Academy Name – COVID-19 Primary School Risk Assessment – Autumn Term 2021.				
Activity being assessed:		Location(s) affected:	SALE & DALLIS	
Person(s) completing assessment:	Sarah Briggs	Date original assessment completed:	C.E. CONTROLLED PRIMARY SCHOOL	
Date of review:	1 st September 2021	Review completed by:		

This risk assessment has been developed on best available scientific guidance and industry best practice, information and should be read in conjunction with the government guidance document, this document cannot be considered to cover every risk and control possible and must be reviewed and made specific by the end user.

Schools COVID-19 operational guidance (publishing.service.gov.uk)

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Transmission of COVID 19 on school site.	Pupils, staff, visitors, and the public becoming infected with COVID- 19:	Staff, pupils, or visitors who have tested positive for COVID-19 via an LFD test, will need a confirmatory PCR within 2 days. Where the PCR is positive, persons are not allowed into the school premises until they have self-isolated for the recommended government period of 10 days; and until the person is free from COVID 19 symptoms. If a staff member or pupil has a positive COVID-19 test (PCR), NHS test and trace will work with the positive case to identify close contacts. Any person arriving at school exhibiting	Pupils who have symptoms wait in the Green room which will be well ventilated. Communicate information regarding how to obtain a COVID-19 test.	SB	

What are the hazards?Who might be harmed and how?		What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Vulnerable staff or	Staff	symptoms will be required to return home and obtain a COVID-19 test (PCR) immediately. If an individual has symptoms, undertakes a COVID-19 test and this is negative they can return to school as long as the individual does not have COVID 19 symptoms. <u>Government self-isolation quidance</u> Staff and pupil survey undertaken to	Consider new staff and	SB	
vuinerable staff or pupils contracting COVID-19 from being in school	staff deemed vulnerable see government list are likely to experience worse symptoms and additional health issues if contract COVID-19	Staff and pupil survey undertaken to determine individuals that are clinically extremely vulnerable (CEV). Where CEV persons are identified an individual risk assessment will be put in place to provide adequate controls within school.	Consider new staff and pupils for Autumn 21 intake. Where pregnancy risk assessments have been completed, ensure these are reviewed regularly in line with risks and guidance. See specific guidance for pregnant employees. https://www.gov.uk/governm ent/publications/coronavirus- covid-19-advice-for-pregnant- employees/coronavirus-covid- 19-advice-for-pregnant- employees	SB	
Ineffective personal hygiene measures	Pupils, staff, visitors, and the public becoming infected with COVID-	Frequent and thorough hand cleaning should now be a regular practice. Staff and pupils encouraged to follow the Catch it, Bin it, kill it approach. Posters are displayed by sinks to show how	Children wash hands before coming into the classroom, playtime, lunchtime and end of the school day.	All staff	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
	19:	to effectively wash hands. Where pupils are to use hand sanitiser this should be done under adult supervision.	(Suggest NHS video for handwashing) <u>NHS video</u>		
Possible contamination in school environment.	Pupils, staff, visitors, and the public becoming infected with COVID- 19:	Hand sanitiser to be available at reception for visitors to use on arrival before signing in. Ventilation is to be maintained either by mechanical ventilation adjusted to increase the ventilation rate where possible, and natural ventilation (fresh air) by opening windows. During occupied times, windows should be opened enough to provide background ventilation, during unoccupied times (during the school day) windows should be fully opened. Internal and external doors can be kept open to assist as this will increase ventilation. Maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment with a particular focus on frequently touched surfaces. Cleaning regimes should be clearly documented to reflect times of day cleaning	Office desks to be cleaned daily and before desks are used by another member of staff. TelepOhones to be cleaned at the end of the day. Continue to use strong anti- virus cleaner on childrens' tables If fire doors are to be kept open, this will only be done when the room is occupied and nominated person will	RB/VL Minster SB	
Possible contamination by close contact when	Pupils, staff, visitors, and the public	is taking place and who is responsible for the task. When providing first aid to persons in isolation consider wearing appropriate PPE.	be responsible for closing them when leaving the area. Consider whether goggles/visors need to be available if supporting a	All staff aware	
providing first aid	becoming		child who is symptomatic.		

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
to persons in isolation room awaiting collection.	infected with COVID- 19:				
Possible contamination from a symptomatic person on site	Pupils, staff, visitors, and the public becoming infected with COVID- 19:	Symptomatic person should not be on site – see first section. Should a staff member arrive at school or become symptomatic whilst at school they will be required to leave site immediately, if they need collecting, they will sit in a dedicated room, isolated. Should a pupil become symptomatic whilst at school they will be isolated in a room supervised by a staff member. Consider wearing a fluid resistant surgical face mask, disposable gloves, and apron for the duration of the supervision. Parent/carer will be contacted and required to collect pupil	Communicate information regarding how to obtain a COVID-19 test Staff member who has supervised child will leave the site to shower and change clothes.	SB/ all staff	
		asap. Staff member supervising will then remove and dispose of all PPE (see contaminated waste) and will wash hands.			
Insufficient or inappropriate PPE available or misuse of PPE	Pupils, staff, visitors, and the public becoming infected with COVID- 19	Disposable gloves, aprons, goggles/visors, and masks are available for use as identified required.	(Suggest WHO video for masks) <u>WHO video</u>	RB/VL	

What are the hazards?	Who might be harmed and how?	What are you alrea	idy doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Ineffective management of potentially contaminated waste	Pupils, staff, visitors, and the public becoming infected with COVID- 19	Standard waste will continu- in line with existing arrange Any waste that is considered potentially infected/contain double bagged before place a secure area for 72 hours p bins; this will include any us used tissues by persons whe awaiting collection.	ements. ed to be ninated will be ing immediately in prior to placing in sed PPE and any	Outside bin	SB	
Use of third-party facilities	Pupils, staff, visitors, and the public becoming infected with COVID- 19	Overseas visits will not take place.		N/A		
Signature of Senior Leadership Team:		n:		Date:	·	
Date review required:Date review required:Date review required:				ite review quired:		

Consultation method	Who has risk assessment	Dates of	Issues identified and any	Action to be	Action completed
(Mtgs, email,	been consulted with:	consultation	action required:	completed by:	date:
telephone)	Trust/HT/SLT/Teaching	process:			
	staff/Support				
	staff/Premises and				
	cleaning teams/Catering				
	staff/ Trade Unions/H&S				
	Advisor/Parents-Carers				

Communication/training of risk assessment and controls following consultation – strongly recommend this is face to face or over virtual meeting Person communicating – recommend HT/SLT or Line Manager	Communicated to: Trust/HT/SLT/Teaching staff/Support staff/Premises and cleaning teams/Catering staff/ Trade Unions/H&S Advisor/Parents- Carers	Date communicated: