

The RESET Programme in Walsall

Coronavirus (COVID-19): Risk Assessment Action Plan

St Peter's Catholic Primary School

Assessment conducted by: D Beirne	Job title: Headteacher	Covered by this assessment:
Date of assessment: September 2021 January 2022	Date of next review: November 2021 March 2022	

- For the purpose of this risk assessment, the term ‘coronavirus’ to refer to coronavirus disease 2019 (COVID-19).
- Schools must ensure that this risk assessment reflects the local setting and context of the school. Staff must be consulted with regard to this risk assessment.
- This risk assessment is not exhaustive and is issued to schools as a template to assist in the production of a comprehensive document that covers the particular circumstance of the setting – **as such, the risks and risk controls should be deleted/amended/added-to to reflect the school.**
- This should be viewed alongside relevant advice and guidance from the Department of Education and reflect any additional subsequent guidance issued to schools.
- Additional information and considerations for leaders is given in the ‘Reopening of Schools (Final)’ discussion document.
- For further reference, <https://www.gov.uk/government/latest?departments%5B%5D=department-for-education>, including the documents below, issued on the 11th of May 2020:
 - [Coronavirus \(COVID-19\): guidance for schools and other educational settings](#)
 - [Details on phased wider opening of schools, colleges and nurseries](#)
 - [Coronavirus \(COVID-19\): implementing protective measures in education and childcare settings](#)
 - [Actions for educational and childcare settings to prepare for wider opening from 1 June 2020](#)
 - [What parents and carers need to know about schools and other education settings during the coronavirus outbreak](#)

Key:	
Level of risk prior to control	Identifies the risk before any steps to reduce the risk have been taken
Risk Description:	Outlines the area of concern. This list is not exhaustive and schools should add/amend/delete where appropriate e.g. risks for pupils with complex needs.
Risk Controls:	The measures that will be taken to minimise the risk. These are generic and should be adapted for the school context. Add <additional information>
Impact:	Could be L/M/H or numeric, depending on what is used in the school setting.
Likelihood:	Could be L/M/H or numeric, depending on what is used in the school setting. NB IF IMPACT AND LIKELIHOOD ARE BOTH HIGH, THEN THE ACTIVITY SHOULD BE STOPPED UNTIL ADDITIONAL CONTROL MEASURES ARE PUT IN PLACE.
Responsible person:	The identified staff member(s) responsible for implementing the risk controls.
Date:	The date by which required plans for controls will be in place. To support planning, identify which controls need to be in place before pupils return to the setting. Individual schools can then personalise to their own setting.
Line Manager Check:	Sign off to ensure that the risk has been minimised as far as possible.

Risk Description/Area of Concern	Level of risk prior to control	Risk Controls	Impact/Severity	Likelihood	Responsible person	Planned Completion Date	Line Manager Check
The school lapses in following national guidelines and advice.	H	<p>To ensure that all relevant guidance is followed and communicated:</p> <ul style="list-style-type: none"> • The school to keep up-to-date with advice issued by, but not limited to, DfE, NHS, Department of Health and Social Care and PHE. • Information on the school website is updated. • Pupils updated via classrooms/email/text as necessary. • Any change in information to be shared with Chair of Governors and passed on to parents and staff by email. • School to continue • Good hygiene • Good ventilation <p>As a result: The school has the most recent information from the government, and this is distributed throughout the school community.</p>	H	L	<u>Headteacher</u>	<u>ongoing</u>	<u>Governors</u>
Poor communication with parents and other stakeholders	H	<ul style="list-style-type: none"> • All staff/pupils aware of current actions and requirements and reminded frequently using school communication systems. • Head teacher to share Risk Assessment with all staff. • Parents notified of risk assessment plan and shared with parents via website. <p>As a result: All pupils and all staff working with pupils are adhering to current advice.</p>	H	L	<u>Headteacher</u>	<u>6/9/2021</u>	<u>Governors</u>

