adults, where this may be supportive, and at other appropriate opportunities. • Positive opportunities will be provided for children and young people to renew and develop friendships and peer groups and other enriching developmental activities. • Regular communication of mental health information and resources, and an open-door policy in place for those staff who need additional support. • Trained Workplace Mental Health First Aiders available for staff who may be experiencing a mental health issue or emotional distress. • Counselling services available via Management/Self-Referral to the Occupational Health Unit for any staff who are particularly anxious or bereaved. • Staff workload monitored by management and adjusted as necessary. • Wellbeing and work-life balance are promoted with all staff. • Member of the Senior Leadership Team to keep in touch with home workers and ensure regular contact is made with them to make sure they are healthy 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<p>and safe, recognising any signs of stress as early as possible (where required).</p> <ul style="list-style-type: none"> • Staff encouraged to speak regularly with their colleagues. • Subject Leads will have access to the DfE's training module on teaching about mental wellbeing to assist in the training of Teachers who will be teaching pupils about mental health and wellbeing. • Teaching staff will have access to the free MindEd learning platform for professionals, which includes a Coronavirus (COVID-19) Staff Resilience Hub with materials on peer support, stress, fear and trauma and bereavement, to support pupils upon return to school. • The Council's 'Adapting to the New Normal' guide issued to staff working at home (where required).. 		
Altered behaviours when returning to the school/setting which may affect the covid arrangements	<ul style="list-style-type: none"> • Staff • Children and Young People <p><i>(may become infected by coming into close contact with someone who has COVID-19, through disregard of the new arrangements)</i></p>	<ul style="list-style-type: none"> • Behaviour Policy to be reviewed and updated to reflect the new protective measures and new rules and routines. This includes appropriate consequences (such as sanctions and rewards), so that staff can ensure pupils understand them and can enforce them rigorously. • Clear messages given to students on the importance and reasons for covid safety measures in the school. • Senior Leaders monitor areas where there are breaches of covid safety measures and the arrangements are reviewed 		
Educational Visits	<ul style="list-style-type: none"> • Staff • Children and Young People • Parent Volunteers <p><i>(may become infected by coming into close contact with someone who has COVID-19, during an off-site educational visit)</i></p>	<ul style="list-style-type: none"> • All trips will be undertaken in line with Covid 19 protective measures in place at the destination. • When arranging international visits, the school will comply with international travel legislation and be aware of the potential for change to the travel lists (green, amber or red countries) which will be consulted to prior to and monitored throughout the trip. The school will have contingency plans in place to account for these changes. • Outdoor spaces in the local area to be made use of to support delivery of the curriculum. • A full and thorough risk assessment in relation to all educational visits will be undertaken and the school will ensure that any public health advice, such as 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		hygiene and ventilation requirements, is included as part of that risk assessment. <ul style="list-style-type: none"> The school will consult the health and safety guidance on educational visits when considering visits and any specialist advice on OEAP visits. 		
Home working (when required) (Working with Display Screen Equipment (DSE))	<ul style="list-style-type: none"> Staff (working at home on a long-term basis) <p><i>(may suffer pain in their necks, shoulders, backs, arms, wrists and hands as well as fatigue and eye strain as a result of incorrect use of DSE or poorly designed workstations or work environments)</i></p>	<ul style="list-style-type: none"> Staff working at home with DSE will be encouraged to ensure that they set up their workstation to avoid: <ul style="list-style-type: none"> ➢ avoid awkward, static postures by regularly changing position; ➢ get up and move or do stretching exercises; ➢ avoid eye fatigue by changing focus or blinking from time to time. Basic home workstation self-assessment to be completed by staff working at home on a long-term basis and who use DSE daily, for an hour or more at a time, using the HSE's practical Workstation Checklist. Where possible, additional DSE equipment provided to support prolonged use of portable DSE at home (eg, separate monitor, keyboard, mouse, monitor riser, ergonomic chair). 		
