

Area/Activity Assessed	School Phase 3 partial opening – COVID-19	Responsible Person	Head Teacher/ SLT/Governors
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Persons Exposed	Employees <input checked="" type="checkbox"/>	Contractor <input checked="" type="checkbox"/>	Young Person <input checked="" type="checkbox"/>	Expectant Mother <input type="checkbox"/>	Visitors and/or Public <input checked="" type="checkbox"/>	Trespassers <input type="checkbox"/>
Frequency of Exposure	Continually <input type="checkbox"/>	Hourly <input type="checkbox"/>	Daily <input checked="" type="checkbox"/>	Weekly <input type="checkbox"/>	Monthly <input type="checkbox"/>	Yearly <input type="checkbox"/>
Duration of Exposure	Less than 1hr <input type="checkbox"/>	1-2 hrs <input type="checkbox"/>	3-4 hrs <input type="checkbox"/>	5-6 hrs <input type="checkbox"/>	7-8 hrs <input type="checkbox"/>	More than 8 hrs <input checked="" type="checkbox"/>

Probability - (5=Very Likely, 4=Likely, 3= Quite Possible, 2= Possible, 1= Unlikely) Severity - (5=Catastrophic, 4=Major, 3=Moderate, 2=Minor, 1=Insignificant)	0-8 - Low risk No Action Required. 9-15 - Medium risk Ensure adequate controls are in use. 16-25 - High Risk Stop operation and implement adequate control measures
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This Risk Assessment appendix was implemented on the 11th January 2021 by schools Head Teacher and SLT and School Governors. It will be reviewed on a regular basis and when there have been significant changes in government, public health and local authority guidance. The risk assessment highlights all control measures the school have put in place to ensure the school is COVID-Secure for all staff, pupils, visitors and contractors. See the school Plan for further information on how these control measures will be implemented.

The size and flow of the particular school building allows for bubbles to operate independently of each other. All classroom dimensions are relative. Staff will not be asked to cross bubbles without a minimum of a 48 hour circuit break between.

When working at home, we would advise staff to follow the NEU advice as follows : [Coronavirus : safe home-based working | NEU](#)

No	Hazard	Initial			Existing Control Measures	Residual			Additional Controls
		Severity	Probability	Risk		Severity	Probability	Risk	
1	School partial opening during lockdown.	4	3	12	<ul style="list-style-type: none"> All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19. All staff and pupils will have access to coronavirus tests via the NHS website. For individuals or groups not attending school, we have remote education plans in place. Attendance School remains open to vulnerable children and children of critical workers. Schools providing Nursery provision will be open to all children. Parents/carers are advised to keep their children home if they can.	4	2	8	Wraparound Care

1				<p>Parents/carers have been requested to limit the number of different out-of-school settings/providers they access and to seek assurance regarding protective measures. School will follow guidance provided by the DfE.</p> <p>https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak</p> <p>School Uniform Increased ventilation will make school buildings colder and additional indoor clothing may be needed. School will relax school uniform rules during partial closure if it deems it necessary to do so.</p> <p>Safeguarding Safeguarding policies have been reviewed (including Online Safety and Acceptable Use Policies in line with KCSIE2020) and the DSL will co-ordinate multi-agency working as required. COVID-19 addendum to Child Protection Policy.</p> <p>Behaviour Behaviour policies have been reviewed – COVID-19 addendum.</p>				
1	School partial opening during lockdown	4	3	12	<ul style="list-style-type: none"> • All staff are competent and instructed with regards to the procedures in place for the protection against infection from Covid-19. • All staff and pupils will have access to coronavirus tests via the NHS website. • Staff have access to testing kits available which can be collected from the school office. • For individuals or groups not attending school, we have remote education in place. • Provision will be monitored and may be adapted if the SLT deems it necessary. This may include changing the structure of bubbles, staffing or location of bubbles. The risk assessment ensures that risk will be mitigated by: <ul style="list-style-type: none"> ○ Numbers will be kept to a minimum and this may mean that school cannot offer places to all those who request one. Safety of staff and children will be a priority. 	4	2	8