Risk Description/Area of Concern	Level of risk prior to control	Risk Controls	Impact/Severity	Likelihood	Responsible person	Planned Completion Date	Line Manager Check
Lack of awareness of policies and procedures.	H	<ul style="list-style-type: none"> All staff, pupils and volunteers are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> Health and safety policy Infection control policy First aid policy Intimate care policy Behaviour policy <p>Policies are on the website for general access. Virtual meeting held with all staff to go through updates on policies. Staff to share with pupils on first day.</p>	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>04/09/2021</u> <u>4/1/2022</u>	
	H	<ul style="list-style-type: none"> All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>04/09/2021</u>	
	H	<ul style="list-style-type: none"> The Health Protection (Notification) Regulations 2010 	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>04/09/2021</u>	
	H	<ul style="list-style-type: none"> Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' 	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>04/09/2021</u>	
	H	<ul style="list-style-type: none"> DfE and PHE (2020) 'COVID-19: guidance for educational settings' 	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>04/09/2021</u>	
	H	<ul style="list-style-type: none"> The relevant staff receive any necessary training that helps minimise the spread of infection, e.g. infection control training. Staff are made aware of the school's infection control procedures in relation to coronavirus. 	<u>H</u>	<u>L</u>	<u>Staff</u>	<u>06/09/2021</u>	

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	H	<ul style="list-style-type: none"> Parents are made aware of the school's infection control procedures in relation to coronavirus via letter/social media/website– they are informed that they must contact the school as soon as possible if they believe their child has been exposed to coronavirus Pupils are made aware of the school's infection control procedures in relation to coronavirus via a coordinated programme of delivery from staff on the morning of the 6th September. All are informed that they must tell a member of staff if they begin to feel unwell. Daily briefing issued to staff. <p>As a result, all staff and pupils are aware of the policies and procedures in place to keep themselves safe in school.</p>	H	L	Headteacher	06/09/2021 4/1/2022	
Poor hygiene practice in school.	H	<ul style="list-style-type: none"> Posters are displayed around school and in every classroom reminding pupils of the hygiene practice required in school (e.g. washing hands before entering and leaving school). Pupils to wash their hands with soap before and after break times and lunchtimes for no less than 20 seconds. Hand sanitisers installed at all entrance doors for pupils/staff to sanitise hands on entrance/exit Teachers to reiterate key messages in class-time (when directed) to pupils to: <ul style="list-style-type: none"> Cover coughs and sneezes with a tissue, 	H	L	Staff	6/9/2021	SLT

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		<ul style="list-style-type: none"> - To throw all tissues in a bin - To avoid touching eyes, nose and mouth with unwashed hands. • Additional alcohol-based sanitiser (that contains no less than 60 percent alcohol) and tissues to be provided for the school reception area, dining hall, in classrooms and other key locations for staff and pupils-entrance/exit doors, offices, photocopier, staff room • Infection control procedures are adhered to as much as possible in accordance with the DfE and PHE's guidance. • Sufficient amounts of soap (or hand sanitiser where applicable), clean water, paper towels and waste disposal bins are supplied in all toilets and kitchen areas. • Hand washing facilities are supervised by staff when pupils are washing their hands to avoid overcrowding in hand washing areas. Pupils and staff do not share cutlery, cups or food. Staff to bring in own cups and utensils. • All utensils are thoroughly cleaned before and after use. • Door handles, tables are cleaned during the day and paper/hand towels are refilled regularly. <p>As a result, all pupils and staff are adhering to high standards of hygiene to minimise risk of transmission.</p>	<p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p> <p>H</p>	<p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p>	<p>Office</p> <p>Headteacher</p> <p>Caretaker</p> <p>Staff</p> <p>Staff</p> <p>Staff</p> <p>SLT</p>	<p></p> <p></p> <p></p> <p>Ongonig</p>	<p>SLT</p> <p>Governors</p> <p>Headteacher</p> <p>Headteacher</p> <p>Headteacher</p> <p>Headteacher</p> <p>Headteacher</p>

