

COVID-19 Risk Assessment

Location / Site	Stanford Junior and Infant School
Activity / Procedure	Plan for possible opening of schools to more pupils during Covid 19 global pandemic
Assessment date	11/5/2020 – to be updated regularly with Full Governing Body of Stanford Junior and Infant School and North East Lincolnshire Local Authority
Assessment serial number	N/A

Early Years Foundation Stage

Supporting Vulnerable children and young people during the coronavirus outbreak guidance

Dfe Guidance : Actions for education and childcare settings to prepare for wider openings from 1st June

Dfe Guidance : Covid 19 : implementing protective measures in education and childcare settings

Dfe Guidance : Planning

Dfe Guidance : Scientific evidence

And all the others as advised by LA – this support will be happening next week (week beg 18 May) as at MSG meeting on 15th May 2020. Meeting on Wed 20th May 2020.

Government guidance currently states for schools states:

“The safety of children and staff is our utmost priority.”

“The advice seeks to support staff working in schools, colleges and childcare settings, to deliver this approach in the safest way possible, focussing on measures they can put in place to help limit the risk of the virus spreading within education and childcare settings.”

“In education, childcare and social care settings, preventing the spread of the coronavirus involves dealing with direct transmissions (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces.) A range of approaches and actions should be employed to do this.”

Government guidance for parents concerning re-opening of schools states:

“We have provided guidance and support to schools, colleges and child care settings on implementing protective measures in education and childcare settings to help them **reduce the risk of transmission as more children and young people return.**”

Whilst such changes are likely to look different in each setting, as they will depend upon individual circumstances, they are all designed to minimise risks to children, staff and their families.

Schools and colleges continue to be best placed to make decisions about how to support and educate their pupils during this period. This will include:

- Consideration of the pupils’ mental health and well being
- Early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years settings and schools, we’re taking this into account. Schools should therefore work through the hierarchy of measures set below to lower the risk:
 - Avoiding contact with anyone with symptoms

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

- Frequent hand cleaning and good respiratory hygiene practices
- Regular cleaning of settings
- Minimising contact and mixing

Where settings can keep children and young people in those small groups 2 metres away from each other, they should do so. While in general groups should be kept apart, brief transitory contact, such as passing in a corridor is low risk. ‘

From the overview of scientific advice and information on coronavirus (COVID-19) released 15th May 2020 Spread and vulnerability to disease:

Infectivity and transmission in children

The exact rates of infectivity and transmission of children is not fully known yet; this is a novel virus and the scientific understanding is developing all the time

However, the current understanding is that:

- There is a high degree of confidence that the severity of disease in children is lower than in adults.
- There is a moderate to high degree of confidence that the susceptibility to clinical disease of younger children (up to age 11 to 13) is lower than for adults. For older children there is not enough evidence yet to determine whether susceptibility to disease is different to adults.
- The susceptibility to infection of younger children (up to age 11 to 13) might be lower than for adults, but the degree of confidence in this is low. For older children there is not enough evidence yet to determine whether susceptibility to infection is different to adults.
- There is no evidence to suggest that children transmit the virus any more than adults. Some studies suggest younger children may transmit less, but this evidence is mixed and provides a low degree of confidence at best.

North East Lincolnshire sign off the risk assessment at school as Dfe Planning Guide for Primary Schools, 14th May 2020 states,

‘In most cases the preparation for wider opening will be undertaken by the headteacher and senior colleagues. However, relevant bodies (such as local authorities, academy trusts or governing bodies, depending on the school type) retain responsibility for key decisions and plans should be confirmed with them, particularly risk assessments of the school opening more widely, before pupils and staff return.’

