

Fossebrook RE OPENING RISK ASSESSMENT

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| Activities Covered by this Assessment | Reopening of schools Spring Term 2021 (8th March) | | |
| Location | Fossebrook Primary | Organisation | DISCOVERY |

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

This risk assessment has been developed in conjunction with LTS and Leicestershire County Council and has been adapted to include local hazards and subsequent local control measures pertinent to this school setting.

The 8th of March marks the first stage in the Prime Minister’s roadmap for easing the third National Lockdown. New guidance has been released to support understanding of what people can and can’t do. Primary schools will re-open for all children (excluding CEV children who have been given a letter to continue with shielding. This risk assessment considers current [Guidance for Full Opening: Schools](#) updated 22nd February 2021, but is likely to change pending updates expected shortly.

Engage with the NHS Test and Trace process: You must ensure you understand the NHS Test and Trace process and how to contact the local [Public Health England health protection team](#). You must ensure staff members and parents/carers understand that they will need to be ready and willing to: [book a test](#), [self-isolate](#). Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the [NHS testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing. Health Protection Team (PHE) 0344 2254 524 (option 1)
You should ask parents and staff to inform you **immediately** of the results of a test: ‘[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)’

System of control:
Prevention:

The school will always:

1. Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
2. Ensure face coverings are used in recommended circumstances.



3. Ensure everyone is advised to clean their hands thoroughly and more often than usual.
4. Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
5. Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
6. Consider how to minimise contact across the site and maintain social distancing wherever possible.
7. Keep occupied spaces well ventilated.

In specific circumstances:

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

Response to any infection

The school will always:

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

Attendance: As of 8th March 2021, primary schools will be open for all children and attendance is mandatory. The usual rules on school attendance apply, including:

- parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age)
- the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Clinically Extremely Vulnerable

Individuals identified as Clinically Extremely Vulnerable (CEV) will continue to [Shield](#) at home and where possible and appropriate, will work from home. CEV Pupils who have been confirmed as such by their medical support team are to [Shield](#) at home and are NOT to attend the School (Remote learning solutions are to be provided).

Rapid Result Tests (Lateral Flow Device Tests)

Rapid Result Tests (Lateral Flow Tests) are now available for schools to conduct twice weekly testing of staff in order to help detect those who are carrying the Covid 19 virus without displaying symptoms. Lateral Flow Tests are undertaken at home, ideally in the morning prior to leaving for work but can be done the evening before. Home tests are taken 3-4 days apart and staff participating report all test results to Track and Trace as per guidance.

Although encouraged and prior consent is required, this testing is voluntary.

PPE:

The majority of staff will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed in a very small number of cases:

- Children who require first aid should continue to receive care in the same way. No additional PPE is needed because of coronavirus (COVID-19) for anyone who does not have coronavirus (COVID-19) symptoms.
- Where an individual child becomes ill with coronavirus (COVID-19) symptoms and only then if a distance of 2 metres cannot be maintained.
- Where a child already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used.

Headteachers will have the discretion to decide whether to ask staff and visitors to wear face masks/coverings as further precautions to help minimise the risk of infection in schools and will develop risk assessments with appropriate measures.

Headteachers actively consult with staff on local setting measures, inviting feedback to develop practice and health and safety measures, that where reasonably practicable, protect the whole school community. Individual risk assessments are developed for all colleagues and pupils that require one. This includes pregnant women, BAME and Clinically Vulnerable / Clinically Extremely Vulnerable.

Monitoring and review of risk controls

It is important that employers know how effective their risk controls are. You should monitor and review the preventive and protective measures regularly, to ensure the measures are working, and taking action to address any shortfalls.

Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|--|---|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|---|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| Coming into contact with individuals who are unwell | Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Staff, pupils, visitors and contractors do not come into the school if they have COVID19 symptoms or have tested positive in the last 10 days. Anyone developing COVID19 symptoms is sent home. Persons who have symptoms will isolate for at least 10 days and will not be in school. Persons who have symptoms but test negative still must self-isolate for 10 days from the date of contact with an infected person If you have been in close contact with someone who has COVID you must isolate for 10 days and have a test if you become symptomatic. Staff have the option to opt into twice weekly LFD testing. They will report their results to school and via the DfE portal. If a LFD test result is positive (or two consecutive tests are void, staff must access a PCR test and self-isolate according to the latest guidance. | M | M | M | <ul style="list-style-type: none"> Engage with the NHS test and trace. (See above pg. 1) Anyone showing symptoms will be informed to access a test immediately and notify the school of the result as soon as possible. Clear signage in school Daily communication with parents to remind them of this All visitors must leave sufficient contact details for them to be contacted if necessary (track and trace) | M | L | L | SH | Signage by 24/8/20 Ongoing actions | |



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| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| A pupil shows symptoms of COVID19 whilst in school | Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> A pupil awaiting to be collected, is moved, if possible, to a room where they can be isolated behind a closed door (<i>depending on the age and needs of the pupil</i>) with appropriate adult supervision if required. Windows are open for ventilation. PPE is worn by staff caring for the pupil while they await collection if a distance of 2 metres cannot be maintained. The area around the pupil with symptoms is cleaned after they have left. (See cleaning hazard) Everyone washes their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. | M | M | M | <ul style="list-style-type: none"> COVID medical room assigned with PPE and cleaning equipment. Signage in place regarding protocols and actions to take Parents will be informed that they must access a test and inform the school of the result immediately. | M | L | L | KW | March 2020 | March 2020 |
| Staff exiting cars in staff car park | Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Staff are encouraged to cycle or walk to work. Every other car parking space is left empty where practicable. Reverse parking only where practicable. | M | M | M | <ul style="list-style-type: none"> PO to monitor situation and share concerns of inappropriate car park usage. Carpark will be closed to parents so there will be sufficient space to leave gaps between cars. | L | L | L | School | 29/5/20 | STAFF BRIEFED IN PLAN |



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| | | <ul style="list-style-type: none"> Courtesy when alighting cars to maintain 2m distance. | | | | | | | | | | |
| Groups arriving and leaving school (Start and end of the day) | Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Designated areas on the playground for each class with socially distanced spots Contractors/visitors must come to the office by appointment only, signage in place for social distancing and sanitising. Parents advised to email/telephone and only come to the office in an emergency. Any children arriving late will enter the school via the main office entrance and be signed in by the office staff. | M | M | M | <ul style="list-style-type: none"> Staff to observe and monitor parent and child behaviour at all times. All adults must wear a mask on site when dropping off/collecting children unless exempt. Designated waiting areas for drop off drop off and collection have been communicated to staff and parents. All classes have own entrance and exit door and do not have to share. Spots 2m apart on playground for social distancing and clearly signed one way system in place. Children handwash on entry. | L | L | L | KW SH | July 2020 | July 2020 |
| Use of public transport/school taxis | Staff, pupils, parents/ visitors | <ul style="list-style-type: none"> Pupils and staff are encouraged to cycle or walk to work. | M | M | M | <ul style="list-style-type: none"> School taxi service drop off at office-1 child in school | L | L | L | SH | Ongoing from 1 st Sept | On going |



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| | and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Communication links with school taxi companies in place. | | | | uses this <ul style="list-style-type: none"> Bike store will be cleaned daily. Children hand wash on entry before going to class | | | | | | |
| Doffing face masks/coverings on arrival at school | Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> On arrival at school, pupils and staff using public transport, doff their face masks/covering and wash their hands thoroughly. Pupils are instructed not to touch the front of their face covering during use or when removing them. Pupils and staff must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin. Reusable face coverings are placed in a plastic bag that can be take home with them. Hands are washed again before heading to their classroom. | M | M | M | <ul style="list-style-type: none"> Pupils and staff wearing face masks/ covering whilst journeying to school (i.e. car, walking) doff their face masks/covering and wash their hands thoroughly. Plastic bags will be provided for reusable asks in case one is not brought to school (in office) Instructions for donning/doffing shared with staff and parents | L | L | L | SH | 24/8/20 | On going |
| Visitors to site | Staff, pupils, parents/carer, visitors and | <ul style="list-style-type: none"> Visitors to site are restricted. Only visitors with prearranged | H | M | H | <ul style="list-style-type: none"> If visitors become unwell with COVID-19 symptoms whilst in | L | L | L | School | 29/5/20 SIGNAGE UP | ON GOING |





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| | contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <p>appointments are allowed on site.</p> <ul style="list-style-type: none"> • Visitors are asked if they have any symptoms of COVID19 or have had contact with anyone who has symptoms of COVID19, before they arrive on site. • Visitors asked to wash/sanitise hands before entering school. • Visitors entering school made aware of the Social Distancing arrangements in place and instructed to follow. • Wider trust staff have the option to participate in twice weekly testing to alert individuals of the possibility of infection and then don't go into school. • Visitors are requested to wear face coverings, whilst moving internally around the school site. | | | | <p>school they will be asked to leave immediately and advised to follow the COVID-19:Guidance for households with possible infection guidance.</p> <ul style="list-style-type: none"> • All visitors must wear a mask. • Clear signage for visitors in place. Regular cleaning of exit push button/automatic doors. No physical contact required, sanitisation used after handling goods or paperwork. • Cleaning monitoring schedule in place. • All visitors must leave sufficient contact details for them to be contacted if necessary (track and trace) | | | | | | |