Risk Description/Area of Concern	Level of risk prior to control	Risk Controls	Impact/Severity	Likelihood	Responsible person	Planned Completion Date	Line Manager Check
Ill health in school.	H	Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus.	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>4/9/2021</u> <u>11/11/2021</u>	<u>Governors</u>
		Appropriate PPE sourced and guidance on its location, use and disposal issued to staff in line with government guidance on what to do is a pupil or staff member becomes unwell.	<u>H</u>	<u>L</u>	<u>Office</u> <u>Headteacher</u>	<u>04/9/2021</u>	
		All staff are informed of the procedure in school relating a pupil becoming unwell in school.	<u>H</u>	<u>L</u>	<u>Staff</u>		<u>Headteacher</u>
		<ul style="list-style-type: none"> Any pupil who displays signs of being unwell is immediately referred to senior manager 	<u>H</u>	<u>M</u>	<u>Staff</u>	<u>Ongoing</u>	<u>SLT</u>
		<ul style="list-style-type: none"> Any staff member who displays signs of being unwell immediately refers themselves to senior manager and is sent home. 	<u>H</u>	<u>M</u>	<u>Staff</u>		
		<ul style="list-style-type: none"> Where the named person is unavailable, staff ensure that any unwell pupils are moved to first aid room whilst they wait for their parent to collect them. School admin team to contact parents. Parents advised to follow the COVID-19: Guidance for households, including accessing testing. 	<u>H</u>	<u>L</u>	<u>Staff/Office</u>		
		<ul style="list-style-type: none"> Pupils and staff who have displayed symptoms in school, should be advised to be tested. If they test negative, they can return to school. 	<u>H</u>	<u>L</u>	<u>Staff/parents</u>		<u>Headteacher</u>
		<ul style="list-style-type: none"> If a pupil needs to go the bathroom, they should use a separate bathroom which will be cleaned by supervising staff after use. 	<u>H</u>	<u>L</u>	<u>Staff</u>		

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	H	<ul style="list-style-type: none"> Pupils displaying symptoms of coronavirus do not come in to contact with other pupils and as few staff as possible, whilst still ensuring the pupil is safe. A facemask should be worn by the supervising adult. If contact with a child or young person is necessary, then gloves, an apron and a face mask should be worn by the supervising adult. If there is a risk of splashing, the eye protection should also be worn. School have a good stock of all PPE in place in school office The school office/ SLT will call for emergency assistance immediately if the pupil's symptoms worsen. Unwell pupils who are waiting to go home are supervised in ppa area where they can be at least two metres away from others Areas used by unwell pupils who need to go home are identified as out of bounds, thoroughly cleaned and disinfected once vacated. <p>As a result, any member of the school community who becomes unwell, is isolated quickly and appropriate action is taken to minimise the risk of infection.</p>	<p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p>	<p><u>L</u></p> <p><u>L</u></p> <p><u>M</u></p> <p><u>L</u></p>	<p><u>Staff</u></p> <p><u>Staff</u></p> <p><u>Staff/ caretaker</u></p> <p><u>Staff</u></p>	<p><u>Ongoing</u></p>	<p><u>Headteacher</u></p>
A pupil or staff member is tested and has a confirmed case of coronavirus.	H	<p>In line with government advice:</p> <ul style="list-style-type: none"> Any unvaccinated adult must isolate for 10 days. Pupils with covid must isolate for 7 days- if they are negative on days 6 and 7 the pupils may return to school 	<p><u>H</u></p> <p><u>H</u></p>	<p><u>L</u></p> <p><u>L</u></p>	<p><u>Headteacher</u></p>	<p><u>Jan 2022</u></p>	