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Implementing social distancing in the classroom / school– managing risk of direct transmission of the virus			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS			
<p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> 1. Reduce the number of children in the classroom to enable social distancing (no more than 15) school estimate approx. 11 children (and approx. 6 children in FS) in the first instance 2. Staff ratio, to be considered daily as school has high number of SEND and EHCP along with high numbers of key workers and all available staff used every day and therefore support from LA needed if there is future staff absence 3. Track and trace system to be in place shortly 4. Remove excess furniture and resources to increase space if space to do so– Acorns / The Pod /Store and store safely as reduce number of surfaces 5. Social distancing charter created for and with the children in week one and reviewed – designing and reinforcing social distancing measures (Include instructions with visual cues where appropriate how to line up, avoid physical contact, use of toilet, moving around the classroom etc) 6. Charter re-visited and modelled many times a day and linked to school behaviour system – lots of praise for adherence 7. Resources and activities planned to minimise shared contact and individual learning eg each pupil has own equipment provided, own desk, resources out ready and kept separate from others 8. Staffroom – 6 staff can use this space at any one time – no toaster or microwave available – 2 kettles in 2 separate places 9. Use of outdoor space – same charter for outdoors- easy clean equipment and clear system to wipe down after use eg ‘car wash’ section for trikes/scooters 10. Consider positions at all times, where appropriate 11. Teacher and TAs are assigned to these children (Coloured Bubbles) and stay with these children throughout the day (<i>and on sub-sequent days</i>) 12. Children stay in the ‘safe space room’ for majority of the day and not mix with other groups – staggered starts, finishes, lunches and breaktimes etc 13. Coats on pegs /back of chair– children supported one at a time to hang up and place lunchbox on trolley – 3/4 on top and 3/4 on bottom. (Allergy child lunchbox in cupboard as appropriate) 14. Pupils to be asked not to bring in bags 15. Laminated displays where possible when at pupil height – these can be wiped clean regularly 16. Signs around school reminding everyone present of social distancing measures, guidelines down corridors, one-way systems in place and communicated, safe handwashing and respiratory health processes etc 17. Removal of soft toys, rugs, covers, intricate games, soft furnishings etc 18. New Bubble system in place and pupils/staff to revisit the fire safety procedures on first day and regularly throughout re exits and queuing at safe distance at meeting point outside where possible. Fire practices to continue regularly. 19. EMP to have addition (temporary) re use of British Legion car park 20. Each Bubble has access to charged radio/mobile to call office for assistance in an emergency 21. Cleaning materials in each safe space and staff toilet and staff room – supervision to ensure 			

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

appropriate use and storing			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Residual Level of Risk: Remains **HIGH** - whilst control measures are in place to ensure social distancing the risk remains HIGH. Although adults will adhere to the 2 metre rule where reasonably practicable, there is no guarantee that children will adhere to the control measures to distance themselves from each other or from adults

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
------------------------	---	--	--

Cross contamination of Coronavirus through contact with resources

Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
-------------------------	---	--	--

Resource management in place including

- Children do not bring their own items from home other than packed lunch and drinking cup
- Individual 'play tray' of resources washed and sanitised after use
- Use of outdoor fixed play equipment suspended
- Outdoor resources regularly cleaned/sanitised i.e. bikes, scooters
- Cleaning stations between use as per discussions with LA representatives

Residual level of risk	Consider level of risk following use of control measures		
-------------------------------	--	--	--

Remains **HIGH** there is no guarantee that children will not share their resources

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
------------------------	---	--	--

Use of PPE

Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
-------------------------	---	--	--

- Arrangements in place to discuss with parents the none attendance of children who spit or bite
- Risk assessments in place for such children and PPE provided
- Safe removal of PPE adhered to (as per Tool Box Talks provided by LA)
- Full PPE i.e. mask, apron, gloves to be used for all first aid procedures
- Full PPE i.e. mask, apron, gloves to be used for emergency situations of pupils developing symptoms

Residual level of risk	Consider level of risk following use of control measures		
-------------------------------	--	--	--

Remains **HIGH** there is no guarantee that the virus cannot be contracted with PPE as there is not enough solid medical knowledge of the new COVID19 virus to ensure total protection with use of masks and gloves.

