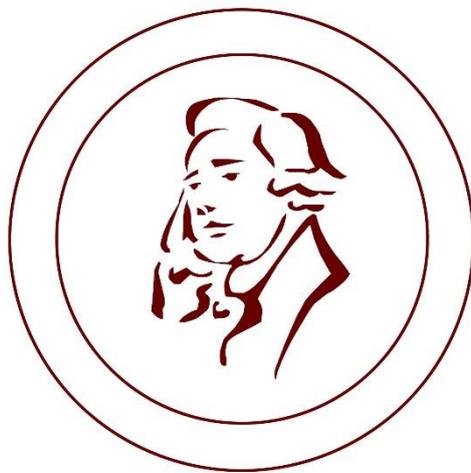


# **Thomas Telford School**



## **COVID-19 Risk Assessment September 2020**

September 2020

# **TTS – Risk Assessment for September 2020**

## **Key principles:**

- **Students in year group bubbles – respect personal space and non-contact**
- **Staff 1 metre plus distancing between each other and students**
- **Extensive cleaning regime during day and each evening with additional measures to be undertaken by staff/students in specialised venues used by multiple bubbles**
- **Strong emphasis on personal hygiene**
- **Staggered start and finish to the day and no Session 3**
- **High levels of supervision and controls on movement around the school**
- **High expectations on staff and students to be familiar and comply with the “new normal”**
- **Supportive and caring environment for staff and students**
- **Timely and measured response to any symptomatic staff or students working closely with public health authorities if necessary**
- **After implementing measures risk level is low**

## **Considerations for risk assessment**

- **Aim to cover all aspects of the school day**
- **Presented in a logical and structured format**
- **Avoidance of repetition**
- **Staff consulted and able to contribute where appropriate**
- **Regularly review and updates**
- **Shared with all stakeholders**

## **Content**

- **Government justification for full opening of schools**
- **Social distancing travelling, entering and exiting school**
- **Social distancing and expectations in the classroom**
- **Social distancing and hygiene using toilets**
- **Social distancing and hygiene during breakfast and lunch**
- **Hygiene and cleaning**
- **Social distancing in corridors/movement**
- **Resources and hygiene**
- **Student emotional distress**
- **Staff anxieties**
- **Staff close contact with children**
- **Vulnerable staff and family members**
- **Students or staff displaying symptoms**

## Risk Assessment Thomas Telford School – COVID - 19

<b>Location / Site</b>	Insert location and site where activity taking place
Old Park Telford	
<b>Activity / Procedure</b>	Insert name/type of activity or procedure being assessed
Re-opening of the School for all students, from all year groups on a full time basis – September 2020	
<b>Assessment date</b>	Insert date when assessment is being carried out
10/07/2020	

<b>Identify people at risk</b>	YES or NO
<b>Employees</b>	<b>YES</b>
<b>Children</b>	<b>YES</b>
<b>Visitors</b>	<b>YES</b>
<b>Contractors</b>	<b>YES</b>

### Government Guidance for full opening of schools published on 2 July 2020 states:

Returning to school is vital for children’s education and for their wellbeing. Time out of school is detrimental for children’s cognitive and academic development, particularly for disadvantaged children. This impact can affect both current levels of learning and children’s future ability to learn, and therefore we need to ensure all pupils can return to school sooner rather than later.

The risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health implications of being out of school. We know that school is a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families.

Lower academic achievement also translates into long-term economic costs due to having a less well-qualified workforce. This affects the standard of living that today’s pupils will have over the course of their entire life. For many households, school closures have also affected parents and carers ability to work. As the economy begins to recover, we need to remove this barrier so parents’ and carers’ can return to work.

In relation to working in schools, whilst it is not possible to ensure a totally risk-free environment, the Office of National Statistics' analysis on [coronavirus \(COVID-19\) related deaths linked to occupations](#) suggests that staff in educational settings tend not to be at any greater risk from the disease than many other occupations. There is no evidence that children transmit the disease any more than adults.

Given the improved position, the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from coronavirus (COVID-19), and this guidance explains the steps schools need to take to reduce risks still further. As a result, schools can plan for all children to return and start to reverse the enormous costs of missed education. This will be an important move back towards normal life for many children and families.

Schools are asked to prepare to welcome all children back this Autumn. While coronavirus (COVID-19) remains in the community, this means making judgments at a school level about how to balance and minimise any risks from coronavirus (COVID-19) with providing a full educational experience for children and young people. Schools should use their existing resources to make arrangements to welcome all children back.

[Government Guidance – Coronavirus \(COVID-19\); implementing protective measures in education and childcare settings updated 1 June 2020 and Guidance for Secondary Provision from 15 June 2020](#) introduced a new social distancing concept from 4 July 2020 which is referred to as 1m plus. The guidance states that where it is possible to keep 2 metres apart, people should. But where it is not, we will advise people to keep a social distance of 'one metre plus', meaning they should remain one metre apart, while taking mitigations to reduce the risk of transmission.

There is a long list of possible mitigations for different working scenarios. These include, for instance, avoiding face-to-face seating by changing office layouts, reducing the number of people in enclosed spaces, improving ventilation, using protective screens and face coverings, closing non-essential social spaces, providing hand sanitiser and changing shift patterns so that staff work in set teams.

The measures set out in [the full opening of schools July 2020](#) guidance provide a framework for school leaders to put in place proportionate protective measures for children and staff, which also ensure that all pupils receive a high quality education that enables them to thrive and progress. In welcoming all children back this Autumn, schools will be asked to minimise the number of contacts that a pupil has during the school day as part of implementing the system of controls outlined in this risk assessment.

While the aim is to have all pupils back at school in the autumn, every school will also need to plan for the possibility of a local lockdown and how they will ensure continuity of education.

**Government guidance for schools states:**

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing whilst students are being transported to and from the school waiting to enter/leave the school or classroom in morning/afternoon</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. All parents will be encouraged to bring the students to school by car and collect when school finishes. Some students may need to use coaches provided by the school.</li> <li>2. All students and staff to wear face coverings on coaches from Wolverhampton and if using public transport. This will be made very clear to parents in our communications. A small supply of face masks will be made available to bus stewards to distribute to students without, on the first day, but parents will be contacted and further use of the coach will not be permitted without a face covering. Hand gel will be provided and should to be used on the journey when getting on the coach.</li> <li>3. Bus stewards to implement a strict seating plan by year group on the coaches.</li> <li>4. A used face covering must not be brought in to the school unless deposited in a plastic bag.</li> <li>5. A supply of plastic bags will be available at entrances.</li> <li>6. The plastic bag must be deposited in the student’s bag and remain there until they have left the school grounds.</li> <li>7. Face masks may be dispensed with in the bin provided prior to entry to the school.</li> <li>8. Markers and signage outside the entrances to the school and by cloakrooms for the students and or parents to remind of need to social distance.</li> <li>9. A natural staggered start with students arriving between 7.45am and 8.20am with year groups allocated different gates for students to arrive and leave as directed by staff.</li> <li>10. Controlled supervised entry in to and exit from the school via seven separate year group cloakrooms and then identified entrances/exits into school.</li> <li>11. Students must go directly to their teaching venue from cloakroom and after hand sanitising.</li> <li>12. No parents to enter grounds without permission from Saffron Baxter who will be contacted by Tom Martin.</li> <li>13. Instructions shared by security (Tom Martin and others who control the Gatehouse) re social distancing between families or visitors who may arrive at the School.</li> <li>14. No lining up of students outside of classrooms, students straight into venues and in seats.</li> <li>15. A staggered and controlled dismissal will take place at the end of the day to allow the students to leave the site without crowding.</li> <li>16. Cloakrooms will be supervised and a staff presence at the front of the school will ensure students are collected and avoid interacting with students from other year groups whilst waiting.</li> <li>17. There will be no Session 3 until further notice.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing in the classroom</b> resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Students will be organised in year group “bubbles” and spend the majority of the week in the same suite of venues and only with other students from that bubble.</li> <li>2. Teachers move to where students are located to teach unless teaching is taking place in specialist venues.</li> <li>3. Students stay in the classroom for majority of the day and do not mix with other groups.</li> <li>4. Assemblies will be through the broadcast.</li> <li>5. Students in bubbles will be instructed to observe the 1m plus rule in relation to social distance from staff and to not touch or invade other students’ personal space at any time, including touching their belongings.</li> <li>6. Staff will be offered a face visor for all teaching situations and will be encouraged to teach from the front, keeping an appropriate distance from students.</li> <li>7. An area will be marked out as an area for the teacher – 2m distancing at front of room where this is possible. This is a space that students should not enter. In rooms where this is not possible, teachers are required to use face visors at all times.</li> <li>8. Seating Plans to be used by all staff to support strategies for entry and exit to the venue.</li> <li>9. Where possible classrooms will be organised with children facing in one direction.