

Risk Assessment Overview

Details			
School: Avanti Fields School	Department: Whole School		
Risk Assessment Title			
General Risk Assessment – Coronavirus COVID 19 Schools Compliance measures with “Actions for schools during the coronavirus outbreak” and “Guidance for schools: coronavirus (COVID-19)”. January 2022			
Subject of assessment			
<p>This assessment will consider the risk associated with opening the school at the beginning of January 2022 as per the Government’s guidance: ‘Guidance for full opening: schools’ Published 2 July 2020 whilst COVID-19 remains a risk.</p> <p>Other relevant Government and DfE COVID-19 guidance is also considered when planning the provision to open the school along with specialist guidance relevant to curriculum and operational areas and moving to fully opening the school.</p> <p>The government have decided that the risk to children becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school. 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. Given the improved position, the balance of risk is now overwhelmingly in favour of children remaining in school. 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 COVID-19 with providing a full educational experience for children and young people.</p>			
Who is at Risk?			
People at Direct Risk: Staff, Pupils and Visitors	Other People Who Could be Affected: Parents		
Summary of Risk			
What is your assessment of the risk <u>before</u> the ACTION PLAN is completed?:	<input checked="" type="checkbox"/> High risk	<input type="checkbox"/> Medium risk	<input type="checkbox"/> Low risk
What will the level of risk be <u>after</u> the ACTION PLAN is completed?:	<input type="checkbox"/> High risk	<input type="checkbox"/> Medium risk	<input checked="" type="checkbox"/> Low risk

Note: if the risk is still classified as ‘High’, even if you were to complete the action plan, then the hazard should be neutralised immediately (e.g. by stopping the activity or making the area safe) and the school safety co-ordinator and the relevant manager should be informed.

Assessment and Action Plan

What are the hazards	What might happen?	Controls	Control in Place?			ACTION PLAN	
			Yes	No	N/A	If 'No' - give details as to how and when the measure will be implemented and by whom	Complete?
Contact with Individuals who are unwell with COVID 19 - General	Direct transmission of the virus to well individuals	Schools "Sickness Policies" updated to ensure that staff and pupils that are displaying symptoms of COVID 19 are excluded from the school site for at least 10 days or until they are symptom free or confirmed to be COVID 19 free by testing. Guidance: Stay at Home: guidance for households with possible coronavirus (COVID 19) infection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Central Trust will complete policy update-led by HR-completed on February 21.	Yes
		Schools "Sickness Policies" updated to ensure that staff and pupils that have someone in their household displaying the symptoms of COVID 19 are excluded from the school site for 10 days. Guidance: Stay at Home: guidance for households with possible coronavirus (COVID 19) infection	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Central Trust will complete policy update-led by HR-completed on February 21.	Yes
		Update the school's "Contractor Management Policy" to ensure that it covers how requirements for contractors attending the school site are symptom free from COVID 19 and that any work required will be delayed until a safe date can be arranged or replaced with another well contractor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Communicate the updated school Sickness Policies to Parents and Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Central Trust will complete policy update-led by HR-completed on February 21.	Yes

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Contact with Individuals who are unwell with COVID 19 – General (Continued)	Direct transmission of the virus to well individuals	Communicate the updated “Contractor Management Policy” with existing contractors and for new contractors as required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Develop new Visitor and Contractor arrangements for the school. Visitors are only allowed to attend the site and meet school staff by prior appointment or by good reason (delivery drivers). Otherwise they will be asked to leave the site.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		All visitors and contractors who will access the school beyond reception will be asked to complete a medical questionnaire and sign to say they are not suffering from COVID 19 like symptoms or in the recovery phase.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Any visitor or contractor admitting that they have symptoms will not be admitted to the school and asked to leave.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Contact with unwell individuals – who develop unconfirmed symptoms on site.	Direct transmission of the virus to well individuals.	Staff or pupils that develop unconfirmed symptoms whilst in the school shall be placed in isolation away from staff or their cohort group as soon as practicable. <small>Guidance: Schools COVID-19 operational guidance</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		For children, normal safeguarding measures remain in force, and they should be supervised in an appropriate manner by a member of staff maintaining a distance of at least 2m.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Contact with unwell individuals – who develop unconfirmed symptoms on site. (Continued)	Direct transmission of the virus to well individuals.	For younger children where direct supervision is required then the attending member of staff shall be provided with appropriate PPE, including gloves, disposable apron and an appropriate fluid resistant surgical face mask should be worn. Eye protection should be provided if there is a risk of splashing - vomit.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Parents should be contacted, and the child / young person collected as soon as practicable. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		If a bathroom is required for the isolated person – they shall use a separate bathroom to other people if possible. If not, the bathroom should be quarantined after use until it can be cleaned and disinfected thoroughly. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		School should encourage the parents to have the child/young person tested. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Contact with unwell individuals – who develop unconfirmed symptoms on site but later confirmed by NHS testing.	Direct transmission of the virus to well individuals.	If the unwell person tests positive, then if appropriate the child's class/group/proximity should be sent home and advised to self-isolate for 10 days. Appropriate procedures in place to contact parents promptly? Liaison with Public Health England is to be expected. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Contact with unwell individuals – who develop unconfirmed symptoms on site but later confirmed by NHS testing. (Continued)	Direct transmission of the virus to well individuals.	In the event of a positive test the school should ensure that the classroom and resources that the child or person used should be subject to a detailed deep clean above the normal school practises as soon as possible. <small>Guidance: Schools COVID-19 operational guidance</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Appropriately trained staff should be available throughout the normal school day to conduct emergency deep cleaning of potentially contaminated areas. <small>Guidance: Schools COVID-19 operational guidance</small>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Direct contact with airborne droplets from carriers.	Direct infection of a well individual with virus particles	School to promote to all staff and pupils in an appropriate manner good respiratory hygiene practises as typified by the NHS campaign “Catch it, Kill it, Bin it”. This should be repeated frequently.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Teaching staff to supervise children and tell them to use a tissue or the crook of their arm if they want to sneeze or cough.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Appropriate signage to be placed on display in all rooms, offices, corridors etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		A supply of tissues and appropriate wastepaper bin to be present in all rooms that are in use at the school. Bin to be emptied daily.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Pupils and staff are reminded to wash their hands using the appropriate method after sneezing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Direct contact with airborne droplets from carriers. (Continued)	Direct infection of a well individual with virus particles	The guidance provided by Public Health England recommends the use of face coverings for corridors and communal spaces. Staff and pupils can wear face coverings in classrooms if they wish. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Direct contact with virus particles from hand contact surfaces. Personal Hygiene	Direct infection of a well individual with virus particles transferred to hands to mucous membranes.	Staff are reminded to wash their hands on a frequent and regular basis using the approved "20 second" method.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Teaching staff are expected to supervise children in a manner appropriate to the age group to ensure that they wash their hands or sanitise. It is suggested at least as follows: <ul style="list-style-type: none"> - On arrival at school - After visiting the toilet - Returning to the classroom after breaks - Before lunch time 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Teaching staff to be provided with appropriate resources to inform and instruct the pupils regarding the needs to wash their hands during the pandemic.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Supplies of hand sanitizer gel should be provided in all rooms in use to allow children and staff to use them as required to reduce the frequency of hand washing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		All staff have their own individual supply of appropriate hand sanitizer gel.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Direct contact with virus particles from hand contact surfaces. Personal Hygiene (Continued)	Direct infection of a well individual with virus particles transferred to hands to mucous membranes.	Ensure that the school buildings are provided with appropriate posters and signage to remind people / children present to wash their hands.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on site - Staff	Direct transmission of virus from carriers to well individuals	School to identify staff that can work at home and allow them to do so if possible, to reduce the number of people on site.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		School to identify any staff that were classified as being clinically extremely vulnerable and provide support in their requirement to work onsite. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		School to identify the staff that were classified as clinically vulnerable due to pre-existing and complete an individual risk assessment as required. Guidance: Schools COVID-19 operational guidance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Risk assessments are to be completed by 12.01.2022 for previously classified CEV staff	
		Teaching staff including Teaching Assistants – to be on site only when required to teach their class or conduct supervisory duties. School to adopt a more flexible approach to allowing PPA and marking to be done at home.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		School timetable to be organised to allow flexible working where possible to prevent staff travelling backwards and forwards to school in a single day.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		All staff allowed to work from home been given advice regarding safe workstation set up.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Central trust will complete policy update-led by HR-completed by 12.01.21. Current policy is still in effect.	

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Social Contact on site - Staff	Direct transmission of virus from carriers to well individuals	The staff room and facilities to be re-organised to allow social distancing or limit numbers of staff that can be present.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Staff not allowed to share resources/ materials or equipment within the staff room. Staff to be encouraged to bring in their own mugs, tea, coffee etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Staff briefings and meetings to be suspended or conducted via an online platform to avoid unnecessary gatherings on the school site which may compromise social distancing rules.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on site – Children/Young people	Direct transmission of virus from carriers to well individuals	School to identify the children within the school which were classified as being clinically extremely vulnerable and continue to monitor support and wellbeing while attending school. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Children that live in a household with somebody who was categorised as being clinically extremely vulnerable should be identified and follow the same COVID-19 guidance as their peers. Guidance: Schools COVID-19 operational guidance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		The school has identified the number of children in each year group allowed to return and then allocated them to groups of no more than 30.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There may be a small number of instances where classes may go to 31. Appropriate seating arrangements within lessons to allow social distancing to be implemented.	

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Social Contact on site – Children/Young people Classrooms	Direct transmission of virus from carriers to well individuals	The school has assessed that identified classrooms for each allocated group has the space to allow adequate social distancing and has the facilities and equipment to meet the needs of the year group concerned. Consider Early Years children having to be taught in classrooms for older children.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Relocate spare “early years” furniture into other classrooms to allow the age groups to be more comfortable. (Conduct a Manual handling Risk Assessment if needed.)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Where schools have a larger number of groups of children than the number of classrooms or rooms available for teaching. Seek advice from your LA or Trust. <i>Guidance suggests schools should prioritise children from priority groups and children in younger year groups.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		In the identified classrooms the following is to occur: <ul style="list-style-type: none"> - Remove from use excess seating. - Remove soft toys and furnishings that cannot be easily hygienically sanitised. - Remove any hard toys that are complex and difficult to clean. 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

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Social Contact on site – Children/Young people Classrooms (Continued)	Direct transmission of virus from carriers to well individuals	Children must stay within their identified group for the majority of the time. Children must not be allowed to change groups unless for exceptional reasons. Guidance: Schools COVID-19 operational guidance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This will form part of our contingency plan should number of cases rise.	
		Staff must stay with their class group throughout the day where practicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Stagger break / playtimes / use of outdoor spaces so that different groups are not using the space at the same time where space is limited.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Split lunch with two year groups on at a time. Temporary measure of allocated lunch seating times to be reviewed w/c 17.01.2022	Yes
		For schools, where there is a larger amount of outdoor space that can be easily and clearly segregated, different groups can be allocated to specific areas. Guidance: Schools COVID-19 operational guidance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This will form part of our contingency plan should number of cases rise.	
		Outdoor play equipment, including climbing frames etc will not be used unless the equipment can be demonstrated that it can be cleaned effectively between groups of children using it.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Sufficient staff should be present to supervise the children and ensure that they are maintaining social distancing as far as reasonably practicable and practising good personal hygiene e.g. not touching their face or eyes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Social Contact on site – Children/Young people Classrooms (Continued)	Direct transmission of virus from carriers to well individuals	For younger children, introduce more structured play, by using games which promote social distancing instead of allowing “free” play.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Social Contact on Site - General	Direct transmission of virus from carriers to well individuals	Where possible implement one-way systems in and out of buildings to reduce mixing of people and children. Have a plan to show routes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This will be part of the January induction programme for students on 04.01.2022	
		Where possible classrooms should be accessed from the outside at all times as long as this situation can fit with the drop off and collection procedures for the school.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Although transmission of the virus in corridors is low due to the transitory nature of people using the space, it is good practise to implement a “walk on the left” protocol.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Social Contact on Site – Drop Off	Direct transmission of virus from carriers to well individuals	Ensure that the drop off times for various year groups or class groups are staggered to reduce the number of people trying to access the school at one time.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is a large drop off zone for students to maintain social distancing and outdoor and indoor space for students to socially distance while waiting for school to begin.	
		Families should be informed that children should be brought to the site by only a single member of the same household wherever possible to reduce transmission risks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Social Contact on Site – Drop Off (Continued)	Direct transmission of virus from carriers to well individuals	Develop an appropriate “drop off” protocol which will allow children to be dropped off at a secure point and then taken into the school by a member of staff. Any protocol should be age appropriate. Older children can be allowed to access the school independently as long as social distancing measures can be adhered to.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Assess the school site and identify where appropriate signage and marking designating social distancing can be placed to allow parents / guardians to drop off their children in a controlled manner.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Identify a one-way flow for any drop off system.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on Site - Collection	Direct transmission of virus from carriers to well individuals	Children should be collected by an identified member of their household only.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Stagger collection times to manage the collection process as much as reasonably practicable.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This will form part of our contingency plan should number of cases rise.	
		Develop an appropriate collection protocol that takes into account any appropriate age considerations, safeguarding procedures and social distancing requirements.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Social Contact on Site – Collection (Continued)	Direct transmission of virus from carriers to well individuals	Communicate with the families that they should not be congregating in large groups outside of the school gates or at the collection points. Social distancing must be adhered to if possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on Site – Drop off and Collection	Direct transmission of virus from carriers to well individuals	Review and assess both the drop off and collection protocols on a daily basis. Take appropriate action to make changes and communicate with all interested parties.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on Site – Dining Hall	Direct transmission of virus from carriers to well individuals	Increase the lunch time period to allow effective staggering of the lunch timings for different class groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		To maintain social distancing between groups capacity of the dining hall will need to be reduced. Create a layout plan which details the seating arrangements to be put in place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Year groups should be brought in one group at a time and either allowed to sit in their designated area to eat their packed lunch or join a supervised queue.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Work with the School Caterers to determine how food can be served in a socially distanced manner.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Dining tables and chairs as well as other hard surfaces will need wiping using an appropriate sanitiser between groups.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Supervise the dining hall appropriately to prevent children from sharing food or utensils whilst eating.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Social Contact on Site – Dining Hall (Continued)	Direct transmission of virus from carriers to well individuals	Food provision and service should be changed to prevent the need of open salad bars, self service foods, shared condiments and sauces. Individual servings should be provided.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Trays, glasses, cups and cutlery shall be maintained in a hygienic manner and preferably handed to the child during service to reduce over transmission risks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Children should wash their hands before entering the dining hall and appropriate sanitiser gel should be used before food is collected.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Children on packed lunches should be provided with hand sanitiser gel.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on Site – School Hall / Assemblies	Direct transmission of virus from carriers to well individuals	School assemblies will continue, but seating in form groups and register order will be in place to support contact tracing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Collective worship will continue, but with only a half-year group attending live and the other group joining virtually.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temporary measure to be reviewed w/c 17.01.2022	Yes
		Collective worship activities, such as singing, will be limited and under review.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Temporary measure to be reviewed w/c 17.01.2022	Yes
Social Contact on Site – School Hall / Sports	Direct transmission of virus from carriers to well individuals	PE for mixed learning groups are not to occur. In large facilities two groups can use the same facility. Risk assess the space available	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

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Social Contact on Site – School Hall / Sports (Continued)	Direct transmission of virus from carriers to well individuals	PE Department / PE leads to develop appropriate sports / PE lesson plans.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Outdoor PE lessons are preferred to reduce the risk of transmission.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Sports equipment should not be shared unless they are able to be effectively cleaned between uses / classes.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Social Contact on Site – Teaching	Direct transmission of virus from carriers to well individuals	All teachers to review their lesson plans or schemes of work to ensure they can meet the needs to promote social distancing and reduce the risk of disease transmission.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Shared resources are prohibited. Children to be provided with individual resources where appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Teaching Staff to maintain social distancing with individuals with their classrooms.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Social Contact on Site – Wrap around care	Direct transmission of virus from carriers to well individuals	After school clubs will continue. Groupings and seating plans will be in place to support contact tracing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Contact with virus particles on surfaces: Effective cleaning	Indirect transmission of virus from carriers to well individuals	School has a copy of COVID 19: cleaning of non-healthcare settings guidance for reference.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		If, contract cleaners are employed discuss the requirements for a new cleaning regime at the school based on the guidance. A new service level agreement will be required.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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Contact with virus particles on surfaces: Effective cleaning (Continued)	Indirect transmission of virus from carriers to well individuals	If the school employs their own cleaners, discussions will be required to determine changed working patterns throughout the day to meet the requirements of the above guidance.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		All school cleaning staff will need appropriate instruction and training with regards the requirements of government guidance and the wearing of identified PPE and the reasons for effective cleaning.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		The schools cleaning regime shall be at least as follows: <ul style="list-style-type: none"> - Each room that is in use shall receive a deep clean once per day. - Each room in use shall have its hand contact surfaces cleaned as frequently as necessary depending on the number of people present and use. - Each room is use shall have its high use hard surfaces cleaned frequently. - Any room that becomes contaminated with bodily fluids shall be quarantined and deep cleaned as soon as possible. Hand contact surfaces in the circulation space of the buildings shall be cleaned in an appropriate manner on a frequent basis e.g. after each break.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

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			Yes	No	N/A	If 'No' - give details as to how and when the measure will be implemented and by whom	Complete?
Contact with virus particles on surfaces: Effective cleaning (Continued)	Indirect transmission of virus from carriers to well individuals	School has identified high risk areas of the school buildings which may require higher frequencies of cleaning.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		School has identified the staff responsible to conduct the cleaning in certain situations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Complete a cleaning schedule specific to each area of the school to detail: <ul style="list-style-type: none"> - What is to be cleaned, - What chemicals are to be used, - The frequency of cleaning, - Who is to undertake the cleaning, - Method of cleaning, - Safety precautions to be taken. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Ensure that each room in use at the school is provided with the correct identified cleaning materials and there is a system to identify shortages and replace them.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Ensure that up to date MSDS sheets are present for the chemicals in use at the school.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Identify any higher risk or new chemicals that require a separate COSHH assessment. Train cleaning staff on the findings.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

What are the hazards	What might happen?	Controls	Control in Place?			ACTION PLAN	
			Yes	No	N/A	If 'No' - give details as to how and when the measure will be implemented and by whom	Complete?
Contact with virus particles on surfaces: Effective cleaning (Continued)	Indirect transmission of virus from carriers to well individuals	Conduct a separate PPE risk assessment if a risk assessment of the particular setting identifies a higher level of virus is present. Seek advice from the local Public Health Protection team on this matter if required.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Hard surface deep cleaning should be conducted using disposable cloths, mopheads or paper towels using a suitable method: <ul style="list-style-type: none"> - use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine or - a household detergent followed by disinfection (1000 ppm av.cl.). Follow manufacturer's instructions for dilution, application and contact times for all detergents and disinfectants. Ensure the school has adequate supplies of the above equipment and chemicals.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Used equipment shall be double bagged and then disposed of in general waste.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Assess there is sufficient waste storage space to securely store any increase in waste generated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Contact with virus particles on surfaces: Toilet facilities / handwashing	In Direct transmission of virus from carriers to well individuals	All toilet facilities shall be cleaned and disinfected on a basis as detailed above.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

What are the hazards	What might happen?	Controls	Control in Place?			ACTION PLAN	
			Yes	No	N/A	If 'No' - give details as to how and when the measure will be implemented and by whom	Complete?
Contact with virus particles on surfaces: Toilet facilities / handwashing	In Direct transmission of virus from carriers to well individuals	Ensure that there are measures in place to restrict numbers of pupils using toilet facilities at any one time.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Provisions in place to monitor younger children using the toilet facilities to ensure social distancing.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
		Ensure that all wash hand basins within the school are checked frequently to ensure they are provided with, warm water, soap, hygienic method to dry hands and appropriate sanitizer gel. Replace as frequently as necessary.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
Secondary Schools: Contact with the virus Testing	Transmission of virus from asymptomatic carriers in older age groups	The school to set up mass testing programme using lateral flow tests as per the guidance received.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Ensure there are adequate resources allocated to provide the testing programme.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Ensure that the staff undertaking the testing have received training with respect to the role they play.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes
		Have a separate positive test exclusion policy for the effected young person and their contacts as per the guidance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Yes

NB. The above risk assessment has been devised using the following guidance:

- [Schools COVID-19 operational guidance](#)
- [Guidance for schools: coronavirus \(COVID-19\)](#)
- [COVID-19 Response: Autumn and Winter Plan 2021](#)
- [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)
- [Coronavirus \(COVID -19\): implementing protective measures in education and childcare settings](#)
- [COVID-19: cleaning of non-healthcare settings outside the home](#)
- [Guidance for people previously considered clinically extremely vulnerable from COVID-19](#)


This risk assessment has been produced as a generic template for Schools to follow to give them a start on ensuring they are meeting the recommendations held in the guidance documents given above. This risk assessment does not take into account any specific circumstances found at your school which may mean you will have difficulty meeting the recommendations. It is important that you identify these “hazards” and conduct a specific risk assessment to identify the management controls required at your school.

These specific hazards can be added to this risk assessment. You are free to use this risk assessment how you see fit and make the appropriate alterations necessary to your school.

This risk assessment will remain under review by SafetyMARK to address any changes in Government / Public Health England advice. Updated risk assessments will be created and added to the Resource Library you have access to as soon as practicable.

Sign Off Sheet

Assessor Details

Assessor(s) name: Vanessa Bardsley	Assessor(s) signature: 	Date: 16/12/2021
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School safety co-ordinator to sign below to accept the assessment

School safety co-ordinator's name: Caroline Parker	School safety co-ordinator's signature:	Date:
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