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Lack of social distancing using toilets and poor hygiene resulting in direct and indirect transmission of the virus			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS			
<p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> 1. Toilets- Designated toilets for each group and middle sinks/toilets closed 2. Divide Toilets up- Red and Orange group use foundation stage toilets, Orange group use single toilet outside. VCW use new block, individual and KS 2 playground toilets as necessary. Team to monitor and guides re distances on floor – avoid queuing where possible. Rota in place for toilet use linked to break times – supervised by staff. (Individual needs taken into account) 3. Cleaning throughout the day 4. Staff toilets – 3 sets available – cleaning products for handles/seats etc available for staff to use (and cleaning products safely stored) 5. One way system – labelled and made clear 6. Hand gel and handwashing available in each room 7. Washing of hands regularly with soap and water and after use of toilets 8. Water fountains out of use 9. Extra signs/posters in toilet re washing hands (with visual cues) and reminders to support this at home and wider community also eg on school web, school grounds 10. Wedges for all doors 11. Extra soap and equipment (gloves, hand towels etc) ordered to ensure we do not run out 12. Water system checked and monitored 13. Flush toilet – ‘Use it, Lid it, Flush it’ where possible 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Lack of social distancing waiting to enter classroom in morning resulting in direct transmission of the virus			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING			

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

BETWEEN THEMSELVES OR ADULTS

These control measures are to encourage space between children where possible.

1. Allocated entry and exit for all FS pupils and staggered collection, drop-off, break, lunch times- FS gate, Year 1 door and Year 2 door on KS 1 playground gate. Supervised entrance when unlocked.
2. Markings outside the classrooms for the children to wait – 2 metres distance between each pupil
3. Parents/carers to wait outside school gate during staggered collection and drop off times with posters and web reminders shared
4. Instructions and reminders shared with school and wider community re social distancing between families through posters, web reminders and pavement markings
5. Staff to supervise, remind and support as required
6. Office closed to visitors – contact through phone and email. Meetings in emergency only with social distancing measures as required. Contractors to share their separate risk assessment in advance (and masks available etc as necessary)

Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
-------------------------------	---

Lack of social distancing during playtimes and lunchtimes resulting in direct transmission of the virus

Residual level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
--------------------------------	---

WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS

These control measures are to encourage space between children where possible.

1. Staggered playtimes and/or allocated play area in the first instance
2. Reduced playtime equipment – hard surfaces can be easily cleaned and cleaning products to be available (and safely stored)
3. Games discussed which encourage social distancing by reducing contacts and using easy clean equipment as Bubbles play at same time –non touch sport, hoola hoop etc
4. Staff supervision throughout – small numbers in each Bubble
5. Designated areas for break times-use of FS, KS 1and 2 playground and field as appropriate and communicated with all staff, pupils and parents/carers

Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
-------------------------------	---

Lack of social distancing when eating lunch resulting in direct transmission of the virus

Existing level of risk	Consider current level of risk		
-------------------------------	--------------------------------	--	--