					<ul style="list-style-type: none"> ○ If the situation arises where more staff are required on site, procedures must be strictly adhered to. Rotas in bubbles will be actioned and staff must take separate breaks to ensure the staff moving around school or accessing the staff room is always at a minimum. ○ Friday afternoons will be used to deep clean throughout school. ○ Any changes in bubbles will be done with a 48 hour circuit break. ○ Any meeting between staff will be conducted in area of school where each member of staff will sit at a separate table, at least 2m apart, windows open and masks/visors are worn. Meetings may be facilitated over Zoom where this cannot be safely facilitated. ○ The SLT are committed to working safely and recognise that the risk assessment is a working document. If a review shows that a change is needed, it will be addressed swiftly. <p>Ventilation</p> <ul style="list-style-type: none"> ● School is well ventilated and a comfortable teaching environment is maintained. This is achieved by a variety of measures including: ● mechanical ventilation systems – these are adjusted to increase the ventilation rate wherever possible, and checked to confirm that normal operation meets current guidance (if possible, systems are adjusted to full fresh air or, if not, then systems will be operated as normal as long as they are within a single room and supplemented by an outdoor air supply) ● natural ventilation – opening windows (in cooler weather windows will be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Opening internal doors (unless identified as fire doors) also assists school with creating a flow of air. Blinds are open where possible to maximise airflow in rooms. ● natural ventilation – if necessary opening external doors may also be used. 				
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				<ul style="list-style-type: none"> Further advice on ventilation can be found in Health and Safety Executive guidance on air conditioning and ventilation during the coronavirus outbreak (https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm) and CIBSE coronavirus (COVID-19) advice (https://www.cibse.org/coronavirus-covid-19/coronavirus,-sars-cov-2,-covid-19-and-hvac-systems) To balance the need for increased ventilation while maintaining a comfortable temperature, the following measures will also be used as appropriate: opening high level windows in preference to low level to reduce draughts increasing the ventilation while spaces are unoccupied (e.g. between classes, during break and lunch, when a room is unused etc) providing flexibility to allow additional, suitable indoor clothing. rearranging furniture where possible to avoid direct drafts Heating will be used as necessary to ensure comfort levels are maintained particularly in occupied spaces. <p>Testing</p> <ul style="list-style-type: none"> Lateral Flow Tests are available at Local Authority testing centres across the region to help detect asymptomatic cases of Coronavirus. Early detection of asymptomatic cases reduces people unwittingly transmitting the virus. All staff and students are encouraged to make use of these tests in addition to the ongoing system of control measures in place. 				
2	Coronavirus spread from one country to another	4	3	12	<ul style="list-style-type: none"> Current UK Government Travel guidelines will be followed. Where necessary the Head Teacher will instruct all pupils and staff who have travelled abroad to adhere to current government guidelines and “(Self-isolate for 14 days at a declared UK address”). 	4	1	4
3	Staff and Pupils who have received medical advice regarding social distancing, shielding due to underlying health	4	4	16	<ul style="list-style-type: none"> The school has liaised with staff and parents to ascertain which members of staff and students are at higher or moderate risk from coronavirus. Where necessary, school have carried out Vulnerable Persons risk assessments, reviewed Educational Care Plans and conducted a Needs Assessment. 	4	2	8

