

Fire and Risk Management Services

Risk Assessment Form

Assessor: Nick O'Sullivan <i>Tracey Kneale reviewed</i>		Date: 23 February 2021 v1 (reviewed 03/03/21)		Activity: Operating a Primary School for all pupils from 8th March 2021 - COVID19			Location: Marlbrook Primary School						
Standard of dress for activity (if relevant)			PPE required: Disposable Gloves, Aprons, Face masks, Fluid Resistant Face Masks, Goggles or Face Shields*			Other equipment used during activity: Cleaning equipment + bleach based cleaning products							
Persons exposed (please tick):		Employees	<input checked="" type="checkbox"/>	Pupils	<input checked="" type="checkbox"/>	Public	<input type="checkbox"/>	Others	<input checked="" type="checkbox"/>	Expectant Mothers	<input checked="" type="checkbox"/>		
Hazards Identified – Guidance Note: Look at the activity and identify hazard(s), tick if present and significant. If unsure, class as significant. Remember, whenever possible assessments should be carried out as a GROUP activity. The assessment should ignore trivia and everyday hazards. Blank/empty boxes should be used when hazards not mentioned are present.													
Physical Injury Hazards			Physical Agents and Hazardous Substances				Miscellaneous						
Hit by moving vehicles			Hazardous substances				<input checked="" type="checkbox"/>	Display Screen Equipment					
Contact with moving part of a machine			Micro organisms				<input checked="" type="checkbox"/>	Hot work/fire hazards				<input checked="" type="checkbox"/>	
Hit by moving materials/substances i.e. water			Ionising radiation				<input type="checkbox"/>	Vibration				<input type="checkbox"/>	
Fall(s) from height			Noise				<input type="checkbox"/>	Restricted access				<input type="checkbox"/>	
Slips, trips and falls from the same level			Pressure systems				<input type="checkbox"/>	Manual handling				<input type="checkbox"/>	
Contact with/ use of live electrical equipment			Ultraviolet light				<input type="checkbox"/>	Lone working				<input type="checkbox"/>	
Contact with cold objects			Lasers				<input type="checkbox"/>	Confined spaces				<input type="checkbox"/>	
Contact with hot objects			Flammable liquid/solids				<input type="checkbox"/>	Waste produced by activity				<input checked="" type="checkbox"/>	
Contact with sharp objects			Extremes of Temperature				<input type="checkbox"/>	Stress				<input checked="" type="checkbox"/>	
Impact with objects							<input type="checkbox"/>	Posture				<input type="checkbox"/>	
Physical attack							<input type="checkbox"/>	Unauthorised entrance to site				<input checked="" type="checkbox"/>	
Finger "nips"							<input type="checkbox"/>					<input type="checkbox"/>	
Danger to others from failure of pupils/ parents to comply with safety instructions from staff			<input checked="" type="checkbox"/>					<input type="checkbox"/>					<input type="checkbox"/>
							<input type="checkbox"/>					<input type="checkbox"/>	
							<input type="checkbox"/>					<input type="checkbox"/>	



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Activity/Task/ Risk From	Hazard	Persons at Risk	Existing Control Measures	S	L	R	Res	Further Control Measures required	Date further measures completed by
Pupils & staff with prior medical conditions deemed as 'Clinically Extremely Vulnerable' (CEV).	1. Persons with prescribed medical conditions and deemed previously as 'clinically extremely vulnerable' are more at risk from COVID19 effects.	Pupils Children/ Staff	<ol style="list-style-type: none"> The national shielding advice for all adults and children will pause on 31st March 21, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). The small number of pupils who will remain on the CEV shielded patient list should continue to remain away from school; Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, there is an expectation that School will be able to immediately offer them access to remote education; CEV staff are advised not to attend the workplace; Risk assessments in place for those choosing to return before 31st March. Clinically Vulnerable (CV) staff can continue to attend 	5	3	15	H	1. Staff & Parents aware of the NHS 'Test & trace' process and responsibility to inform school management if they are advised to socially isolate for 10 days because of a contact alert.	