Risk Description/Area of Concern	Level of risk prior to control	Risk Controls	Impact/Severity	Likelihood	Responsible person	Planned Completion Date	Line Manager Check
		<ul style="list-style-type: none"> The Headteacher will contact PHE who will advise school on appropriate action. 3 positive cases over 10 days in any year group initiate a call to public health for further advice. (DFE threshold met) <p>As a result, school leaders taken appropriate action in the event of a confirmed case of coronavirus.</p>	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>4/9/2021</u>	<u>governors</u>
Poor practice leads to the spread of potential infection at the start of the school day.	<u>H</u>	<p>In line with government advice:</p> <ul style="list-style-type: none"> Issue information to young people, parents, carers and visitors not to enter the school if they display any symptoms of coronavirus. Issue information to parents about arrival and departure procedures, including safe drop-off and pick-up. Pupils to be dropped at main gates/ nurserygate and go straight to class Inform pupils and parents of their allocated times for the beginning and end of their school day. Timetable displayed on website 8.55- yrs 5 and 6 9.00 years 3 and 4 9.05 years 1 and 2 Gate supervised by TA on rota Pupils to be supervised in accessing hand-washing facilities on arrival, ensuring that pupils queue maintaining social distancing as they wait for facilities. All staff to wash hands on arrival in school. 	<u>H</u>	<u>L</u>	<u>Headteacher</u>	<u>1/9/2020</u> <u>11/1/2022</u>	<u>Governors</u>
			<u>H</u>	<u>L</u>		<u>19/7/2021</u>	
			<u>H</u>	<u>L</u>		<u>4/9/2021</u>	
			<u>H</u>	<u>L</u>	<u>Staff</u>		

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		<ul style="list-style-type: none"> • Make it clear to parents and pupils that they cannot congregate at the front of school • Sufficient supplies of hand-washing supplies provided to accommodate this procedure at the start of the day. <p>As a result, the risk of infection is reduced as pupils and staff arrive at school.</p>	H	L	Caretaker	6/9/2021	
Poor management of pupil numbers reduces the ability of pupils and staff to practice social distancing.	H	<ul style="list-style-type: none"> • Leaders to identify and communicate clearly to parents and pupils who is to attend and the times they are to attend. • Capacity calculations for designated classrooms completed by leaders. Each year group to remain in their own bubble – Teacher + TA • Pupils restricted to classrooms to minimise movement around the school. • Playtimes limited to phase groups – 2 classes in separate areas of playground. 	H H H H	L L L L	SLT	5/3/2021 May 2020	Governors

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		<ul style="list-style-type: none"> Shorter lunchtimes to enable pupils to remain in bubbles. Dinner supervisors allocated to own class Timetable reviewed and refreshed, and programme communicated to teachers and staff. Where possible, pupil movement to be limited to make social distancing easier and specialist teachers to move between allocated classrooms. If staffing is affected by covid –look at current staffing structure to enable pupils to attend school . If not possible contact parents asap and remove to remote learning <p>As a result, staff and pupils are clear about where they should be, the times that they should be there and what they are delivering.</p>	<p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p>	<p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p>	<p><u>SLT</u></p>	<p><u>8/3/2021</u> <u>11/1/2022</u></p>	<p><u>governors</u></p>
<p>Insufficient staff to run face-to-sessions for pupils.</p>	<p>H</p>	<ul style="list-style-type: none"> Protocols for staff to inform leaders if they need to self-isolate clearly in place. Teachers and support staff identified and rota in place for cover in the instance that planned staff have to self-isolate. Supply staff directed to cover classes/ vulnerable groups Pupils who are regarded as vulnerable to be encouraged to continue to attend school Extra supply staff employed jan - Easter <p>As a result, sufficient staff cover in place to provide the face-to-face support sessions for pupils.</p>	<p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p>	<p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p>	<p><u>SLT</u></p> <p><u>SLT</u></p>	<p><u>4/9/2021</u></p> <p><u>6/9/2021</u> <u>6/1/2022</u></p>	<p><u>governors</u></p>

