St. Thomas' Moorside C.E. Primary School Risk Assessment

	Activity	Coronavirus / Covid-19

Assessed By	
Name	Chair of Governors
Approved Date	August 2021
Reviewed Date	August 2021
Next Review Date	October 2021
	With staff, govs & union input

Initial Risk Rating: 25 Severity – 5 x Likelihood - 5	
High	Above 12
Medium	6 - 12
Low	5 or below

Risk/Hazard	Relevant Persons	Residual Risk Rating	Control Methods
Getting or spreading COVID 19 by not following public health advice on testing, self-isolation and managing confirmed cases of COVID 19	Staff/Vulnerable staff pupils and visitors may become infected and suffer ill health from exposure to COVID-19	Medium S5 x L2 R10	Extra consideration given to people at higher risk and to workers facing mental and physical health difficulties. Those who are clinically extremely vulnerable are no longer advised to shield however school will continue to support these workers by discussing with them their individual needs and supporting them in taking any additional precautions advised by their clinicians. Individual discussions and risk assessments to be completed for vulnerable staff. Pupils, staff and other adults to follow public health advice on when to self-isolate and what to do. They will not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine) Any staff member developing coronavirus symptoms, however mild, are advised to not come to school and remain at home until they have received the results of a test. Where testing positive, staff to follow latest government guidance on self-isolation.

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			Staff/visitors developing a new continual cough or a high temperature whilst at school or a loss/change in sense of smell/ taste must be sent home and advised to book a test and follow the guidance here. Those who live in the same household as someone with COVID-19 symptoms, or with someone who has tested positive for COVID-19 to follow guidance here Pupils All CEV pupils and students will attend their education setting unless they are one of the very small number of children and young people under paediatric or other specialist care who have been advised by their clinician or other specialist not to attend Any child developing coronavirus symptoms will be sent home or parents/carers asked to collect them (avoiding public transport where possible) Parents will be advised to book a test for the child and follow public health advice. If a Child needs to be sent home after exhibiting symptoms, they will be asked to wait in in a separate room where possible, where they can be isolated behind a closed door, depending on their age and needs with adult supervision. Windows in the room will be opened for ventilation. Where this is not possible the child will be taken to any area where they can remain 2m apart from others. Such individuals will be monitored by a member of staff. If a child needs to use the bathroom whilst waiting to be collected, they will use a separate bathroom if possible. This bathroom will be cleaned and disinfected with standard cleaning products before being used by anyone else. PPE to 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). PPE guidance found here will be followed After use, the quarantine room will be cleaned by cleaning or site staff using normal proprietary cleaning products and recommended PPE in line with cleaning guidance found here. If a member of staff has helped someone with symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test will take place) or the child subsequently tests positive and the staff member is contacted by test and trace. Member of staff will wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people.

			Where a child, young person or staff member **tests** positive, school to send 'warn and inform' letter to possible close contacts Testing Asymptomatic testing advised for all staff whenever they are on site (at least until government review at the end of September) Pupils (secondary schools) tested in line with government guidance- Here Small ATS site to remain on site until further notice
Hand Washing Inadequate hand washing facilities and regimes	All building users including staff, pupils, visitors, cleaners, contractors, and vulnerable groups may become infected and suffer ill health from exposure to COVID-19	High S5xL3 R15	Sufficient handwashing facilities are available throughout school. Where a sink is not nearby, hand sanitiser provided in classrooms and other learning environments (not to be used in the science labs due to increased fire risks). Hand sanitiser only used where sinks are not available. Hand sanitisers only be used under close supervision for younger children -. Small children and pupils with complex needs will continue to be helped to clean their hands properly. Skin friendly skin cleaning wipes can be used as an alternative All school building users reminded to frequently wash their hands with soap and water for 20 seconds and dry thoroughly. This includes including before leaving home, on arrival at the premises and before and after: - eating/drinking - coughing or sneezing - using the toilet - handling cleaning chemicals. Hand washing and hygiene routines built into school culture, supported by behaviour expectations and helping ensure younger children and those with complex needs understand the need to follow them Help will be provided to children and young people who have trouble cleaning their hands independently.