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			<p>school. While in School they must follow the system of controls to minimise the risks of transmission.</p> <p>5. Staff who live with those who are CV can attend the workplace but should ensure they maintain good prevention practice in the workplace and at home.</p> <p>6. A person who lives with those who are/ were defined clinically extremely vulnerable or clinically vulnerable can attend School;</p> <p>7. Pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for clinically-vulnerable people which will be kept updated.</p> <p>8. School Management are aware that pregnant women from 28 weeks' gestation, or with underlying health conditions at any point of gestation, may be at greater risk of severe illness if they</p>					
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			catch coronavirus (COVID-19), where the NEM’s Risk Assessment will be reviewed fortnightly. Risk assessments in place for pregnant members of staff from 8th March 2021						
Persons entering site with COVID19 symptoms	1. Transmission of COVID19 to the School/ Nursery community.	Children/ Pupils/ Staff/ Others	1. Staff, children & pupils must not attend if they have symptoms or are self-isolating due to symptoms in their household/ support bubble or via receiving an alert from the NHS ‘Test & trace’ process or they have had a positive test through LFD or PCR. They must immediately cease to attend and not attend for at least 10 days from the day after : a. the start of their symptoms b. the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test); 2. School & Nursery settings do	4	2	8	M	1. Remind parents & staff that the 10 full days self-isolation period for persons displaying symptoms is still current. Other Household members still need to isolate for 10 days.	

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			<p>not need to take children/ pupil's temperatures every morning;</p> <p>3. Any member of staff who has provided close contact care to someone with symptoms, regardless of whether they are wearing PPE, and all other members of staff or pupils who have been in close contact with that person, do not need to go home to self-isolate unless:</p> <ul style="list-style-type: none"> a. the symptomatic person subsequently tests positive; b. they develop symptoms themselves (in which case, they should self-isolate immediately and arrange to have a test); c. they are requested to do so by NHS Test and Trace or the Public Health England (PHE) advice service (or PHE local health protection team if escalated); d. they have tested positive from an LFD test as part of 					
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			a community or worker programme.						
COVID19 virus being accidentally brought onto the site.	<ol style="list-style-type: none"> 1. Transmission of COVID19 to the School/ Nursery community; 2. Some BAME children/ pupils & staff members are statistically at higher risk; 	Children/ Pupils/ Staff/ Others	<ol style="list-style-type: none"> 1. School Management will notify pupils & parents and staff of the process for wearing/removing face coverings when pupils and staff arrive at school. Pupils must be instructed <u>not to touch</u> the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a sealable plastic bag they can take home with them, and then wash their hands again before heading to their classroom; 2. Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all 	4	2	8	M	<ol style="list-style-type: none"> 1. Where Classroom settings can keep children and young people in these groups away from each other, they should do so. Brief, transitory contact, such as passing in a corridor, is low risk. With younger pupils or pupils with complex needs, this may not be possible at all times therefore staff should avoid face to face contact and minimise the time spent within 1-metre of anyone; 2. School will be resuming Breakfast & Kids Clubs from 8th March for critical KW children only. 3. Other after school clubs will resume 	

