

Risk Assessment Form

		LIKELIHOOD				
		VERY UNLIKELY	UNLIKELY	LIKELY	HIGH LIKELY	ALMOST CERTAIN
SEVERITY	NEGLIGIBLE	LOW	LOW	LOW	LOW	LOW
	MINOR	LOW	LOW	LOW	MEDIUM	MEDIUM
	SERIOUS	LOW	MEDIUM	MEDIUM	MEDIUM	HIGH
	SEVERE	LOW	MEDIUM	MEDIUM	HIGH	HIGH
	VERY SEVERE	MEDIUM	MEDIUM	HIGH	HIGH	HIGH

Risk Assessment for (Activity/Process/Operation)	School opening January 2022 – COVID operational guidance.
---	--

Service		Team / Section	Bidford on Avon C. of E. Primary School		
Assessment Date	05/01/2022	Review Date	3/2022	Reference Number	

What are the hazards	Who might be harmed and how?	What existing control measures are in place to reduce / prevent the risk?	Considering existing controls, what is the current risk level	Further Action to be taken to control the risk?	Assigned to	Completed by whom & when
Covid infection	Pupils/ staff/ volunteers/ parents	Hand hygiene: <ul style="list-style-type: none"> Pupils to use hand sanitiser on entry/ exit from school; before/ after break times. Pupils to wash hands – following guidelines after visiting toilets. Hand hygiene posters to remain in prominent place around school and classrooms. Hand soap readily available at shared area sinks and toilets. Staff ready access to hand sanitiser during school activities. 	L	Ensure ready supply of hand sanitiser	JP	AS
Covid infection	Pupils/ staff/ volunteers/ parents	Respiratory hygiene: <ul style="list-style-type: none"> Pupils informed of appropriate actions to take if sneezing 'catch it, bin it, kill it'. Tissues readily available in school and classroom areas. Bins regularly emptied. 	L			
Covid infection	Pupils/ staff/ volunteers/ parents	Use of PPE: <ul style="list-style-type: none"> Staff will wear PPE (mask, apron, gloves, face screen) if dealing with a child in school who is displaying symptoms of covid or where appropriate is unwell. 	L			

What are the hazards	Who might be harmed and how?	What existing control measures are in place to reduce / prevent the risk?	Considering existing controls, what is the current risk level	Further Action to be taken to control the risk?	Assigned to	Completed by whom & when
		<ul style="list-style-type: none"> • Staff will wear PPE if all communal areas, staff room and corridors • Staff may wear PPE in class following a COVID outbreak. • PPE is required on school transport. • The school will maintain a ready supply of PPE, available to staff. • Parents are requested to wear PPE on the school site. 				
Covid infection	Pupils/ staff/ volunteers/ parents	Ventilation: <ul style="list-style-type: none"> • All school areas will be well ventilated, whilst ensuring a comfortable teaching environment – windows, doors (including playground external doors) will be kept open as appropriate to ensure a fresh flow of air around the building. • Pupils may be advised to wear additional clothing during the Spring term to ensure their comfort. • CO2 monitors are in place across the school and room ventilation adjusted to ensure a maximum 800ppm. 	L			
Covid infection	Pupils/ staff/ volunteers/ parents	Cleaning regimes: <ul style="list-style-type: none"> • Enhanced cleaning regimes maintained. • Classroom surfaces (including door handles) should be wiped down twice a day – after morning session by staff/ end of the day by cleaning staff. • When a positive result has been found in school surfaces should be cleaned after every session. • Personal waste from individuals with potential COVID symptoms should be double bagged, marked and stored securely until a negative test result or after 72 hours - then disposed of with normal waste. 	L			
Covid infection	Pupils/ staff/ volunteers/ parents	Close contacts <ul style="list-style-type: none"> • Close contacts will now be identified via NHS Test and Trace and education settings will no longer be expected to undertake contact tracing. • Individuals are not required to self-isolate if they live in the same household as someone with COVID-19, or are a close contact of someone with COVID-19, and any of the following apply: <ul style="list-style-type: none"> ○ they are fully vaccinated ○ they are below the age of 18 years and 6 months ○ they have taken part in or are currently part of an approved COVID-19 vaccine trial 	L			