	<p>condition or classed as a vulnerable person because a member of their household is vulnerable, or they are from the BAME community.</p>			<ul style="list-style-type: none"> • Staff and Parents will follow the advice given to them by their or their child’s General Practitioner. • Staff and Parents have a responsibility to keep their/the manager/head teacher informed of any changes to their/or their child’s condition or the advice given to them by their/or their child’s General Practitioner. • School has reviewed each individual case to ensure all necessary precautions are in place to protect each vulnerable person. • Temporary adjustments when necessary will be put in place. • Those individuals who are clinically extremely vulnerable are advised to work from home and not to go into work. Individuals in this group will have been identified through a letter from the NHS or from their GP. Staff should talk to their employers about how they will be supported, including to work from home where possible, during the period of national restrictions. Out-of-school settings should continue to pay clinically extremely vulnerable staff on their usual terms. • All other staff should continue to be available to attend work, including those living in a household with someone who is clinically extremely vulnerable. This is on a rota basis to reduce the number of adults in the building at any one time, This has been agreed by the SLT and Governors. • Further guidance regarding clinically extremely vulnerable is available if required. • Pregnant women are in the ‘clinically vulnerable’ category and are generally advised to follow the below advice • Further guidance regarding clinically extremely vulnerable is available if required. • Pregnant women are in the ‘clinically vulnerable’ category and are generally advised to follow the below advice Pregnant women of any gestation should not be required to continue working if this is not supported by a risk assessment, then, you should only continue working if the risk assessment advises that it is safe to do so. The school should ensure they are able to adhere to any active national guidance on social distancing. Women who are 28 weeks pregnant and beyond or are pregnant and have an underlying health condition that puts 			
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					<p>them at a greater risk of severe illness from COVID-19 at any gestation, should take a more precautionary approach. Employers should ensure pregnant women are able to adhere to any active national guidance on social distancing and/or advice for pregnant women considered to be clinically extremely vulnerable (this group may previously have been advised to shield).</p>				
4	Risk of infection	3	4	12	<ul style="list-style-type: none"> • Strict guidelines have been produced and will be implemented by the school as far as reasonably practicable. (<i>The school reopening Risk Assessment plan – last updated December 2020.</i>) • School will immediately isolate any people who have a continuous cough or any irregular coughing episodes. • Isolation rooms can comfortably accommodate a distance of 2 metres per person. This is in the room marked 'SLT office'. • Isolation room(s) are kept clean – using antibacterial cleaner on door handles and other contactable surfaces as directed in deep clean guidelines. • Hand sanitizer and hand washing facilities are available throughout the school. • Waste bins are monitored and emptied regularly. • Any staff presenting as symptomatic will be immediately sent home. • Any pupils presenting as symptomatic will be taken to the isolation area and parents requested to collect their child. • Teachers will ensure that all students wash their hands regularly throughout the day particularly when eating and at the start and end of activities. • Bubbles / Pods have been assessed for maximum capacities based on a distance of 1m between student seats and 2m between staff and students • Playtimes will be within key worker and vulnerable bubbles to minimise risk as far as possible. • Equipment i.e. keyboards, laptops etc will be cleaned throughout the school day • Staff will keep a minimum of 2 metre distance when collecting and releasing students to their parents at the beginning and end of the school day. 	3	3	9	

				<ul style="list-style-type: none"> • Where possible communication between parents and the school will be via text message/email or social media (learning platform). Any parents requiring to speak with teaching staff should be either behind the reception screen by appointment only or by a online meeting room such as Zoom. • School will not open any longer than is necessary. Early closure on Fridays has been agreed for a deep clean throughout the site. • All visitors and contractors to school will be limited to essential personnel only i.e. to fix defective boilers, catering staff etc. • Contractors are aware they must not visit the school if they or anyone they have come into contact with are symptomatic. 				
4	<p>Staff and Pupils showing signs or confirmed of having Coronavirus</p> <p>Or a member of their household is suspected or confirmed with having Coronavirus</p> <p>Or contacted through the NHS Test and Trace</p>	4	2	8	<ul style="list-style-type: none"> • Staff and Pupils are instructed NOT to attend school if they or a member of their household are displaying Coronavirus symptoms or they have received notification from the NHS Test and Trace to self-isolate as they have been in close contact with someone. • Staff and Pupils are asked to follow the advice of the NHS/GP and should self-isolate for 10 to 14 days. • Upon instruction of the NHS/GP all persons and persons linked to a person showing signs of coronavirus may be tested. • Staff have a legal obligation to adhere to NHS Test and Trace self-isolation rules https://www.gov.uk/government/news/new-legal-duty-to-self-isolate-comes-into-force-today • All Staff and Parents have a responsibility to inform the school immediately of the result of the COVID-19 test (Negative/Positive) • A staffing plan is in place to ensure safe staffing levels are achievable and monitored appropriate to group sizes/ pupil needs and the activities required. • In line with evolving advice, the practice of social distancing will be carried out with a general assumption of all parties being potentially asymptomatic carriers, therefore reducing unnecessary contact in all situations • School will communicate the availability of Lateral Flow Testing to all school users. 	4	1	4