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| <p>Social distancing not being carried out at drop off time.</p> | <p>Staff, pupils, parents/carer, visitors and contractors.</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p> | <ul style="list-style-type: none"> • Arrangements for drop off are communicated to staff, pupils and parents/carer in advance. • Only one parent/carer attends the school. • Access to site and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. • Direct access to the pupils allocated classroom is available. i.e. final emergency exits. • One-way systems are used at the site. • Signage is installed i.e.  and  • Parents / carers made aware that gathering outside school at drop off times is forbidden. • Staff have been given the option to wear a face covering during drop off and collection times | | | | <ul style="list-style-type: none"> • Queuing systems and marking on pathways will be in place where traffic is likely to be high. • Reminders of keeping 2m distance in place. • Clear signage asks parents not to congregate. • Clear markings indicate families should stand on the spots 2m apart. • SLT presence in the playground • Parents must wear masks when dropping off and collecting children | M | L | L | School | 29/5/20 SIGNAGE UP | MONITOR ON OPENING TO ENSURE 2M SPACES USED |
| <p>Use of cloakroom/toilet areas</p> | <p>Staff and pupils</p> <p><i>Reduced infection control which may result in spread of</i></p> | <ul style="list-style-type: none"> • Pupils remain in their outdoor clothing until they are in their allocated classroom. • Handwashing follows guidance for | M | M | M | <ul style="list-style-type: none"> • Nominated <i>COVID MARSHALL</i> to check cloakroom/toilet areas at intervals during the day. | L | L | L | School | IN PLAN AND ONGOING | ONGOING |

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| | COVID19 | take into account the NHS guidance found on this link : <ul style="list-style-type: none"> Space out pegs so that coats/ bags aren't touching. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Teacher or member of staff to supervise toilet usage and inform cleaning staff of any issues. (See cleaning hazard and controls). | | | | <ul style="list-style-type: none"> Toilets will be cleaned in the morning, after breaks and lunchtimes a cleaning monitoring schedule is in place. Handwashing and social distancing signage in place. Children in KS1/KS2 classes will keep their belongings in their named lockers. There are two adults per class bubble so that one can supervise toileting/use of cloakroom and maintain social distancing. | | | | | | |
| Social distancing not being carried out within the classroom. | Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Arrangements for the day are communicated to staff, pupils and parents/carer. Staff and pupils remain in class groups. Teachers (and other staff) are allocated to a group and remain with their allocated group, as far as | H | M | H | <ul style="list-style-type: none"> Information shared with parents. Staff plan shared. Class bubbles in place. Staff and pupils allocated to bubbles. Hygiene measures in place for staff who cover PPA. | M | L | M | School | 29/5/20 DESKS DONE, POSTERS UP ONGOING | ONGOING |



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| | | <p>possible, during the day and throughout the whole week.</p> <ul style="list-style-type: none"> The group distance themselves from other groups. Desks are placed as far apart as possible. Surplus chairs stacked and removed from circulation. Pupils are allocated a desk and are seated at the same desk each day. Pupils remain in the same classroom throughout the day. Classrooms are ventilated using natural ventilation (opening windows) or ventilation unit Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation. Pupils are encouraged not to touch their mouth, eyes and nose. Pupils informed that they must use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') | | | | <ul style="list-style-type: none"> Staff have been advised that they may wear masks if preferred when they cannot maintain social distancing from children. Class bubbles will be kept separate throughout the day. Risk assessment shared with staff. Catch it kill it bin it posters in place. | | | | | | |



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| | | <ul style="list-style-type: none"> Teacher area to be taped out on floor (around teacher desk and IWB), to illustrate 2-metre socially distanced area between teaching space and the first row of children's desks. | | | | | | | | | | |
| Sharing equipment | Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Pupils do not share equipment. Pupils given writing implements and forbidden from using other pupil's equipment. Teaching resources are discouraged/minimized and/or removed from the setting. Soft toys and furnishings that are difficult to clean are removed from the classroom before the school reopens. Small, intricate items that are difficult to clean are removed from the classroom before the school reopens. | H | L | M | <ul style="list-style-type: none"> All children have their own school toolkit which remains at their designated seat in the classroom. Planning discussed with staff. Minimal marking and recorded work. All fabric/paper resources have been removed. | L | L | L | SCHOOL | 29/5/20 | ON GOING |
| Ventilation | Staff, pupils, visitors | <ul style="list-style-type: none"> Mechanical ventilation to be fully open at all times Windows open at all times, Higher windows should be opened in preference to lower ones to reduce | | | | <ul style="list-style-type: none"> Windows should be fully opened at breaks to purge the air. Staff and pupils will be | | | | | | |