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			<p>parts of the hands are covered. The hand washing times should be:</p> <ol style="list-style-type: none"> a. When arriving at School; b. Returning from breaks; c. When they change rooms; d. Before & after eating; e. When supporting younger pupils who may need assistance in washing their hands effectively or more frequently; <p>3. School Management will update pupils, their Parents and staff on the required behaviour policies – At Marlbrook the behaviour policy was reviewed during the last 12 months and takes into account the Covid pandemic. Revised sanctions and consequences are in place. Inappropriate behaviour will not be tolerated – where this impacts on the health and safety of themselves or others;</p> <p>4. Ensuring good respiratory hygiene - promote the 'catch</p>				<p>from 8th March 2021 with very limited numbers and restricted year groups.</p> <ol style="list-style-type: none"> 4. If it is not possible to keep pupils in the same Year groups, then consistent groups in the Clubs will be adopted where possible and parents informed; 5. Adjusting the timetable and selection of classroom or other learning environment to reduce movement around the school or nursery building; 6. Removing unnecessary items from classrooms and other learning environments, where there is space to store it elsewhere, to 	
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			<p>it, bin it, kill it’ approach;</p> <p>5. Cleaning frequently touched surfaces e.g., books, toys, desks, chairs, doors, sinks, toilets, light switches, bannisters often using standard products, such as detergents and bleach;</p> <p>6. Minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break & lunch times). Adequate time will be allowed for cleaning surfaces in the Dining areas;</p> <p>7. In the School Reception area, a barrier screen is in place for any visitors to remain behind whilst dealing with staff. A record of all visitors to a School setting must be maintained, with visits outside school hours being the preferred option;</p> <p>a. School will maintain distinct groups or ‘bubbles’ that do not mix which makes it quicker</p>				<p>improve space between children/ staff;</p> <p>7. Removing soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) to reduce the risk of transmission;</p> <p>8. Lidded Bins for tissues are emptied throughout the day;</p> <p>9. School Management will promote Staff & Parents awareness of the NHS ‘Test & trace’ process and responsibility to inform school management if they are advised to socially isolate for 10 days because of a contact alert;</p> <p>10. Staff & Parents aware of their responsibility to inform school</p>	
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			<p>and easier in the event of a positive case to identify those who may need to self-isolate and keep that number as small as possible. School will endeavour to limit interaction and the sharing of rooms and social spaces between groups as much as possible. We will keep pupils in their year groups for most of the classroom time, but also allow mixing in wider groups for wraparound care;</p> <p>8. Teachers and other staff <u>can</u> operate across different classes and year groups in order to facilitate the delivery of the school timetable. Where staff need to move between classes and year groups, they should try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults;</p>				<p>management if they are required to quarantine having recently visited countries outside the Common Travel Area;</p> <p>11. Supply teachers, peripatetic teachers and/or other temporary staff can now move between schools. The persons concerned should ensure they minimise contact and maintain as much distance as possible from other staff. Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual;</p> <p>12. Volunteers may be used to support the work of the school,</p>	
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			<p>9. Ensure that, wherever possible, children use the same classroom or area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day. Where space allows, we will attempt to seat pupils side by side and facing forwards, rather than face to face or side on. Pupils will be sat at the same desk each day and there will be no need to adjust our Class sizes from the usual;</p> <p>10. Pupil groups will be kept apart, meaning that large gatherings such as assemblies or collective worship with more than one group, will be suspended until further notice;</p> <p>11. Wearing a face covering or face mask for pupils in Primary schools is not recommended by Government, but will be permitted if parents/pupils prefer. Face coverings should be worn by staff and adult</p>				<p>as would usually be the case. Mixing of volunteers across groups should be kept to a minimum, and they should remain 2 metres from pupils and staff where possible;</p> <p>13. Staff may need to be redeployed to ensure that all classes are able to operate safely;</p>	
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			<p>visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas);</p> <p>12. Face visors or shields should not be worn as an alternative to face coverings/ masks;</p> <p>13. If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their school/ nursery setting and needs direct personal care until they can return home. A fluid resistant (IIR type) face mask must be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a fluid resistant (IIR type) face mask must be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to</p>					
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			<p>the eyes, for example from coughing, spitting, or vomiting, then eye protection (goggles or face shield) should also be worn;</p> <p>14. Sufficient handwashing facilities to be available. Where a sink is not nearby, hand sanitisers will be provided in classrooms and Nursery settings;</p> <p>15. Ensure that all adults and children are aware to:</p> <ul style="list-style-type: none"> a. Frequently wash their hands with soap and water for 20 seconds and dry thoroughly. b. Clean their hands-on arrival at the School/ Nursery, after using a toilet, after breaks, before and after eating, and after sneezing or coughing; c. Encouraged not to touch their mouth, eyes and nose; d. Use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it'); 					
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			<p>e. Ensure that help is available for pupils and children who have trouble cleaning their hands independently;</p> <p>16. The School usual uniform policy will resume, with parents notified that pupil uniform does not need cleaning any more often than usual or cleaned using different methods from normal;</p> <p>17. Maximise natural & mechanical ventilation throughout the school/ nursery setting e.g., opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors can also assist with creating a throughput of air;</p> <p>18. To balance the need for increased ventilation while maintaining a comfortable</p>						
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			<p>temperature, we will consider:</p> <ul style="list-style-type: none"> a. opening high level windows in colder weather in preference to low level to reduce draughts; b. increasing the ventilation while spaces are unoccupied (for example, between classes, during break and lunch, when a room is unused) c. providing flexibility to allow additional, suitable indoor clothing as has previously been allowed; d. rearranging furniture where possible to avoid direct draughts. Heating should be used as necessary to ensure comfort levels are maintained particularly in occupied spaces; <p>19. Accessing Classrooms directly from outside where possible * See local signage at the School;</p> <p>20. Stagger the following</p>					
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			<p>activities so that all children are not moving around the school/ nursery at the same time:</p> <ul style="list-style-type: none"> a. Break times including lunch. Dining areas must be cleaned between groups; b. Drop-off & collection times; c. Monitor that toilets & cloakrooms do not become crowded by limiting the number of children who use the toilet facilities at one time; <p>21. School Management will support the asymptomatic testing process using the LFD routine test kits for staff to voluntarily test twice weekly & follow the guidance and risk assessment set out for their settings. Separate to the asymptomatic testing regime, School received an initial supply of 10 PCR test kits before the start of the autumn term in 2020. These</p>					
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			<p>PCR test kits are provided to be used in the exceptional circumstance that an individual becomes symptomatic and School Management believe they may have barriers to accessing testing elsewhere where the kits can be given directly to:</p> <ul style="list-style-type: none"> a. Staff - If they test negative, they can return to work as soon as they are well and no longer have symptoms of coronavirus (COVID-19); b. Parents collecting a pupil who has developed symptoms at School. <p>22. Parents/ Carers notified that if their child needs to be accompanied to the School or Nursery setting, only one parent/ carer should attend;</p> <p>23. Parents/ Carers and young people are notified of their allocated drop off and collection times and the process for doing so, including protocols for</p>						
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			<p>minimising person to person contact (for example, which entrance to use);</p> <p>24. Notify Parents/ Carers that they cannot gather at entrance gates or doors, or enter the site (unless they have a pre-arranged appointment, which should be conducted safely);</p> <p>25. Stagger the use of staff rooms and offices to minimise occupancy to maintain social distancing. Remind staff to maintain social distancing in WC's;</p> <p>26. AiP School meal provider will resume full supply from 8th March 2021. There is specific guidance for Canteens & School meal providers for them to observe – this will be provided by their employer;</p> <p>27. Pupils and Teaching staff can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to</p>					
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			<p>pupil education and development;</p> <p>28. Individual and very frequently used equipment, such as pencils and pens, staff and pupils will have their own items that are not shared;</p> <p>29. Classroom based resources, such as books and games, can be used and shared within the pupil group; these should be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently, meticulously and <u>always between bubbles</u>, 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 groups;</p> <p>30. School will assess the ability to clean equipment used in the delivery of therapies e.g.,</p>					
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			<p>physiotherapy, sensory or play therapy equipment to determine whether this equipment can withstand cleaning and disinfecting between each use before it is put back into general use. Where cleaning or disinfecting is not possible or practical, resources will be either:</p> <ul style="list-style-type: none"> a. restricted to one user; b. left unused for a period of 48 hours (72 hours for plastics) between use by different individuals; <p>31. Pupils should limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery and mobile phones. Bags are allowed;</p> <p>32. Outdoor playground equipment can be used but will be more frequently cleaned. This also applies to resources used inside and outside by Breakfast Club and Kids Club;</p>						
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		<p>33. For Physical activities, pupils should be kept in consistent groups, sports equipment thoroughly cleaned between each use by different individual groups, and contact sports 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. This is particularly important in sports settings because of the way in which people breathe during exercise. School can work with external coaches & organisations for PE activities & we will obtain a copy of their Risk Assessments before doing so. Competition between different schools should not take place until wider grassroots sport for under 18's is permitted;</p> <p>34. School Management have</p>						
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			<p>noted that there may be an additional risk of infection in environments where pupils or others are singing, chanting, playing wind or brass instruments or shouting. To reduce the risk, particularly when pupils are playing instruments or singing in small groups such as in music lessons by, for example, handwashing before & after handling instruments, physical distancing and playing outside wherever possible, positioning pupils back-to-back or side-to-side, avoiding sharing of instruments, and ensuring good ventilation. Singing, wind and brass playing should not take place in larger groups such as school choirs and ensembles, although singing is allowed as part of an act of worship;</p> <p>35. PPA work in a common area should be avoided unless workstations & shared equipment are cleaned in</p>						
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			<p>between users;</p> <p>36. If face-to-face meetings are necessary, keep all attendees 2-metres apart, ensure they do not share objects, such as pens and paper, and have hand sanitiser accessible.</p> <p style="color: red;">Staff meetings are currently scheduled for Teams meetings.</p>						
<p>Transport & journeys to/ from School/ Nursery</p>	<p>1. Transmission of COVID19 to the School/ Nursery community.</p>	<p>Children/ Pupils/ Staff/ Others</p>	<p>1. School Management encourages parents and children & staff to walk or cycle to their school/ nursery where possible;</p> <p>2. Government advice for passengers on public transport to adopt a social distance of two metres from people outside their household or support bubble, or a 'one metre+' approach where this is not possible, does not apply from 8th March 2021 on pupil dedicated transport, although social distancing should be put in place whenever possible;</p> <p>3. School Management will</p>	4	2	8	M	<p>School/ Nursery Minibuses should not use 'face to face' seating layouts.</p>	