What are the hazards	Who might be harmed and how?	What existing control measures are in place to reduce / prevent the risk?	Considering existing controls, what is the current risk level	Further Action to be taken to control the risk?	Assigned to	Completed by whom & when
		<ul style="list-style-type: none"> ○ they are not able to get vaccinated for medical reasons ● Close contacts will be advised to take a PCR test. ● Staff (who don't need to isolate) and pupils who have been identified as a close contact should continue to attend school as normal. ● A close contact is identified as those children sitting around the infected child in a classroom situation or who have spent 15+ minutes in close contact in another activity. 				
Covid infection	Pupils/ staff/ volunteers/ parents	<p>Social distancing: There is now no longer any requirement for schools to maintain class 'bubbles' or arrangements to avoid mixing. However, as a precautionary approach the school will:</p> <ul style="list-style-type: none"> ● Manage the dining hall to avoid movement and crowding – staggered entry by year group; pupils sit at socially agreed table groups and under staff direction; limited movement. ● Mixed tutor groups – pupils socially distanced using class tables. ● Reduce movement around corridors during lesson and play times – no access to pupils via middle corridor; entry and exit to playground via classrooms; UKS2/ LKS on separate playground areas. ● Ensure pupils have individual classroom resources. ● Reintroduce collective worship on a Key Stage basis/ use of virtual assemblies as appropriate. ● Weekly planning ensuring avoidance of larger groupings outside KS arrangements. ● Reduce the number of pupils entering/ leaving the site on mass – Years 3/4/5 and Year 6 will enter and leave school via the hall doors/ EYFS and KS1 will enter via the gated area week from 8:45. ● Following positive cases (outbreak) – classes to be isolated during infection period, with changes to timetables. 	L			
Covid infection	Pupils/ staff/ volunteers/ parents	<p>Managing covid symptoms and confirmed cases:</p> <ul style="list-style-type: none"> ● All adults should not come into school or will be sent home if they display symptoms or have had a positive test. ● Pupils with potential covid symptoms will be requested to take a test. ● All staff will continue to take twice weekly LFT tests. ● If a pupil/ adult is awaiting collection they will be isolated and supervised in a well ventilated area. 	L			

What are the hazards	Who might be harmed and how?	What existing control measures are in place to reduce / prevent the risk?	Considering existing controls, what is the current risk level	Further Action to be taken to control the risk?	Assigned to	Completed by whom & when
		<ul style="list-style-type: none"> Staff and pupils with a positive LFT test result should self-isolate and take a PCR test. If the PCR test is taken within 2 days of the positive lateral flow test, and is negative, it overrides the self-test LFD test and the pupil can return to school, as long as the individual doesn't have COVID-19 symptoms. If a parent or carer insists on a pupil with potential symptoms attending school, we can take the decision to refuse the pupil if, in our reasonable judgement, it is necessary to protect other pupils and staff from possible infection with COVID-19. Any child who is unwell should remain at home. Children who are unwell in school will have a temperature/ smell test. A child isolating due to covid will, where appropriate, be provided with home learning resources. 				
Covid infection	Pupils/ staff/ volunteers/ parents	Contingency planning: <ul style="list-style-type: none"> A separate contingency plan has been created to respond to a COVID outbreak in school or the local community. Response sheets are on display in key staffing areas to ensure a consistent and strategic approach to managing cases In the event of a wider community outbreak the school would work with Public Health officials to respond appropriately. In the case of a school outbreak Pre Step 4 strategies/ timetables would be reintroduced including class bubbles, social distancing, PPE and hygiene measures. Where larger numbers of pupils were forced to isolate the school would reintroduce remote learning. 	L			
Covid infection	Pupils/ staff/ volunteers/ parents	Staff at greater risk: <ul style="list-style-type: none"> Individual risk assessment for CEV staff and appropriate mitigations as appropriate e.g. increased social distancing; PPE. Pregnant women in 3rd Trimester working from home. 	L			

Name of Assessor		Signature	
-------------------------	--	------------------	--

Name of Manager responsible for activity / process		Signature	
---	--	------------------	--

Risk Assessment Review Log

Only use this log to confirm that there have been no changes to the current assessment; otherwise an updated risk assessment must be done

Initial Review Date	1/09/ 2021		
Assessor's Signature	Mr A. Simms	Date:	1/09/ 2021
Signature of Responsible Manager	Mr A. Simms	Date:	1/09/ 2021

Next Review Date	Half term Aut 2021		
Assessor's Signature		Date:	
Signature of Responsible Manager		Date:	

Risk Assessment(s) for (Activity/Process/Operation)	
--	--

This form can be used to record and demonstrate that the above risk assessment(s) has been provided to relevant employees (as below) to inform them of the risk assessment findings (i.e. the hazards, risks, and control measures associated with their work).

Name of Persons involved in the Activity/ Process/ Operation	Signature	Date