			Hand washing guidance found here circulated amongst all staff / pupils. Hygiene stations at locations through the school with instructions on their use including disposable tissues available in each classroom for both staff and pupils. Posters displayed throughout school to remind everyone of public health advice - including not to touch face (eyes, mouth, nose) with hands that are not clean. Sinks and toilets regularly sanitised and bins for tissues are emptied throughout the day. Normal personal hygiene and washing of clothes following a day in school setting encouraged. Uniforms do not need any more washing than normal. Staff and pupils encouraged to practice good respiratory hygiene - sneeze into a tissue or sleeve and not into hands. Used tissues to be put in a bin immediately and wash hands immediately after. 'Catch it. Bin it. Kill it.' Staff working with pupils who spit uncontrollably offered more opportunities to wash hands Pupils and students who use saliva as a sensory stimulant or who struggle with 'catch it, kill it, bin it' given more opportunities to wash hands, Consideration given to those with complex needs who may need additional support to clean hands or ensure good respiratory hygiene.
Cleaning Inadequate cleaning regime	All building users including staff, pupils, visitors, cleaners, contractors, and vulnerable groups may become infected	Medium S5xL2 R10	Government cleaning advice found here. implemented throughout school premises. This includes a generally enhanced cleaning regime, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach. Cleaning regimes and responsibilities are clarified in with relevant staff / organisations. (External organisations providing FM/cleaning services should be sure to define these responsibilities). Regular check of stocks of cleaning chemicals, liquid soap, paper towels, tissues, toilet roll, bin bags etc. Request additional supplies as necessary.

	and suffer ill health from exposure COVID-19		Hygiene stations at locations through the school with instructions on their use. Cleaning with usual cleaning products will continue, with regular daily cleaning of highly used areas including: – door handles – door plates – bannisters – desks – chairs – taps and sinks – telephones – keyboards – light switches – electronic entry systems – vending machines – toys Bins for tissues are lined and emptied throughout the day. Liner is sealed/knotted and placed in the main waste container. If lights are not on automatic sensor staff instructed to leave them on throughout the day.
Ventilation Poor ventilation	All building users including staff, pupils, visitors, cleaners, contractors, and vulnerable groups may become infected and suffer ill health from exposure COVID-19	Medium S5xL2 R10	All spaces will be well ventilated using natural ventilation (opening windows) or ventilation units where possible. Doors will be propped open, where safe to do so (taking into consideration fire safety and safeguarding), to limit use of door handles and aid ventilation. Poorly ventilated areas identified, and steps taken to improve fresh air flow in these areas Particular attention paid to ventilation when holding events where visitors such as parents are on site (e.g. school plays) Balance needed for ventilation whilst maintaining comfortable temperature, for example in cooler months windows opened slightly and opened more fully at break times in order to purge the air.

Social Distancing Inappropriate pupil / staff mixing and movement around school premises	All building users including staff, pupils, visitors, cleaners, contractors, and vulnerable groups may become infected and suffer ill health from exposure COVID-19	Medium S5xL2 R10	Although 'bubbles' are no longer required, outbreak management plan will cover the possibility that such measures may need to be reintroduced. Any decision to reintroduce bubbles will be made in conjunction with local public health officials or in line with any changes in government advice. If applicable poorly ventilated/ small spaces (such as a passenger lift)- numbers will be limited where possible Teachers and other staff are assigned to a group as far as possible. However, movement between groups is allowable if necessary to deliver the curriculum or interventions. Good hand hygiene will be promoted between groups. Adults to remain socially distanced where this is practicable School outside space will be used for exercise, breaks and for outdoor education, where possible as being outside can limit transmission.
Getting or spreading COVID 19 by not following latest public health advice on travel and educational visits	Pupils, staff, volunteers.	Low S5xL1 R5	Separate, individual risk assessment completed for all educational visits. Any international trips organised in compliance with international travel legislation Government travel guidance found here will also be circulated amongst parents and pupils relating to travel to and from school as well as travel on any educational visits