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			<p>liaise with transport providers to ensure:</p> <ul style="list-style-type: none"> a. Pupils are grouped together on transport, where possible, should reflect the groups that are adopted within School; This isn't feasible with Little Dewchurch transport b. Hand sanitiser is provided and used by pupils upon boarding and/or disembarking; c. Organised queuing and boarding are implemented, where possible; d. Social distancing <u>within</u> vehicles is maximised, wherever possible; e. Get written assurance from transport providers of details of their additional cleaning of vehicles programme; f. Get written assurance that transport providers do not work if they or a member of their 					
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			<p>household are displaying any symptoms of coronavirus;</p> <p>4. When using minibuses/ coaches:</p> <p>a. Substituting smaller vehicles with larger ones, or running 2 vehicles rather than one, where possible, to reduce the number of passengers per vehicle and increase the amount of space between passengers;</p> <p>b. Cordoning off seats and eliminating face-to-face seating, where vehicle capacity allows, to help passengers spread out.</p>						
<p>Pupil/ Child or adult displays COVID19 symptoms whilst at School/ Nursery.</p>	<p>1. Transmission of COVID19 to the School/ Nursery community.</p>	<p>Children/ Pupils/ Staff/ Others</p>	<p>1. If anyone becomes unwell with a new, continuous cough or high temperature (37.8°C) or anosmia in an education or childcare setting, they must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance;</p>	<p>4</p>	<p>2</p>	<p>8</p>	<p>M</p>	<p>1. Cleaning of the area(s) concerned is covered by a Post-COVID19 Infection Risk Assessment.;</p> <p>2. Education settings as employers can book tests through an online digital portal. There is also an option for</p>	