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| | | drafts <ul style="list-style-type: none"> Doors should be open where is to safe to do so | | | | allowed to wear additional layers of clothing and bring blankets | | | | | | |
| Social distancing not being carried out at break times | Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Break times are staggered, and timings identified and communicated. Pupils to wash hands before and after eating/drinking. Small groups maintained and not mixed. Movement around school via a one-way system where possible. Allocation of dedicated areas outside for small groups. Levels of supervision considered, and additional information given to supervisors. Procedures identified when First Aid is required. Activities considered, and the range of equipment reduced to minimise risk. Arrangements for the cleaning of equipment following activities/between small group use and by whom. Arrangements for 'wet breaks' | H | | H | <ul style="list-style-type: none"> Staff observe Social Distancing during break times and minimise movement around school. Alternative rooms available for break/lunchtimes to allow staff to socially distance. Staff have the option to wear masks if social distancing cannot be maintained. Masks must be always worn in communal areas. Classes have an allocated toilet area for toileting and handwashing to prevent groups | L | L | L | School | New for 24/8/20 | ONGOING |



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| | | <p>considered.</p> <ul style="list-style-type: none"> • Use of toilets to ensure that social distancing is maintained as far as practicable, consider how numbers using the facilities will be monitored. • Hand washing arrangements/use of sanitiser provision. • Flexibility on length of breaks • How these periods are monitored for effectiveness and how issues are reported | | | | <p>mixing more than necessary. Cleaning arrangements in all areas of multiple use in place with monitoring schedule/sign off sheet.</p> <ul style="list-style-type: none"> • Each class bubble has a field/playground zone. • Each bubble has 2 adults so that children can be supervised. • Each class bubble has its own first aid kit and PPE equipment. • Each bubble has their own equipment which will be cleaned. • Each classroom has its own supply of disinfectant and | | | | | | |



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| | | | | | | <ul style="list-style-type: none"> cleaning cloths which will be washed daily. Children will remain in their classes for wet play. Each bubble has 2 adults so that toileting and handwashing can be supervised. Each class has sanitiser and there is sanitiser in the corridor outside each room. Cleaning monitoring schedule in place. ½ hour breaks to enable all staff to have a break. Emergency triangles in place. | | | | | | |
| Social distancing not being carried out at lunch time | Staff, pupils, visitors and contractors <i>Reduced infection</i> | <ul style="list-style-type: none"> Pupils to wash their hands before and after eating and encouraged not to touch their mouth, eyes and nose. Hand cleaning facilities to be | H | M | H | <ul style="list-style-type: none"> Catering provider (external provider or LTS) has own risk assessment which is shared with school. | L | L | L | SCHOOL | New from 1/9/20 | ON GOING |



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| | <i>control which may result in spread of COVID19</i> | <p>available upon entering and exiting the hall/dining area.</p> <ul style="list-style-type: none"> • Pupils to enter hall/dining area within their small groups maintaining social distancing. • Tables to be cleaned between group use. • Communication with catering provider (External or LTS Catering). • Layout of tables and areas for hot dinners with numbers calculated to maintain 2m social distancing. • Procedures for the serving of hot dinners/packed meal to maintain social distancing, including queuing system and floor marking. • Cutlery and plates etc. not to be shared. • Halls /dining area is well ventilated using natural ventilation (opening windows) or ventilation units <p>• If hot food provided:</p> <ul style="list-style-type: none"> ○ children demonstrated process for queuing and getting their food. ○ Airplane trays to be used to keep all | | | | <ul style="list-style-type: none"> • Handwashing and toileting before eating will take place and will be supervised. • All of EYFS/KS1 Will eat in the hall. Tables are arranged in rows and children will sit in their class bubbles with no mixing of year groups. • Tables will be cleaned before and after eating. • Lunchboxes from home will be cleaned on entry to school. • KS2 children will all eat in their classrooms. Classes will be taken in turn to collect their hot lunch from the hall and to their classroom. Tables and chairs will be cleaned before and after eating. <p>• A cleaning monitoring</p> | | | | | | |