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Personal Protective Equipment (PPE) Inadequate PPE provision in school	All building users including staff, pupils, visitors, cleaners, contractors, and vulnerable groups may become infected and suffer ill health from exposure COVID-19	Medium S4xL2 R8	School implement government guidance on PPE in schools, found here. **Face coverings** School does not require staff, children and learners to wear face coverings. Pupils age 11+ /staff advised to wear face coverings on public transport/dedicated school transport. In line with outbreak management plan and following any advice from local public health teams, face coverings may be reintroduced in an outbreak situation. Where face coverings are needed pupils and staff given advice on how to safely use (i.e. washing hands when touching coverings, how to safely dispose of etc) Face visors or shields can be worn by those exempt from wearing a face covering but it is recognised that they are not an equivalent alternative in terms of source control of virus transmission. Visors/shields suitably cleaned after use. **Other PPE** – PPE usually only needed:- • where there is contact with diagnosed or suspected person with COVID-19 / or a pupil or staff member becomes unwell (and 2m separate cannot be maintained); and • where work with children/young people and learners whose care routinely already involves use of PPE due to their intimate care needs, who will receive their care in the same way. School will follow guidance here for PPE requirements . Waste to be disposed of in line with government guidelines found here. This includes ensuring that waste from people with symptoms of coronavirus, such as disposable cleaning cloths, tissues and PE is:- • put it in a plastic rubbish bag and tie it when full • place the plastic bag in a second bin bag and tie it • put it in a suitable and secure place marked for storage for 72 hours.

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			Such waste will be stored safely and securely kept away from children. Waste will not be put in communal waste area until after 72 hours.
Stress Stress and anxiety about Coronavirus COVID-19	Staff may suffer ill health from stress due to COVID-19 related anxiety, stress, bereavement	Medium S5xL2 R10	Regular line manager communication and up-to-date staff communications to keep staff informed of procedures / changes etc. Guidance available from Public Health England here - shared with all staff. Bereavement policy in place and followed where applicable. Access to Employee Assistance Programme and counselling on self-referral basis. Staff reassure children and young people on regular basis.
Contractors / Visitors (including governors and parents) Visitors and spread of Coronavirus	All building users may become infected and suffer ill health from exposure to visitors / contractors who may have or been exposed to COVID-19	Medium S5 x L2 R10	Contractors and visitors including Governors must complete COVID-19 screening form before entering premises. Where form suggest risk of infection, restrict access to building. A record of all visitors and contractors to the building will be kept Any visitors to the school asked to hand wash/hand sanitise on arrival and at appropriate intervals Meeting with contractors and governors to be held electronically/socially distanced where possible. Consideration given to events such as school plays to ensure that rooms are well ventilated, visitors asked to wash hands/use hand sanitiser etc.

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Medication and First Aid Inadequate procedures for managing medical needs	Staff and pupils risk illness / increased risk if unable to get adequate medical assistance quickly enough.	Medium S5 x L2 R10	Ensure staff are aware of any medical issues affecting individual attendees including staff. Healthcare Plans and Individual Risk assessments will be carried out and readily accessible for relevant staff. School follows normal procedures following a serious ill health (unrelated to Coronavirus), serious injury accident e.g. choking, eye injury, fracture, seizure etc. Staff instructed to ring 999 and inform parents/carers/family. First Aid to be provided as required with medical hygiene procedures throughout – wear gloves if needed and wash hands thoroughly and frequently and after the patient has left in the care of the paramedics. School follows normal procedures on administration of medication in line with school policy.

Signed	Adam Laskey
Title	Executive Headteacher
Date	01/09/2021

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