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			<p>2. If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people;</p> <p>3. If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else;</p> <p>4. PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs);</p>				<p>employees to book tests directly on the portal. LFD test kits are made available to staff members for routine testing. PCR test kits are available within School;</p> <p>3. Staff & Parents aware of the NHS 'Test & trace' process and responsibility to inform school management if they are advised to socially isolate for 10 full days because of a contact alert.</p>	
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			<p>5. In an emergency, call 999 if they are seriously ill or injured or their life is at risk. The person must not visit the GP, pharmacy, urgent care centre or a hospital;</p> <p>6. If a member of staff has helped someone who was unwell with a new, continuous cough or high temperature (37.8°C) or anosmia, <u>they do not need to go home unless they develop symptoms themselves</u> (and in which case, they should arrange for a test) or the child subsequently tests positive. They <u>must</u> wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant <u>must</u> occur, after someone with symptoms has left will reduce the risk of passing the infection on to other people;</p>					
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			<p>7. All staff and pupils/ children who are attending a school or nursery setting will have access to a test if they display symptoms of coronavirus and should get tested in this scenario;</p> <p>8. Where the child, pupil or staff member subsequently tests positive, the rest of their bubble should be sent home and advised to self-isolate for 10 full days. The other household members of that wider bubble do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms;</p> <p>9. Schools Management understands the NHS Test and Trace process and how to contact their local Public Health England health protection team or if additional support is needed, then contact the DfE Helpline on 0800 046 8687, option1;</p> <p>10. School Management have</p>					
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			<p>ensured that staff members and parents/carers are aware that they will need to be ready and willing to:</p> <ul style="list-style-type: none"> a. Book a test if they are displaying symptoms. Staff and pupils must not come into School if they have symptoms and must be sent home to self-isolate if they develop them in School. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit; b. Provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace; c. Self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) 						
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			<p>symptoms or someone who tests positive for coronavirus (COVID-19);</p> <p>11. Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test;</p> <p>12. School Management must take swift action when they become aware that someone who has attended School has tested positive for coronavirus (COVID-19). School Management will contact the local health protection team. This local health protection team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace;</p> <p>13. If Schools has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an</p>						
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			<p>outbreak, and School Management will continue to work with their local health protection team who will be able to advise if additional action is required;</p> <p>14. In some cases, our local health protection team may recommend that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or phase/key stage.</p>						
Educational visits	<ol style="list-style-type: none"> 1. Increased exposure to persons outside their community; 2. Reliance on the visit environment being kept clean & appropriately cleaned; 3. Visit to areas subsequently designated as a COVID19 'hotspot'. 	Pupils/ Staff	<ol style="list-style-type: none"> 1. Government advises against all educational visits. School Management will comply with this & monitor for any review in this advice. 	4	3	12	H		