</li> <li>10. Staff will be encouraged to keep rooms well ventilated by opening doors and windows where weather conditions and the venue allows. Air conditioning units can be used.</li> <li>11. A special student charter has been created for the students and will be shared with them.</li> <li>12. This charter will be re-visited and modelled regularly and linked to school behaviour system – lots of praise for adherence and sanctions for non-compliance. All staff will be asked to familiarise themselves with the student charter.</li> <li>13. When staff are providing feedback they should use the interactive whiteboard or verbal communication and not close interaction.</li> <li>14. Students will be dealt with severely if they cannot adhere to the charter and if necessary spoken to by a senior member of staff about the importance of sticking to the rules. In extreme cases this may result in a student being sent home and the need to discuss the matter with parents.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Lack of social distancing using toilets and poor hygiene</b> resulting in direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Teachers to be vigilant regarding who they are sending to the toilet - only three boys and three girls allowed to go into their respective toilet areas at a time. Only send one student from your class at a time.</li> <li>2. Toilets will be supervised all day.</li> <li>3. There will be distance markers from toilet doors – students to be told to wait on the markers if other students are in the toilet and only move into the toilets when instructed.</li> <li>4. Staff on breakfast and lunch duty will prevent significant queues by controlling access from the restaurant.</li> <li>5. All toilets in use for the students who will be instructed to keep appropriate distance at all times.</li> <li>6. Importance of washing hands after visiting the toilets always reminded.</li> <li>7. Extra Signs in toilets re washing hands.</li> <li>8. Paper towels will be used to dry hands and the hand dryers will not be in operation as they might be a vehicle to circulate the virus in the air.</li> <li>9. All doors to be wedged open to avoid touching.</li> <li>10. Toilets to be included in the high touch points cleaning regime throughout the day.</li> <li>11. The quality of cleaning of toilets will be monitored.</li> <li>12. Availability of soap will be monitored to ensure we do not run out.</li> <li>13. Staff toilet limited to two people at a time with appropriate social distancing expected.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing and hygiene during breakfast and lunchtimes and on the playground resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Students will take breakfast and lunch breaks strictly in year group bubbles.</li> <li>2. Students will always be called to breakfast and lunch, no time rota.</li> <li>3. Students will be supervised on route to breakfast and lunch, with particular care taken if route takes them through another year group bubble zone. Prescribed outside routes to be used wherever possible.</li> <li>4. Students will be instructed not to invade other students' personal space or touch other students or others food whilst moving, lining up or sitting down to eat</li> <li>5. Students to use hand sanitisers before leaving venue or as entering the restaurant.</li> <li>6. Kitchen staff to serve food observing an enhanced hygiene regime.</li> <li>7. If cups and cutlery needed, an adult wearing gloves will hand these to individual students so they are not touching crockery and cutlery.</li> <li>8. Trays and cutlery can be returned in the normal way.</li> <li>9. Thumb print can be used for payment. Sanitised after each individual use by person operating the till.</li> <li>10. Kitchen staff and till supervisors to be offered the use of face visors when serving children.</li> <li>11. Strictly one student per seat and movement, other than when tidying away is discouraged.</li> <li>12. Staff to maintain 1m plus social distancing whilst escorting children, whilst sat in the dining area and when moving around the restaurant area. Visors for staff managing students in this area are highly recommended.</li> <li>13. No vending machine or water fountain provision for students who will need to bring their own supply of liquids.</li> <li>14. A vending machine and microwave available for staff but with strict instructions to wipe surfaces between each use.</li> <li>15. At lunch students move to hard play area in their year group bubble and students expected to socialise without invading other students' personal space or touching others.</li> <li>16. All surfaces in restaurant to be wiped down by cleaning staff before next year group arrive.</li> <li>17. High levels of supervision on the hard play to be in operation.</li> <li>18. Mobile handwashing facilities available on the hard play area for student use.</li> <li>19. Return from breakfast and lunch to be timely, well ordered and by the most direct route as instructed. (not through the restaurant) and using an outside route where possible.</li> <li>20. Students will be collected and return to their class venue without lining up outside.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of spreading virus due to poor hygiene</b> around school resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Soap order in large quantities.</li> <li>2. Extra sanitisers and refills in each classroom/venue.</li> <li>3. 12 additional hand washing stations available inside and outside of the building.</li> <li>4. Regular hand washing/sanitising to be undertaken.</li> <li>5. Separate hand gel inside all classrooms for adult use.</li> <li>6. A good supply of hand gel will be maintained.</li> <li>7. Tissues and anti-bacterial wipes to be made available in classrooms which can be used to wipe telephones and photocopiers.</li> <li>8. Students/staff hand wash or sanitise on entry to school, before lunch, after lunch, before leaving school, using the toilet, after handling any practical equipment and any time they cough or sneeze.