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| | | <ul style="list-style-type: none"> foods in one place. o finished trays to be cleared and stacked by children as normal routine. – Younger children to be guided as appropriate. • If cold packed meal provided: o children demonstrated process for queuing and getting their food. o Children eat outside observing Social Distancing when weather and temperature allows. o finished bags to be cleared and disposed of by children as normal routine. o Younger children to be guided as appropriate. o If packed lunch from home: o Lunchboxes are cleaned on arrival o Cleaning of tables and chairs/benches completed when children are finished, and food is consumed. o Cleaning regimes to be established for after eating packed lunches, wherever this may be | | | | <p>schedule/sign off sheet is in place for each class.</p> <ul style="list-style-type: none"> • Staff will socially distance themselves when in their allocated staffrooms. • Interventions will not take place in staffroom areas. | | | | | | |
| | | <ul style="list-style-type: none"> • Arrangements for pick up are | H | M | H | <ul style="list-style-type: none"> • Queuing systems and | M | L | M | | | |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|---|---|--|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-----------------------|---|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| Social distancing not being carried out at pick up | Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <p>communicated to staff, pupils and parents/carer in advance.</p> <ul style="list-style-type: none"> Only one parent/carer attends the school. Egress to schools and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. Direct egress to the pupils allocated classroom is available. i.e. final emergency exits. One-way systems are used around the site. Signage is installed i.e. <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div> Parents / carers made aware that gathering outside school at drop off times is forbidden. Staff have been given the option to wear a face covering during drop off and collection times. | H | M | H | <p>marking on pathways will be in place where traffic is likely to be high.</p> <ul style="list-style-type: none"> Clearly signed one-way system in place. Reminders of keeping 2m distance in place. Clear signage asks parents not to congregate. Parents must wear masks when dropping off and collecting children. Clear markings indicate families should stand on the spots 2m apart. Teacher supervision at the end of the day. | L | L | L | School | 29/5/20 SIGNAGE UP | MONITOR ON OPENING TO ENSURE 2M SPACES USED |
| Outdoor play/PE | Staff and pupils | <ul style="list-style-type: none"> Play/PE equipment is cleaned | H | M | H | <ul style="list-style-type: none"> No PE/play equipment will | L | L | L | School | 29/5/20 | ON |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|--|--|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | <i>Reduced infection control which may result in spread of COVID19</i> | <p>and disinfected between each bubble/group of users. If this cannot be achieved, then the equipment will not be used.</p> <ul style="list-style-type: none"> • Cleaning then disinfecting is conducted with a standard detergent (to remove soiling) followed with the use of disinfectant containing 100 parts per million available chlorine • Resources that are shared between groups/bubbles such as sports/ playground equipment is cleaned frequently and meticulously and always between bubbles or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles/groups • Cleaning and disinfecting of playground, PE and sports equipment is conducted before and after use by wraparound care providers • Teacher must ensure social | | | | <p>be used at break or lunch times</p> <ul style="list-style-type: none"> • The trim trails and EYFS fort will not be used. • Activities have been already planned and shared so that children play socially distanced games. • Y1+ have individual labelled lockers. • Teacher or member of staff to supervise toilet usage and inform cleaning staff of any issues. (See cleaning hazard and controls). | | | | | | GOING |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|----------------------------|---|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | distancing is in place <ul style="list-style-type: none"> • Only allow one bubble/group within a specific outside areas at any one time • Contact sports will be avoided • Outdoor sports will be prioritised where possible and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene • Minimise contact between individuals and maintain social distancing wherever possible • All pupils to wash hands for a minimum of 20 seconds before and after using PE/Playground/Sports equipment • Bins with lids are provided in areas where PE is taking place to bin any tissues used for respiratory hygiene • Tissues are kept with the teacher to facilitate 'catch it, kill it, bin it' and will help with good respiratory hygiene | | | | | | | | | | |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|---|---|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-------------------|---|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| Carrying out 1 st aid | <p>First Aider Person being treated by the first aider. (Carrying out 1st aid may require the 2mtr social distancing rule to be broken)</p> <p>This activity requires the 2mtr social distancing rule to be broken. This could lead to either person involved in becoming infected with COVID-19 through close contact with an asymptomatic carrier, transmitting the virus through bodily fluids or</p> | <ul style="list-style-type: none"> A first aider will NOT be treating a person who has the symptoms of COVID-19 as specified by the NHS and Government unless life threatening condition use St John's ambulance guidance If a child presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parents called to collect them. If an adult presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parent/ will be asked to go home and Social Distance as per Gov.uk guidance. Persons who have symptoms will isolate for 7 days and will not be in school. The first aider will wash their hands for at least 20 seconds with soap and water. Gloves will be worn to deliver first aid. | H | M | H | <ul style="list-style-type: none"> All first aid will be carried out on the playground/ in the COVID medical room for ease of cleaning /lack of soft furnishings. This risk assessment will be shared. All bubbles have their own first aid kit/PPE pack and emergency triangles. Staff will wear PPE when administering all first aid i.e. gloves and a mask and cover any wounds they have before treating anyone. Staff will maintain as big a distance as is practical when administering first aid. Staff training on donning and doffing masks shared. | M | L | M | School | 29/5/20 | SIGNAGE/ ROOM PREPARED ONGOING |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|--|---|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | respiratory droplets entering the persons eyes, nose or mouth. The