Face to face meetings	<ul style="list-style-type: none"> Staff Children & Young People Parents & Carers Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) Vulnerable Groups <p><i>(may become infected by coming into close contact with someone who has COVID-19)</i></p>	<ul style="list-style-type: none"> Where a face-to-face meeting is held participants will be kept to the absolute minimum with only essential persons present and self-managed safe distancing will be maintained throughout. Meetings will be held outdoors, wherever possible, or in well-ventilated room (ie, opening window) of sufficient size. The sharing pens and other objects will be avoided to prevent transmission during meetings. Hand sanitiser will be provided in meeting rooms. Meeting room thoroughly cleaned after each use. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Uncontrolled Access to the School Premises posing a risk to infection control	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract Coronavirus (COVID-19) as a result of inadequate management of persons entering the site who may spread the virus through poor hygiene, infection control and social distancing practices)</i></p>	<ul style="list-style-type: none"> • Visitors will be allowed onto site by appointment. • Visitor Protocol in place and displayed in a prominent location upon entrance to the building. • Procedure in place for Receptionist to check that no one enters the school who has COVID-19 symptoms or lives with someone who has COVID-19 symptoms. • Record held of all persons visiting the school with sufficient detail to support contract tracing if required by NHS Test and Trace. Records will be held for 21 days and securely disposed of after that time. • Staff, where possible, use their ID badge/fob to sign in/out hands-free. • If the signing in screen is used, the member of staff or visitor is directed to use hand sanitiser before and after using the touch screen. The signing in touch screen is cleaned frequently with disinfectant wipes. • Where a manual signing in/out system is in use, staff and visitors will be encouraged to sign-in/out using their own pen. If communal pens are used, these will be cleaned after each use. • A dedicated waiting area and meeting room is made available for visitors, adjacent to Reception where possible. • Designated person(s) will be assigned to receive deliveries. • Deliveries will be managed effectively in a timely manner, with recipients adhering to safe distancing, and wearing PPE were appropriate. 	Continuity plan will include Deliveries will be managed effectively in a timely manner, with recipients adhering to safe distancing, and wearing PPE were appropriate.	
Transmission of Coronavirus (COVID-19) infection through contact with objects that enter and leave the school premises	<ul style="list-style-type: none"> • Staff • Couriers/Delivery Drivers <p><i>(may contract or spread Coronavirus (COVID-19), through surface transmission when handling goods and other materials entering and leaving the premises).</i></p>	<ul style="list-style-type: none"> • Procedures in place for cleaning goods and merchandise entering the site, or quarantining items in a secure location for 72 hours prior to distribution. • Staff handling goods and merchandise have access to handwashing facilities and hand sanitiser and are reminded of the need to maintain good hand hygiene.. • Pick-up and drop-off collection points, procedures, signage and markings revised to minimise close contact and avoid surface transmission. • PPE will be worn where necessary, ie, gloves, safety footwear. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Contractors on-site whilst school is in operation posing a risk to infection control	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract Coronavirus (COVID-19) as a result of inadequate management of third party contractors who may spread the virus through poor hygiene, infection control when working throughout the school and across different groups)</i></p>	<ul style="list-style-type: none"> • Contractors will be allowed onto site by appointment. • Assurances will be sought from the contractors that all staff attending the setting will be in good health (symptom-free) and that contractors have procedures in place to ensure effective safe distancing is maintained at all times. • Arrangements in place for Contractors to use a different entrance to staff and pupils, where possible, and classes organised so that contractors and staff/children and young people are kept apart. • Contractors will be monitored to ensure covid measures are being maintained throughout any such works. • Discussions held with key contractors about the school's control measures and ways of working. • Contractor visits arranged outside of school hours, wherever possible. • Number of contractors limited at anyone time. 		
Lack of governor oversight during the COVID-19 crisis leads to the school failing to meet statutory requirements.	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(failure to ensure controls are implemented may result in infection)</i></p>	<ul style="list-style-type: none"> • The governing body continues to meet regularly. • The governing body agendas are structured to ensure all statutory requirements are discussed and school leaders are held to account for their implementation. • The Headteacher's report to governors includes content and updates on how the school is continuing to meet its statutory obligations in addition to covering the school's response to COVID-19. • Regular dialogue with the Chair of Governors and those governors with designated responsibilities is in place. • Minutes of governing body meetings are reviewed to ensure that they accurately record governors' oversight and holding leaders to account for areas of statutory responsibility. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Getting or Spreading Coronavirus (COVID-19) through contact and mixing of children and young people within Wraparound Provision (ie, Breakfast and After School Clubs)	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(may contract or spread Coronavirus (COVID-19) by not operating a COVID Secure provision)</i></p>	<ul style="list-style-type: none"> • Before and after school clubs will be subject to a separate risk assessment • The school will work closely with any external wraparound providers to ensure, as far as possible the protective measures are followed in line with government guidance Covid-19-actions-for-out-of-school-settings 		
Getting or Spreading Coronavirus (COVID-19) though child attending more than one setting (ie, school and alternative education provider)	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <p><i>(Children and young people may contract and spread Coronavirus (COVID-19) through contact and mixing with persons other than their own household and school bubble)</i></p>	<ul style="list-style-type: none"> ➤ Current Government guidance followed. ➤ Close working between school and alternative education provider to work through system of controls, enabling any risks to be identified and addressed and allow the joint delivery a broad and balanced curriculum for the child. 		