</li> <li>9. Washing hands posters in all washing areas and displayed around the school.</li> <li>10. Reminders how to wash hands and sanitise properly – videos and posters.</li> <li>11. Explicit teaching &amp; posters on how to cough/sneeze into the bend in your arm and catch it, bin it, kill it.</li> <li>12. Darren Crook to monitor stock levels regularly and report any diminishing of stock to Stephen Turton.</li> <li>13. Students to wear PE kit to school on the days they have PE or Dance to avoid the need for changing.</li> <li>14. Staff to rotate business dress wear possible and avoid wearing the same clothes on successive days.</li> <li>15. Bins with lids to be emptied regularly and high touch points cleaned.</li> <li>16. Cleaning team will be available all day to assist with cleaning procedures.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing in the corridors resulting in direct transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Students will be organised in year group bubbles and must stay in their classroom, except for an urgent toilet visit.</li> <li>2. Report via reception phone and ask for Rob Furlong, Phil Nicholls, James Saunders or Ian Rawlings if a student goes missing from your classroom.</li> <li>3. One student allowed to go to the toilet at one time from any class. Teaching staff should use a common sense approach to minimise and monitor toilet visits. Movement in the final 10-15 minutes of the school day should be avoided.</li> <li>4. When teaching group moves to a specialist area – outside of the year group bubble students should go quickly and directly and not linger in any area on the way. Limited touching of surfaces will be encouraged and 1m plus distancing should be respected between students from other year group bubbles or staff.</li> <li>5. When possible movement should be supervised with an adult at back directing students.</li> <li>6. General movement on the stairs and corridors should be limited but everyone should stay to the left and respect 1m plus social distancing at all times.</li> <li>7. Non-contact staff to work in designated staff working areas and to avoid any unnecessary movement. Emma Powell to inform staff specific venues to use.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Contact of shared resources</b> resulting in indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Students to bring individual items of stationery and allocated books to use for the time they are in the school.</li> <li>2. The School shop will not be available to students. Students need to be reminded that it is their responsibility to have the correct equipment with them every day. Teachers can keep a small supply of stationery in the classroom in the event a student is without.</li> <li>3. Equipment to be wiped down at the end of every day using anti-bacterial wipes by cleaning team.</li> <li>4. Resources washed/disinfected each evening or between sessions in specialised venues and left to dry if not same person using them the next day. See Appendix A.</li> <li>5. IT equipment after use to be wiped down (incl. iPads, laptops and PCs).</li> <li>6. Exercise books can be taken in and marked by teachers and can be taken home for marking. The school will provide all teachers that want one with a foldaway mobile trolley to transport books.</li> <li>7. Only students to handle red portfolios and students not to handle each other's, as the virus can remain longer on plastic.</li> <li>8. Lessons planned, so resources are wherever possible, individual and not shared – or on whiteboard.</li> <li>9. Use of paper based text books is acceptable within bubbles but staff should adopt a rotation of text books if they are to be used with more than one bubble and should be more cautious if using text books with shiny pages and as a minimum wipe down covers between use.</li> <li>10. Plastic folders should be wiped down if needed to be collected by the teacher, as the virus can remain longer on plastic. Avoid using plastic poly – pockets.</li> <li>11. Staff to ensure all equipment used by themselves is wiped down after use. This includes sanitising computer key boards and telephones.</li> <li>12. Door handles and other touch point surfaces incl. chairs to be cleaned throughout the day by cleaners.</li> <li>13. Children and adults to wash or sanitise hands regularly throughout the day and in lessons as required.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress by students</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Small numbers of students may require support for their emotional needs.</li> <li>2. Students may have lost a loved one or experienced a difficult time through lockdown.</li> <li>3. Refer all cases of concern to Phil Nicholls who will delegate referrals as appropriate.</li> <li>4. Each student will still be allocated a personal tutor who remains the first point of contact. Communication can still continue via email and telephone and personal tutors should make an effort to look out for the welfare of all their students as always.</li> <li>5. Staff should encourage discussion about the 'new normal' we are now all living with exerting care regarding information that is shared.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Emotional distress of the staff – including anxiety</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. All staff and team meetings – to adopt 2 metre social distancing at all times. Meeting can also take place using remote technology if preferred.</li> <li>2. Staff should share any concerns with their line manager who will where appropriate communicate with the Head.</li> <li>3. Regular well-being advice will be made available to staff as appropriate.</li> <li>4. Risk assessments reviewed regularly.</li> <li>5. Teachers/staff in any room must adopt 2 metre social distancing wherever possible.</li> <li>6. Small offices must only occupy one person.</li> <li>7. Only two people at a time allowed to visit the Head’s office.</li> <li>8. Only two people at a time allowed to visit the General Office/data office.</li> <li>9. Any meetings with parents to be conducted with 2m social distancing organised throughout.</li> <li>10. Ask reception to call Saffron Baxter if you need to see her or the Head.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of spreading virus due to close contact with children, 1:1 and restraint</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Guidance from the DfE/LA and Government medical advisers is regularly updated and staff will be informed accordingly.</li> <li>2. PPE clothing will be available for staff who may have to attend to a student or colleague requiring support or medical attention.</li> <li>3. The medical room will continue to be used to support students and the new “Nurture Room” will be used as an additional quarantine area if required.</li> <li>4. A good stock of disposable aprons, gloves and face masks are available in addition to face visors offered to all staff that might be involved in managing students presenting symptoms.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Risk of illness of vulnerable staff and family members</b> through direct and indirect transmission of the virus			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Those who are clinically extremely vulnerable (those who have received a letter from government or clinician) must take particular care while community infection rates continue to fall. These individuals can return to work as long as they maintain social distancing. An individual risk assessment should be agreed with the line manager.</li> <li>2. Those who are clinically vulnerable eg pregnant, asthmatic or people with particular characteristics which may put them at comparatively increased risk of Covid 19 – can work in school as long as they maintain social distancing from colleagues and children. If individuals are concerned we recommend a discussion takes place with their line manager and the school will try and accommodate any additional measures that may be necessary.</li> <li>3. Those living with someone who is clinically extremely vulnerable or clinically vulnerable can attend school and work with children.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>Identify hazard</b>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<b>Transmission of the virus by a students’ or staff displaying symptoms</b>			
<b>Existing level of risk</b>		Consider current level of risk	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Control measures</b>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> <li>1. Students and staff will be instructed not to attend school if they are displaying symptoms and need to book a test immediately and self-isolate along with members of their household.</li> <li>2. Children can be tested. The government have indicated that they hope to provide schools with home testing kits by the Autumn term.</li> <li>3. We will ask parents/carers/staff to inform the school immediately on receipt of the result.</li> <li>4. All staff to remain vigilant of student welfare throughout every session and around school.</li> <li>5. If any student or member of staff reports feeling unwell with any of the symptoms the medical room needs to be called without delay,</li> <li>6. Staff members and students need to understand if they are displaying symptoms they will be sent home and need to book a test immediately and self-isolate along with members of their household.</li> <li>7. If the result is negative the individual can return when they are feeling well and members of the household can stop self-isolating.</li> <li>8. If the result is positive the individual should follow the stay at home guidance for households with possible or confirmed Covid 19 infection and must continue to self-isolate for at least 10 days and then return to school when symptoms have gone. Other members of the household should continue to self-isolate for the full 14 days.</li> <li>9. The school will act swiftly if there is a confirmed case of Covid 19 and work closely with the local health protection team and follow the NHS Test and Trace protocols.</li> <li>10. This might involve sending home individuals who have been in close proximity with the person who has tested positive and advising them to self-isolate for a period of 14 days since they were last in contact with the infected person,</li> <li>11. If a self-isolating individual then displays symptoms they should follow the stay at home guidance and get a test as described above. If they test positive the individual must inform the school immediately. The school would continue to work closely with the local public health team and follow all the guidance and advice given.</li> <li>12. If any individuals or groups of students need to be isolated at home then the school’s remote learning resources will be in place immediately.</li> <li>13. The school will constantly review student and staffing absence and would not rule out the possibility of a partial or full school closure in the event of an outbreak.</li> </ol>			
<b>Remaining level of risk</b>		Consider level of risk following use of control measures	
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>

<b>OVERALL level of risk</b>	Consider level of risk following use of control measures		
<b>HIGH</b>	<b>MEDIUM</b>	<b>LOW</b>	<b>NEGLIGIBLE</b>
<b>Assessor's comments</b>	Insert comments relevant to findings as appropriate		
This risk assessment complies with advice offered by the DfE relating to COVID - 19			

<b>Name of assessor</b>	<b>Signature of assessor</b>	<b>Date</b>
Stephen Turton		

<b>Headteachers comments</b>	Insert comments relevant to assessment as appropriate
We have endeavoured to comply with Government recommendations and at the same time optimise the safest conditions possible for students and staff.	

<b>Name of Headteacher</b>	<b>Signature of Headteacher</b>	<b>Date</b>
Sir Kevin Satchwell		

<b>Risk assessment reviews</b>	Reviews will be regularly made and at least weekly.
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