First aider may have an allergic reaction to latex gloves. | <ul style="list-style-type: none"> Where possible, latex gloves will be avoided to remove the risk of allergic reaction. The first aider will cover any cuts on their hands with waterproof plasters. The first aider will avoid putting their fingers in their mouth and touching their face. The first aider will avoid touching any part of a dressing that will come in contact with a wound. The first aider will wear goggles to prevent bodily fluids being splashed into the eyes. After each first aid treatment is given all equipment and surfaces, including goggles used will be cleaned down using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) goggles will be rinsed with clean water after being disinfected. After use the face masks, aprons and | | | | <ul style="list-style-type: none"> COVID medical room prepared with signage in place, including handwashing. Staff reintegration plan covers what to do in COVID incidents and this information is also in the COVID medical room. Regular auditing of stock so that orders can be placed in a timely manner. Ensure an adequate supply for PPE is procured from your usual supplier. Contact for PPE orders if you have difficulties with your own suppliers: Leicester County: enquirylinequality&contracts@leics.gov.uk | | | | | | |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|----------------------------|---|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | <p>gloves will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin.</p> <ul style="list-style-type: none"> • where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units • prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation • Face masks and gloves will only be used for 1 treatment of first aid they will not be used to treat a second person requiring first aid. • First aiders have been given information on how to correctly don and doff their PPE and the PHE poster is displayed in the first aid room. • No food will be stored or eaten in the medical/first aid room. • After first aid treatment is given and cleaning has been completed the first | | | | | | | | | | |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|---|---|---|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|----------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | aider will wash their hands with soap and water for at least 20 seconds before commencing any further work. <ul style="list-style-type: none"> There is a dedicated room for first aid that will be used solely for first aid treatment to help prevent bodily fluids contaminating other parts of the building. | | | | | | | | | | |
| Social distancing not being carried out during the use of Staff facilities | Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Staff rooms are used dependent on number of staff that can be accommodated in the area to achieve social distancing and rearrange the furniture where possible Additional rooms are allocated when numbers impact on not being able to Social Distance. Staff break times are staggered to reduce numbers in the room. Staff are reminded to wash hands before and after using the staff room facilities. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Use of signs to inform of hand | H | M | H | <ul style="list-style-type: none"> Staff room furniture arranged for spacing. PPE room/interview room/ Specialist Teaching room also available for breakout space. Handwashing signage in place on the door and in the room. Cleaning monitoring schedule/sign off sheet in place. | L | L | L | school | 29/5/20 | ON GOING |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|---|---|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|----------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | washing prior to entering/using facilities. <ul style="list-style-type: none"> Shared crockery and cutlery is removed and staff use the same equipment as required. Reusable sponges are removed Surfaces are wiped down between use and door handles cleaned Dishwasher is used to clean crockery and cutlery where possible. | | | | <ul style="list-style-type: none"> Staff have been advised to bring own crockery and cutlery. Signage in place to tell staff to use the dishwasher and not to touch anyone else's items. If emptying the dishwasher, gloves must be worn. All items must be cleaned after use, monitoring schedule in place. | | | | | | |
| Social distancing not being carried out during Catering | Staff, LTS Catering/Catering Staff from external | <ul style="list-style-type: none"> Robust communication links with hot meal provider established. Meeting in preparation of re-opening | H | M | H | <ul style="list-style-type: none"> Handwashing programme before eating in place. | L | L | L | School | New from 1/9/20 | ON GOING |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|---|--|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| provision | company, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i> | to confirm operational controls <ul style="list-style-type: none"> • Hand cleaning facilities available upon entering hall and when leaving • Procedures established for mealtimes and information communicated to staff and pupils. • Pupils' food allergy information is up to date • Clearing of dining room following service including the equipment including tables, chairs and door handles. | | | | <ul style="list-style-type: none"> • Handwashing and toileting before eating will take place and will be supervised. • and after eating. • Lunchtime staff will wear masks • A cleaning monitoring schedule/.sign off sheet is in place for each class. • Cutlery and equipment will not be shared. Children will tidy up after themselves following usual procedures for taking trays to the stations. • Information provided to | | | | | | |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|--|--|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-------------------|----------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | | | | | parents and staff. • Lunchtime staff are allocated to a bubble and will stay with them. Risk assessment shared. Training delivered. Social distancing procedures shared. Suggested lunchtime activities shared. | | | | | | |
| Assembly | Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Whole school assemblies/Collective Worship will not take place. Head/teaching staff addresses individual groups, within their classroom. Provision for daily act of Collective Worship will be made in classrooms. | M | L | L | <ul style="list-style-type: none"> Whole school assemblies will be delivered remotely via Teams | L | L | L | School | 29/5/20 | ON GOING |
| Cleaning | <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> A detailed cleaning schedule will be implemented throughout the school, ensuring that contact points, e.g. worksurfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. | H | M | H | <ul style="list-style-type: none"> Deep cleaning schedule available to support enhanced clean. Gov.uk guidance to be monitored to ensure the most up to date | L | L | L | School | 29/5/20 | ON GOING |