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<p align="center">WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</p> <p align="center">These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> 1. Staggered lunch timings and lunch play times for each Bubble 2. Sufficient staff on lunch duty to ensure plan can be implemented safely 3. Children eat in a designated area that is supervised by lunchtime staff linked to their Bubble only 4. Cygnet provide lunches as necessary and kitchen staff work side by side with PPE equipment as required 5. Regular handwashing, with soap and water, before and after eating to be ensured with adult supervision and reminders given as necessary. 6. Additional cleaning of tables etc 7. One way system in place re toilet visit 8. Pupils to clear away own waste where possible 9. PPE equipment available as necessary re first aid – safe disposal procedures followed 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
<p align="center">Lack of social distancing in the corridors resulting in direct transmission of the virus</p>			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<p align="center">WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</p> <p align="center">These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> 1. Children staying in their classroom and accessing outside from classroom door where possible 2. Emergency messages to office/SLT via walkie-talkies/ mobile phones and each class teacher to ensure they are fully charged 3. Use one-way system around the school using walkway and outside as marked out – plan shared with staff, pupils etc 4. 2 metres guidelines/markings in place where possible 5. Reminders (both verbal and visual) throughout 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Contact of shared resources resulting in indirect transmission of the virus			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> 1. Resources used cleaned with appropriate cleaning materials daily and throughout the day as necessary 2. Tables, door handles and other surfaces cleaned with appropriate cleaning material daily by site staff and regularly throughout the day by staff (and where and when appropriate by pupils) 3. Children to use individual pots/packs of resources eg pencils, pens etc 4. Resources are ready and children have restricted choice of resources 5. Children encouraged to wash hands for at least 20 seconds regularly through the day and always at the start of the day (and use hand gel regularly throughout the day) – supervised by adult 6. Outdoor water stations to be sourced if possible (MSG) 7. Lidded ‘pedal’ bins to be used and ‘Catch it, Bin it, Kill it!’ message to be reinforced using posters, curriculum, web etc 8. Lidded bins to be emptied daily and more often as necessary 9. Outdoor resources restricted each day and outdoor area monitored (limited mixing of ‘bubbles’) 10. Soft toys and furnishes including bean bags removed from the classroom before opening 11. Intricate equipment to be removed from the classroom 12. Books available split into separate sets and rotated for de-contamination – not taken home or brought in 13. Outdoor playground equipment allocated to the group of children and cleaned each day at the end of the day and throughout as required 14. First aid – use of PPE, separate lidded, pedal bin for disposal, qualified practioner, visual cue to support pupils’ understanding of PPE and clear support and instructions 15. Inventory App to be used by staff to limit use of shared screen 16. Ventilated rooms – windows open in all rooms 17. Pupils have been asked not to bring in bags (to limit cross infection) 18. Site team training re Covid -19 (safe disposal of used PPE) – LA to source if possible 19. Sanitiser station in each room and box of cleaning products available for each room and staff toilet – to be supervised and monitored (pupils to support cleaning surfaces as appropriate) 20. PPE equipment accessible for staff’s requirements 21. One or two set first aiders (depending on staff availability due to absence) 22. Hand sanitiser stations located throughout the site, in particular at the school entrance and in classrooms 23. Lidded pedal bins in all classrooms and other key locations for disposal of tissues and any other potentially infected waste <ol style="list-style-type: none"> a. Waste to be double bagged b. Stored for 72 hours before disposing of in normal waste disposal bin 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Emotional distress of the children			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> 1. Children to have suitable qualified adult in each bubble to support them 2. Learning mentor support available on site 3. Small numbers of children to support their emotional need where possible 4. 2 metre social distancing ELSA provision available for children who are distressed 5. Thrive curriculum to be delivered for first two weeks to support children’s well-being – slowly increasing the cognitive load 6. SMSC and Nurture planned within the timetable to support children Comfort given using social distancing preventative measures 7. Transition item / activity for children to bring to school and share and discuss 8. Web based activities to support learning from home 9. Bereavement training complete so staff can support as necessary 10. Full register in place, Safeguarding policy addendum in place, DSL on site/available and Cpoms used to record notices and work with agencies (virtually) to support pupils. 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Emotional distress of the staff – including anxiety			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> 1. Inclusion in risk assessment process – input into hazard identification and control measures 2. Staff meeting – virtually and regular communication via email and Team Leaders to discuss concerns and shared control measures. Small group meetings possible with social distancing measures in place to support and ensure positive lines of communication 3. Sharing of support helplines – See website and emails sent by SLT 4. Risk assessments reviewed after day one, week one and fortnightly after that – this is flexible 5. Each bubble staff to use set water, microwave kettle and fridge etc in staff room – 2 areas marked out and clean appropriately after use 6. Planned time for preparation on one afternoon per week for full time teaching staff and staggered starts and finish times 			