5	Lack of control over contractors/visitors coming onto site	4	2	8	<ul style="list-style-type: none"> School will communicate the upcoming availability of Lateral Flow Testing within secondary school settings and encourage participation in regular testing During school hours no contractor or visitor will be allowed onto the school premises or into the school building without an appointment or permission from the Head Teacher. All contractors and visitors are instructed to report to the main school reception upon arrival. All contractors and visitors will be instructed to adhere to all Covid requirements i.e. social distancing, PPE etc. All contractors and visitors are asked for verbal or written evidence to confirm that: <ol style="list-style-type: none"> I am at present not suffering from any symptoms or have tested positive for coronavirus within the last 14 days. No member of my household or support bubble are displaying symptoms or have tested positive for coronavirus within the last 10 days. I have not travelled abroad to any country outside of the 'travel corridor' with in the last 10 days. I have not been contacted by the NHS Test and Trace service within the last 10 days. The school reserves the right to deny access or request a person to leave the school premises if the person was deemed to be displaying coronavirus symptoms or being aggressive or abusive to school staff 	4	1	4	
6	Staff and Pupils displaying symptoms.	4	3	12	<p>Whilst on site.</p> <ul style="list-style-type: none"> The School will be notified immediately of any staff member or pupils displaying symptoms. Staff and Pupils displaying symptoms of Coronavirus will be sent home. All remaining Staff and Pupils will be kept informed of the persons condition and asked to monitor their own health. If required a suspected coronavirus letter will be sent home with each pupil and parents/carers are asked to monitor the health of their child. Where necessary the infected person will be moved to the designated isolation room whilst they await medical assistance and/or arrangements are made for the person to be collected and taken home. 	4	2	8	

				Response to any infection <ul style="list-style-type: none"> • 9) Engage with the NHS Test and Trace process. • 10) Manage confirmed cases of coronavirus (COVID-19) amongst the school community. • 11) Contain any outbreak by following local health protection team advice. • Numbers 9 to 11 must be followed in every case where they are relevant. 				
7	Unable to social distance on public transport	4	3	12	Dedicated school transport <ul style="list-style-type: none"> • School will not be using any public transport during the partial closure time of January 2021 – February 2021. 			
8	Unable to social distance when administering first aid	5	2	10	<ul style="list-style-type: none"> • An adequate number of First Aiders (First Aid at Work, Emergency First Aid) are always available. . • School will ensure all First Aiders receive refresher training to ensure they are: <ul style="list-style-type: none"> ▪ Aware of the risks to themselves and others when approaching a casualty and the risk of cross contamination. 	5	1	5

				<ul style="list-style-type: none"> ▪ Aware of the importance to keep themselves safe (wear PPE, hand washing, CRP safety) etc. ▪ Aware of the importance to keep up to date with relevant First Aid Advice ▪ Aware of their own capabilities <p>https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/</p> <p>RIDDOR</p> <ul style="list-style-type: none"> • The school will work closely with the Local Health Protection Team and follow their advice • The school will contact Compliance Education/Trust/LA immediately to report any confirmed Coronavirus cases or serious injuries as it may be necessary to file an HSE RIDDOR report. 				
9	Unable to social distance during an emergency	5	2	10	<ul style="list-style-type: none"> • Fire Risk Assessment completed in accordance with the Regulatory Reform (Fire Safety) Order 2005. • Fire practise to be carried out whilst children are in KWV bubbles. • All alarm and emergency lighting systems are maintained by appointed competent contractor. • The COVID-19 fire procedure is explained to all staff members who are aware of the school fire safety arrangements. • Regular fire evacuation drills are carried out. • All staff members receive fire awareness training at regular intervals. • Smoking is prohibited in the building in line with current legislation. • All alcohol-based hand sanitiser is situated far away from naked flames. • Alternative non-alcohol-based hand sanitisers are used in kitchens etc 	5	1	5
10	Persons not following Social Distancing rules	4	3	12	<ul style="list-style-type: none"> • Staff and pupils repeatedly disobeying the rules will be managed immediately. <p>https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools</p> <p>(Please also refer to Holy Spirit Primary School Behaviour Policy and Covid 19 Appendix)</p> <ul style="list-style-type: none"> • The School will do everything possible to minimise contacts mixing while delivering a broad and balanced curriculum. 	4	1	4

				<ul style="list-style-type: none"> All staff and pupils are instructed in the importance of minimising contact and practising social distancing where possible. <p>This includes etc:</p> <ul style="list-style-type: none"> Following all temporary alterations to the school’s routine and procedures that have been implemented by the Head Teacher and SMT/SLT to protect both the staff and pupils Staff and pupils washing their hands for 20 seconds regularly throughout the day. Hand Sanitiser units are strategically placed around the building to supplement hand washing. Staff and pupils are instructed to wash their hands before and after using equipment and eating, on arrival and when leaving their POD/bubble. Staff and pupils are encouraged to cover their mouth and nose with a tissue. ‘catch it, bin it, kill it’ Cleaning routines have been enhanced. The school timetable has been adjusted to factor in the need to stagger access, breaks, lunch etc in order to reduce movement around the building. Each bubble uses a separate exit. Where possible staff and pupils will refrain from having close face to face contact with another person. Staff are instructed to socially distance at all times from pupils and other members of staff. Staff and pupils are discouraged from gathering in large close groups. Staff and pupils are instructed to keep to the left-hand side of the corridor and stairs whilst walking around site. The Head Teacher reserves the right to agree to or ask staff and/or visitors to wear a face covering whilst in school where social distancing is not possible. 					
11	Lack of Social Distancing around site and in classrooms.	4	3	12	<p>The Head Teacher together with their SMT/SLT have put together a school plan which details all the processes and procedures the school have put in place to ensure a COVID-Secure and Safe Environment for all staff, pupils and visitors.</p> <p>Outside the classroom:</p> <ul style="list-style-type: none"> The school stagger start times and each bubbles exits from non-adjacent doors. 	4	1	4	