Fossebrook RE OPENING RISK ASSESSMENT

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|--|----------------------------|--|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | <ul style="list-style-type: none"> • Hard surfaces to be cleaned with soap and water prior to disinfecting. • Disinfecting should be performed using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the goggles/visors will be rinsed with clean water after being disinfected. • Extra attention is given to frequently touched areas and surfaces, e.g. doors, toilets, door handles, phones, light switches and door fobs, etc. • Hand towels and hand wash are checked and replaced as needed by the Premises Officer and cleaning staff. • Enhanced cleaning regimes in place for toilet facilities, particularly door handles, locks and the toilet flush, etc. • Only cleaning products supplied by the school are used. • Please refer to the school's COSHH | | | | <p>information is always available.</p> <ul style="list-style-type: none"> • Each classroom has its own cleaning equipment to enable cleaning throughout the day to ensure regular cleaning takes place. Handles, tables and surfaces will be cleaned at each break in the day. There is sufficient staff/break time allocated to do this. There are sufficient cloths for a new one to be used at each clean. These will be washed daily. • Cleaning monitoring schedule in place. • Cleaning staff and premises officer will wear masks when cleaning | | | | | | |



Fossebrook RE OPENING RISK ASSESSMENT

| Hazard (Something with a potential to cause harm) | Who might be Harmed & How? | Existing Controls (Consider Hierarchy of Control) | Initial Risk Rating (S x L) | | | Further Controls Required (Consider Hierarchy of Control) | Final Risk Rating (S x L) | | | Action Required | | |
|--|---|--|--------------------------------|------------|-------------|--|------------------------------|------------|-------------|-----------------|-------------------|----------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | risk assessments for further control measures in relation to cleaning chemicals used. <ul style="list-style-type: none"> • PPE required for cleaning will be noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used. • Bins for tissues are emptied throughout the day • Bin liners should be used in all bins and waste bins should be emptied into the external waste bin/skip. | | | | | | | | | | |
| Carrying out daily building maintenance | Staff and pupils. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> • General maintenance is carried out when the school is closed to staff and pupils. (See lone working risk assessment). • Only essential maintenance is carried out during school opening hours. • Staff are informed of any maintenance being carried out in communal areas, toilets, etc., and the area is cordoned off. • Social distancing is maintained throughout working procedures. | M | M | L | <ul style="list-style-type: none"> • Scheduled maintenance usually carried out when the building is empty. Should any need to be done during the school day, children and staff will be kept away from any areas where works are being carried out. | L | L | L | School | 29/5/20 | ON GOING |
| Contractors working on site | Staff, pupils, parents/carer, | <ul style="list-style-type: none"> • Contracted work is carried out when the school is closed to staff and | M | M | L | <ul style="list-style-type: none"> • Scheduled maintenance by appointment only. | L | L | L | School | 29/5/20 | ON GOING |



Fossebrook RE OPENING RISK ASSESSMENT

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|--|--|---|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|----------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <p>pupils.</p> <ul style="list-style-type: none"> Any documentation required is sent/received prior to the contractor arriving on site. Safe systems of work/Risk assessment, which include COVID19 control measures, are received and agreed by the school before work commences. Record of contractor's details kept for 21 days to assist with track and trace if necessary | | | | Clear signage regarding sanitisation and social distancing in place in the office and around the school. Children and staff will be kept away from any areas where works are being carried out. | | | | | | |
| Building reopening after full or partial closure during COVID19 | Staff, pupils, visitors, contractors. <i>Legionella</i> <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Hot and cold-water systems are flushed before the school reopens. Ventilation systems are adjusted as necessary to ensure the systems are compliant with current COVID19 specifications. | H | L | M | <ul style="list-style-type: none"> Heating and ventilation contractors should be contacted, to review the mechanical ventilation systems and adjust as necessary in accordance with industry guidance. | L | L | L | SM | 28/8/20 | |
| Emergency procedures | Staff, pupils, parents/carer, visitors and contractors. | <ul style="list-style-type: none"> Changes to emergency evacuation procedures are communicated to all persons on site i.e. changes of egress from building. Emergency evacuations take place | H | M | H | <ul style="list-style-type: none"> New fire plan in place to reflect staffing and pupil numbers and arrangements and shared with staff. | L | L | L | School | New from 1/9/20 | ON GOING |