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Risk of COVID-19 transmission during periods of high prevalence	<ul style="list-style-type: none"> • Staff • Children & Young People • Parents & Carers • Visitors (Contractors, Suppliers and support staff for pupils with SEND etc.) • Vulnerable Groups <i>(May be at increased risk from contracting or spreading COVID-19 infection during periods of high prevalence in the community)</i> 	<ul style="list-style-type: none"> • Staff will be encouraged to continue to participate in surge testing in the local area, during periods of high prevalence, whether vaccinated or not. • Staff will be advised to take particular caution when meeting anyone outside their own household and be encouraged to, wherever possible: <ul style="list-style-type: none"> ➤ Meet outside rather than inside; ➤ Keep 2 metres apart from people they do not live with (unless they have formed a support group with them), this includes friends and family they don't live with; and ➤ Minimise travel in and out of affected areas. 	<ul style="list-style-type: none"> • Appropriate signage to be displayed as a visual reminder for both staff and other building users of expectations during periods of high prevalence 	
Additional Site-Specific Issues				
Remote Education	<ul style="list-style-type: none"> • Children • Staff 	<ul style="list-style-type: none"> • While attendance is mandatory, remote learning is provided for pupils who are following clinical or government guidance to stay at home, e.g. where they are self-isolating. All such pupils not physically unwell are given access to remote education as soon as reasonably practicable. • The headteacher ensures that pupils taught remotely in KS1 are set work that as a minimum covers three hours a day on average, and ensures that pupils taught remotely in KS2 are set work that as a minimum covers four hours a day. • All staff and pupils have a copy of their access details for all online learning platforms. School has access to enough digital devices to ensure all children can access online learning. School has identified families in need of digital support. 	There is a remote learning contingency plan in place.	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
Extracurricular activities and wraparound provision	<ul style="list-style-type: none"> • Children • staff 	<ul style="list-style-type: none"> • The school works to provide all before- and after-school educational activities and wraparound childcare for all pupils. • Parents are advised of the provision available and that they should limit the use of multiple out-of-school settings providers where appropriate. • Wraparound provisions are run in line with the current government guidance, i.e. are COVID-secure. <ul style="list-style-type: none"> • Parents are able to access wraparound and extracurricular provision for their children, without any restrictions on the reasons for which they may attend 		
Early years only Protective measures in early years settings	<ul style="list-style-type: none"> • Children • staff 	<ul style="list-style-type: none"> • The setting is not required to arrange children and staff in small, consistent groups. • Children are supervised when washing their hands or using hand sanitiser and are taught how to do so effectively. • A good supply of disposable tissues is available throughout the premises and 'catch it, bin it, kill it' is encouraged through signage and prompting. • An enhanced cleaning schedule is put in place. • Surfaces, toys, books, doors, sinks, toilets and light switches are cleaned more regularly, using disinfectant. • Activities that involve malleable materials for messy play, e.g. sand, mud and water, are risk assessed. • Frequently touched surfaces, equipment, tools and resources for messy play are thoroughly cleaned and dried before they are used by a different group. • All items that are laundered are washed in line with the government's 'COVID-19: cleaning in non-healthcare settings outside the home' guidance and are not shared by pupils between washes. • Clear procedures are put in place to ensure stringent cleaning processes are followed for food preparation areas, dining areas and table coverings. • In line with UKHSA advice, supervised toothbrushing programmes are re-established using the dry brushing method. 	Protective measures in early years settings	

What are the hazards? Don't forget long term health hazards	Who might be harmed and how? Identify groups of people and how the hazard could cause them harm	Current control measures List what is already in place to reduce the risk of harm. This may include reference to other procedures, systems of work, training, supervision, inspections, etc	Any additional control measures required	Date Actioned
		<ul style="list-style-type: none"> If a child attends more than one setting, the settings work together with parents to address any risks identified, allowing them to jointly deliver appropriate care. 		
Shortage of staff	<ul style="list-style-type: none"> Children staff 	<ul style="list-style-type: none"> Use school based staff to cover in first instance. If insufficient staff use agreed supply agency. SLA covers stand in cleaning staff in the event of cleaner sickness absence. 		
Attendance	<ul style="list-style-type: none"> Children 	<ul style="list-style-type: none"> Children identified by the school as vulnerable will have a home visit after 3 days from EWO to ensure safety and welfare of family School will call the family regularly to ensure the safety and welfare of the family All professionals working with the family will be notified of absences from school. 		