				<ul style="list-style-type: none"> • As we take children between 4 to 5yrs, the school ensures that at least one member of staff holds a current Paediatric First Aid certificate on occasions when this is not possible due to staffing issues the school will ensure that someone with a current First Aid at Work or Emergency Paediatric First Aider is in attendance. • EYFS Staff to child ratios are adhered to and when necessary any new entrants (level 2 or 3) are counted as a member of staff even if they have not completed a Paediatric First Aider course. (EYFS have agreed to waiver this rule due to COVID) • All essential professionals such as social workers, speech and language therapists or counsellors, or professional EHC support workers only attend if they need to and visits are kept to a minimum. • All nonessential external providers that are not directly required for children’s health and wellbeing, have been suspended. <p>Nappy or Pad Changing</p> <ul style="list-style-type: none"> • Parents/carers are requested to ensure their child has a clean new nappy/pad on when they arrive at school. This is to minimise the number of nappy/pad changes throughout the day. • Where possible staff are to stand side-on when changing nappies/pads and to wipe away from themselves. • Suitable personal protective equipment is available Disposable gloves Fluid resistant type IIR surgical mask Only if you suspect the child may have coronavirus as you will be within the 2 metres social distancing rule. • Once used all PPE is disposed of together with the nappy. • Hands are washed before and after each nappy/pad change. • Handwashing facilities are available i.e. hot water, soap, hand sanitiser, paper towels etc. • Pregnant staff or staff with a low immune system must take care and use the precautions available when dealing with bodily fluids, were possible alternative staff should undertake this duty. • Where possible potty training should be implemented <p>Site Manager/Caretaker and Cleaners/Cleaning Contractors</p>			
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15				<ul style="list-style-type: none"> Scrupulous attention to cleaning and hygiene - this is particularly important in a sport setting because of the way in which people breathe during exercise. <p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation</p> <p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf.</p> <p>Offices/Reception</p> <ul style="list-style-type: none"> A staff rota is in place in order to maintain social distancing in offices. Where possible staff are asked to work from home. Touch points on equipment will be wiped down regularly. <p>Reception Area</p> <ul style="list-style-type: none"> The reception desk is fully enclosed with a screen A protective screen has been installed to the reception desk. Only essential visitors and contractors are allowed on site and by appointment only. Visitors are discouraged. All unnecessary furniture in the reception area has been removed. Where possible staff will refrain from having close face to face contact with others Rooms are well ventilated 				
	Unable to stop the virus from spreading Personal Hygiene	4	3	12	<p>Transmission</p> <ul style="list-style-type: none"> The virus that causes COVID-19 is mainly transmitted through droplets generated when an infected person coughs or sneezes. This virus can be readily isolated from respiratory secretions. There are two routes by which COVID-19 can be spread: directly from close contact with an infected person (within 2 metres) where respiratory secretions can enter the eyes, mouth, nose or airways - this risk increases the longer someone has close contact with an infected person who has symptoms. 	4	1	4

16	Unable to stop the virus from spreading General Cleaning	4	3	12	<ul style="list-style-type: none"> Secondly, indirectly by touching a surface, object or the hand of an infected person that has been contaminated with respiratory secretions and then touching one's own mouth, nose, or eyes. <p>Handwashing</p> <ul style="list-style-type: none"> Handwashing is one of the most important ways of controlling the spread of infections, The recommended method is the use of liquid soap, warm water and paper towels. Always wash hands after using the toilet, before eating or handling food, and after handling animals. <p>Coughing and sneezing</p> <ul style="list-style-type: none"> Coughing and sneezing easily spread infections. Persons are encouraged to cover their mouth and nose with a tissue. Wash hands after using or disposing of tissues. Spitting should be discouraged. <p>Personal protective equipment (PPE).</p> <ul style="list-style-type: none"> PPE for cleaners as per MSDS and/or COSHH risk assessments PPE for cleaners when completing a Deep Clean The correct PPE should be used when handling cleaning chemicals. PPE is worn as per the cleaning chemicals COSHH risk assessment or MSDS. PPE is worn by First Aiders <p>Nappy or Pad Changing (PPE)</p> <ul style="list-style-type: none"> Disposable gloves Fluid resistant type IIR surgical mask Only if you suspect the child may have coronavirus as you will be within 2 metres social distancing rule 	4	1	4
				<p>Cleaning of the environment,</p> <ul style="list-style-type: none"> The school is cleaned with normal household disinfectant. All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: Objects which are visibly contaminated with body fluids. All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells 				