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

<ol style="list-style-type: none"> 7. Extremely clinically vulnerable staff (shielding) work from home and support on line home learning resources etc for all year groups 8. PPE masks / face coverings available to staff as required and goggles, gloves, aprons, masks etc for first aid/intimate care and PPE safe disposal information shared 9. Clear staff responsibilities in place for each bubble 10. Clear timetable and organisation plans, policies etc shared with staff 11. Quizzes, virtual events/activities encouraged and supported 12. Free refreshments available for staff eg tea, coffee, squash, etc 13. Half term closure – support well being 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Risk of spreading virus due to close contact with children – 1:1 and restraint resulting in direct transmission of the virus			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> 1. Seek expert guidance from specialist agencies re support for children with behavioural, medical or SEN difficulties - Leading to individual risk assessments if necessary 2. Masks purchased if needed – N95 grade and instructions form PHE re cleaning – so issued to individuals 3. Extra disposable aprons ordered 4. Extra gloves ordered 5. Some visors also ordered if needed 6. Individual risk assessments in place for vulnerable EHCP pupils with LA , school and parents/carers involvement 7. PPE offered to staff for those working closely with children. Please note the Government guidance states “Wearing face coverings or face masks is not recommended” 			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus			
Current level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
	<ol style="list-style-type: none"> 1. Issuing of risk assessments question from NEL People and Culture to staff and follow this guidance – 2. Those who are clinically extremely vulnerable (those who have received a letter from Government or clinician) are to work from home 3. Those who are living with someone who is clinically extremely vulnerable are to work at home where they can or work in school adhering to strict social distancing from colleagues and children. 4. Those who are clinically vulnerable – are advised to work at home where they can or work in school adhering to social distancing processes. 5. Those living with those that are clinically vulnerable can attend school and work 		
Residual level of risk	Consider level of risk following use of control measures		
	HIGH	MEDIUM	LOW
			NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
	If someone on site shows symptoms of Covid 19		
Current level of risk	Consider current level of risk		
	HIGH	MEDIUM	LOW
			NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
	<ol style="list-style-type: none"> 1. All staff aware of symptoms to look for- see current Dfe /PHE guidance 2. The Pod space to be used –separate space, separate toilet available ventilated space with separate exit. 3. Parent/carer to be contacted immediately to collect. 4. Support to be offered and supervision given. 5. PPE equipment available for staff supervising safely – PPE disposed of safely 6. Room to be deep-cleaned following use by site team 7. Bubble members to self-isolate for 14 days if test is positive 8. LA to be informed and support given re decision making 		
Residual level of risk	Consider level of risk following use of control measures		
	HIGH	MEDIUM	LOW
			NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
	Staffing management procedure		
Current level of risk	Consider current level of risk		
	HIGH	MEDIUM	LOW
			NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail		

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

	about the type and location of controls
	<ul style="list-style-type: none"> • Rota arrangements and planning according to guidance • Head/Deputy, First Aider, DSL, SENCO and sufficient staff to clean on duty at all times • Arrangements in place to cover break times, lunch period, serving and consuming of lunch for both children and staff • Maximum capacity ascertained to accommodate safe distancing • Catering staff and lunchtime supervision procedures in place • Safe staffing levels in place and procedures for if key staff are unavailable
Residual level of risk	Consider level of risk following use of control measures

HIGH there is no guarantee that members of staff will always be available due to the nature of catching the virus and/or isolation requirements.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Hazard: building is not compliant with COVID19 safety requirements			
Residual level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<p>Control Measures: Health and Safety checks of the Building include</p> <ul style="list-style-type: none"> • Hot and cold water systems • Gas safety • Ventilation including: <ul style="list-style-type: none"> - Use of air conditioning units • Fire safety including: <ul style="list-style-type: none"> - access/egress - system checks - evacuation - emergency plan - Fire door management i.e. left open for ventilation and a sweep of building undertaken to ensure they are closed at end of day, managing safety of children who are ‘runners’ • Security including: <ul style="list-style-type: none"> - Access control - Intruder alarm systems • Kitchen equipment and hot food procedures • Any specialist equipment required for pupils 			
Residual level of risk: LOW as building is compliant			
Residual level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

STANFORD JUNIOR AND INFANT SCHOOL HEALTH & SAFETY

OVERALL level of risk	Consider level of risk following use of control measures		
------------------------------	--	--	--

HIGH	MEDIUM	LOW	NEGLIGIBLE
-------------	---------------	------------	-------------------

Assessor's comments	Insert comments relevant to findings as appropriate
----------------------------	---

Your risk assessment looks to have covered all the appropriate controls to deem this as suitable and sufficient and to receive your sign off certificate for COVID 19 safety measures.

I believe that you can share this with your staff straight away. Should you require any further assistance or support we will be more than happy to help.

Name of assessor	Signature of assessor	Date
Michele Cook	<i>Michele Cook</i>	28/05/2020

Manager's comments	Insert comments relevant to assessment as appropriate

Name of manager	Signature of manager	Date
Leona Hackfath	<i>Leona Hackfath</i>	22/05/2020

Risk assessment reviews	Set future review dates & sign/comment upon completion
--------------------------------	--