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<p>Stress upon staff members</p>	<ol style="list-style-type: none"> 1. Roles may be overlapping with greater demands in shorter term; 2. Parents may make increased demands upon staff. 	<p>Staff</p>	<ol style="list-style-type: none"> 1. Prioritisation of important tasks for the School/ Nursery community for that day/ week; 2. Regular feedback & updates for remaining staff as a group activity; 3. Staff kept informed of developments before pupils/ children & parent community; 4. Staff aware of need to report concerns to School Management; 5. Governing Body aware of the need to support Headteacher & Leadership Team. 	<p>3</p>	<p>3</p>	<p>9</p>	<p>M</p>	<p>Minimise/ only essential contact with staff members outside working hours.</p>	
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S (Severity of accident/ exposure) x L (Likelihood of that accident/exposure happening) = R (Result). Res = Risk Rating Score - L, M or H

Assessment authorised by Headteacher			
Print Name: Tracey Kneale		Signature:	Date: 04/03/2021
RISK RATING SCORE	RESIDUAL RISK LEVEL	MANAGERIAL ACTION	RISK RESULT
1 - 5	L - LOW	Monitor, no action normally required	Acceptable = Risk Level & Controls Acceptable
6 - 10	M - MEDIUM	Attempt to improve controls so far as is reasonably practicable	
11 - 25	H - HIGH	Priority action to be taken to apply control measures	Not Acceptable = Risk Level & Controls Not Acceptable – Further Action Required
The Risk Assessment should be reviewed where circumstances change and/or at least annually. Significant changes will require a new risk assessment. For minor changes complete the boxes below. Attach additional Assessment Review Pages as necessary.			
Assessment Review			
Reviewed by:		Review date: Daily in first week/ Weekly	Existing risk assessment valid? (Y/N):
Has the activity changed? (Y/N):	How:	New controls:	
Have new equipment or materials been introduced? (Y/N):	What:	New controls:	