17	Failure to Deep Clean the school after a member of staff or child is suspected of having coronavirus COVID-19	4	3	12	<ul style="list-style-type: none"> Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings. Monitor cleaning contracts and ensure cleaners are appropriately trained with access to PPE <p>Cleaning of blood and body fluid spillages.</p> <ul style="list-style-type: none"> All spillages of blood, faeces, saliva, vomit, nasal and eye discharges should be cleaned up immediately (always wear PPE). When spillages occur, clean using a product that combines both a detergent and a disinfectant. Use as per manufacturer's instructions and ensure it is effective against bacteria and viruses and suitable for use on the affected surface. Never use mops for cleaning up blood and body fluid spillages – use disposable paper towels and discard clinical waste as described below. A spillage kit should be available for blood spills. <p>Clinical waste.</p> <ul style="list-style-type: none"> Always segregate domestic and clinical waste, in accordance with local policy. Used nappies/pads, gloves, aprons and soiled dressings should be stored in correct clinical waste bags in foot-operated bins. All clinical waste must be removed by a registered waste contractor. All clinical waste bags should be less than two-thirds full and stored in a dedicated area. 	4	1	4
				<p>Deep Cleaning.</p> <ul style="list-style-type: none"> The SLT and Governors have agreed to close the school early every Friday during this partial opening period to deep clean. School has employed an extra cleaner during this time as well as an extra daily cleaner for the EYFS site. The school is cleaned with normal household disinfectant after someone with the suspected coronavirus COVID-19 has left to reduce the risk of others being infected. Where possible the area is closed and secure for 48 to 72 hours before the commencement of the deep cleaning. Suitable personal protective equipment is available Fluid resistant type IIR surgical mask 				

					<p>Disposable gloves and apron Disposable eye protection (where there is a risk of splashing).</p> <ul style="list-style-type: none"> • Once used all PPE is disposed of • Hands are washed before and after cleaning for at least 20 seconds. • Handwashing facilities are available i.e. hot water, soap, hand sanitiser, paper towels etc. • Pregnant staff or staff with a low immune system must take care and use the precautions available when dealing with bodily fluids <p>Cleaning of the environment,</p> <ul style="list-style-type: none"> • Public areas where a symptomatic individual has passed through and spent minimal time, such as corridors, but which are not visibly contaminated with body fluids can be cleaned thoroughly as normal. • All surfaces that the symptomatic person has come into contact with must be cleaned and disinfected, including: • Objects which are visibly contaminated with body fluids • All potentially contaminated high-contact areas such as bathrooms, door handles, telephones, grab-rails in corridors and stairwells • Use disposable cloths or paper roll and disposable mop heads, to clean all hard surfaces, floors, chairs, door handles and sanitary fittings, following one of the options below: • Use either a combined detergent disinfectant solution at a dilution of 1,000 parts per million available chlorine • 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 • If an alternative disinfectant is used within the school, this should be checked and ensure that it is effective against enveloped viruses • Avoid creating splashes and spray when cleaning. • Any cloths and mop heads used must be disposed of and should be put into waste bags as outlined below. • When items cannot be cleaned using detergents or laundered, for example, • Upholstered furniture has been removed from general areas. 			
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				<ul style="list-style-type: none"> Any items that are heavily contaminated with body fluids and cannot be cleaned by washing should be disposed of. If possible, keep an area closed off and secure for 72 hours. After this time the amount of virus contamination will have decreased substantially, and you can clean as normal with your usual products. <p>Clinical waste.</p> <ul style="list-style-type: none"> Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues): 1. Should be put in a plastic rubbish bag and tied when full. 2. The plastic bag should then be placed in a second bin bag and tied. 3. It should be put in a suitable and secure place and marked for storage until the individual's test results are known Waste should be stored safely and kept away from children. You should not put your waste in communal waste areas until negative test results are known, or the waste has been stored for at least 72 hours. If the individual tests negative, this can be put in with the normal waste If the individual tests positive, then store it for at least 72 hours and put in with the normal waste If storage for at least 72 hours is not appropriate, arrange for collection as a Category B infectious waste either by your local waste collection authority if they currently collect your waste or otherwise by a specialist clinical waste contractor. They will supply you with orange clinical waste bags for you to place your bags into so the waste can be sent for appropriate Treatment 					
	Pupils mixing with other groups during Extra-curricular Provision	4	3	12	<ul style="list-style-type: none"> The school has assessed the need to resume breakfast provision for the KWV groups. The school can offer breakfast provision from 07:45 to 08:45 every day from 5/1/21 Pupils where possible will be placed in year group / POD. A basic breakfast will be provided. 	4	1	4	