Fossebrook RE OPENING RISK ASSESSMENT

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|--|--|---|--------------------------------|------------|-------------|---|------------------------------|------------|-------------|-----------------|-------------------|---------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | <i>Reduced infection control which may result in spread of COVID19</i> | following social distancing principles as far as is reasonably practicable. (In an emergency risk to life takes precedence). • Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable. | | | | <ul style="list-style-type: none"> Pupils will each wait on a designated spot 2m apart in their bubble's zone. Signage on bin store reminds of social distancing. | | | | | | |
| Breakfast and after school clubs | Staff, pupils, parents/guardian, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i> | <ul style="list-style-type: none"> Consistent groups/bubbles are maintained as far as is reasonably practicable Outdoor facilities are used where practicable. (See hazards and control measures above for the management of activities i.e. cleaning, 1st aid) | | | | <ul style="list-style-type: none"> WAC staff have completed a risk assessment which contains controls to reduce the spread of COVID19. Cleaning and social distancing measures will be taken as per the rest of the school- handwashing will be in place and children will be kept as separate as is practicable and will not be allowed to congregate in groups. | M | L | L | KW/CC | 1/9/20 | 30/8/20 |



Fossebrook RE OPENING RISK ASSESSMENT

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|--|----------------------------|--|-----------------------------|------------|-------------|--|---------------------------|------------|-------------|-----------------|-------------------|--------|
| | | | Severity | Likelihood | Risk Rating | | Severity | Likelihood | Risk Rating | Who (Initial) | Date By: (/--/--) | Done ? |
| | | | | | | <ul style="list-style-type: none"> Children will be divided into class groups. Activities will be well spaced and no soft toys etc. will be used. All equipment will be cleaned after every session. WAC has its own first aid equipment and cleaning products. | | | | | | |

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

Source:

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe> (14th December)

Guidance for full opening: schools

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> (30th December)

Protective measures for out-of-school settings during the coronavirus (COVID-19) outbreak



Fossebrook RE OPENING RISK ASSESSMENT

<https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak> (31st December)

Legionella risks during the coronavirus outbreak

<https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm>

Air conditioning and ventilation during the coronavirus outbreak

<https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm>

Guidance for food businesses on coronavirus (COVID-19)

<https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19>

Coronavirus (COVID-19): safeguarding in schools, colleges and other providers

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers> (20th May)

Children who should be advised to 'shield'

<https://www.rcpch.ac.uk/resources/covid-19-shielding-guidance-children-young-people#children-who-should-be-advised-to-shield> (21st December)

Coronavirus (COVID-19): safer travel guidance for passengers

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

Testing and tracing for coronavirus

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/>



COVID-19: guidance for households with possible coronavirus infection

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Coronavirus (COVID-19): getting tested

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

Contacts: PHE health protection teams

<https://www.gov.uk/guidance/contacts-phe-health-protection-teams>

Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE)

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

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

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- **COVID-19: cleaning in non-healthcare settings:** <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- **St. John Ambulance Covid-19: advice for first aiders:** <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- **Conducting a SEND risk assessment during the coronavirus outbreak:** <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- **HSE. Talking with your workers about preventing coronavirus:** <https://www.hse.gov.uk/news/assets/docs/talking-with-your-workers.pdf>
- **Contact for PPE orders if you have difficulties with your own suppliers:**
 Leicester City : icrs.service@leicester.gov.uk
 Leicester County: enquirylinequality&contracts@leics.gov.uk
 Rutland: PPE@rutland.gov.uk

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| During this activity, what could go wrong resulting in an emergency situation? | <ol style="list-style-type: none"> 1. Child displays symptoms with CV19 2. Child from teaching group who has been sent home becomes confirmed case. 3. Staff becoming ill and self-isolating. |
| How could this emergency situation be prevented / controlled? | <ol style="list-style-type: none"> 1. Isolate child until collected. |



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| | <ol style="list-style-type: none"> 2. All children in that teaching group to be sent home and told to self-isolate for 10 days. 3. Follow self-isolating guidance, ensure that reporting of illness procedures well understood. |
| Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation? | <ol style="list-style-type: none"> 1. Staff to supervise child until collected where 2m rule cannot be implemented PPE to be worn. 2. Make staff aware of guidance in link below, develop guidance on internal monitoring of staff and pupils on self-isolation and student attendance recording. 3. Follow guidance: https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings Consider reallocating staff or capacity of school to remain open. Consult Trust on closure and inform LEA. |
| Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done? | Additional pupil numbers in phase 2 and 3 – review procedures and social distancing, refer to any new government guidance. |

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| Risk Assessor (s) Name(s): | Louise Barber | Risk Assessor(s) Signature (S): | | |
| | Kathie Wade | | <i>KWade</i> | |
| | | | | |
| Authorised By: | | Authoriser Signature: | | Initial |
| Date Conducted: | 18/1/2021 | Date of Next Review: | | |
| | | Date of Review: | | |
| | | Date of Review: | | |



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| Date of Review: | | |
| Date of Review: | | |

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

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