	Lack over control over external clubs hiring the school facilities	4	3	12	<ul style="list-style-type: none"> The school will only allow external clubs and organisations to use/hire their facilities when it is ready and feels the school, the club or organisation can maintain a COVID-safe environment. The school will ensure all necessary building and grounds comply with government, sports, and performing arts guidance (example ventilation, Swimming Pool water PH-7.0) A COVID contract will be drawn up – the external provider will sign to say that they have read and understood the Holy Spirit Risk Assessment and appendices. External providers must have their own RA and present to school. Where necessary a Coronavirus QR code will be obtained via https://www.gov.uk/create-coronavirus-qr-poster and displayed 	4	1	4	
	Arranging and/or attending inappropriate Educational Visits	4	3	12	<ul style="list-style-type: none"> No overnight UK or Overseas Educational Visits will be organised or take place until it is deemed safe to do so. No trips/ swimming or similar during this partial closure period 	4	1	4	

ACTION ARISING FROM RISK ASSESSMENT					
No	Risk Rating	Action Required:	Person (s) Responsible	Target Date	Date Completed

Useful Websites

Health and Safety Responsibilities	https://www.gov.uk/government/publications/health-and-safety-advice-for-schools/responsibilities-and-duties-for-schools
	https://www.hse.gov.uk/services/education/sensible-leadership/school-leaders.htm
	https://www.hse.gov.uk/services/education/faqs.htm#a1
Business Continuity Plan	https://www.gov.uk/guidance/emergencies-and-severe-weather-schools-and-early-years-settings
Guidance for full opening – schools (published 2 nd July 2020)	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools
Current guidance on shielding	https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19
Current guidance on Clinically vulnerable	https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing#clinically-vulnerable-people
Children of critical workers and vulnerable children who can access schools or educational settings	https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision
Other nonmedical vulnerable people	https://www.gov.uk/government/publications/covid-19-review-of-disparities-in-risks-and-outcomes
Providing extra mental health support	https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers
	http://www.educationsupport.org.uk/
	https://www.eventbrite.co.uk/e/dfе-supporting-pupil-and-student-mental-wellbeing-tickets-110796856380
Behaviour Expectations	https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools
Remote Education Support	https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#res

	https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/ https://edtech-demonstrator.lgfl.net/ https://get-help-with-tech.education.gov.uk/about-bt-wifi
Coronavirus Symptoms	https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus
Stay at home guidance	https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance
Arranging a Test	https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested
Testing and Tracing	https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/
Contacting your Local Health Protection Team	https://www.gov.uk/guidance/contacts-phe-health-protection-teams
Guidance on staff wearing PPE	https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe
Site Manager/Caretaker	https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm
Cleaning	https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings
Catering	https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19
Safer Travel	https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers
Educational Visits	https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings/coronavirus-travel-guidance-for-educational-settings

	https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits
Extra-curricular provision	https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak/protective-measures-for-out-of-school-settings-during-the-coronavirus-covid-19-outbreak
Physical Education and Sports	https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation
	https://www.sportengland.org/how-we-can-help/coronavirus
	https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf
Science and Design Technology	http://www.cleapss.org.uk/
	https://www.ase.org.uk/resources/health-and-safety-resources
	https://www.data.org.uk/for-education/health-and-safety

Acknowledgement

The following members of staff have read this risk assessment.
Their signatures are confirmation that they have read and understood all of that which is within its contents.

Name	Signature	Date	Name	Signature	Date