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		<ul style="list-style-type: none"> Tissues and hand sanitiser to be located in each classroom/learning space. Bins to be emptied at least twice daily in classrooms. Contact with communal surfaces, such as door handles etc to be minimised. Internal doors to be kept open. windows and roof windows to be opened every morning by caretaker to provide ventilation. Doors to be left open. External doors from playground to be left open at play/lunchtimes pupils will be given own required equipment to reduce the risk of infection. CO2 monitors in place in classrooms and monitored by staff Shared teaching resources (such as science equipment) to be cleaned prior to and after use. The use of practical equipment in PE, Science, DT, Food etc to be minimised. For D&T staff, guidance on practical work shared through the link http://dt.cleapss.org.uk/Resource-File/GL344-Guidance-on-practical-work-in-a-partially-reopened-school-in-DT.pdf Pupils/staff to clean IT equipment (esp. keyboards) with anti-bacterial wipes before and after each use Shared telephone handsets to be cleaned with anti-bacterial wipes before and after each use Guidance issued to staff on the use of the staff room and staff toilet area, including maximum numbers at any one time. 1 person in toilets 	<p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p> <p><u>H</u></p>	<p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p> <p><u>L</u></p>	<p><u>SLT</u></p> <p><u>Staff</u></p> <p><u>Caretaker</u></p> <p><u>Staff/pupil</u></p> <p><u>Office</u></p> <p><u>Headteacher</u></p> <p><u>Caretaker</u></p> <p><u>Staff</u></p>	<p><u>6/9/2021</u></p>	<p><u>SLT</u></p> <p><u>SLT</u></p> <p><u>Governors</u></p> <p><u>Headteacher</u></p> <p><u>SLT</u></p>

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		<ul style="list-style-type: none"> Hand sanitiser to be in place at photocopiers/shared keyboards/telephones etc. Staff must wash and dry their own cups, plates and utensils. <p>As a result, the risk of infection to staff and pupils in classrooms is reduced.</p>	H	L		<u>4/9/2021</u>	<u>Headteacher</u>
Staff at increased risk from the virus	H	<ul style="list-style-type: none"> Risk assessment in place for pregnant staff and regularly reviewed. Advice from NHS followed 	H	L	<u>Headteacher</u>	<u>4/9/2021</u>	
Poor practice leads to the spread of potential infection at the end of the school day.	H	<ul style="list-style-type: none"> Issue information to parents about departure procedures, including safe pick-up. Inform pupils and parents of their allocated times for the end of their school day. <ul style="list-style-type: none"> 3.30- Years 5 and 6 3.20 Years 3 and 4 3.15 Years 1 and 2 Inform pupils and parents of the allocated exit points and pick up points- collection from class doors. Siblings together One way system around school site- beware of traffic signs displayed around school site Parents encouraged to wear masks on site 	H H H	L L L	<u>Headteacher</u> <u>Headteacher</u>	<u>7/1/2022</u> <u>6/9/2021</u>	 <u>governors</u>

Risk Description/Area of Concern	Level of risk prior to control	Risk Controls	Impact/Severity	Likelihood	Responsible person	Planned Completion Date	Line Manager Check
		As a result, the risk of infection is reduced as pupils and staff leave school.					
Poor pupil behaviour increases the risk of the spread of infection.	H	<ul style="list-style-type: none"> Pupils are reminded of the behaviour policy on their return to school. Sanctions (and how they will be applied in the context of social distancing) are clearly communicated to pupils and parents. Pupils' individual behaviour plans are reviewed, and specific control measures identified and shared with pupils and staff where necessary. <p>As a result, pupils understand the behaviour policy in context.</p>	<u>H</u> <u>H</u> <u>H</u>	<u>L</u> <u>L</u> <u>L</u>	<u>Staff</u>	<u>6/9/2021</u>	<u>SLT</u>
Pupils with complex needs are not adequately prepared for a return to school or safely supported	H	<ul style="list-style-type: none"> Additional advice should be sought from external agencies where appropriate in relation to Early Health Care Plans <p>As a result, pupils with complex needs are well supported.</p>	<u>H</u> <u>H</u>	<u>L</u> <u>L</u>	<u>Senco</u> <u>Senco</u>	<u>4/9/2021</u>	<u>Headteacher</u> <u>Headteacher</u>
Vulnerable pupils and pupils with SEND do not receive appropriate support.	H	<ul style="list-style-type: none"> Appropriate planning in place to support the mental health of pupils returning to school- Nurture groups in place/ Mental health leads identify and support vulnerable pupils. Agree what returning support is available to pupils with SEND in conjunction with families and other agencies. 	<u>H</u> <u>H</u> <u>H</u>	<u>L</u> <u>L</u> <u>L</u>	<u>SLT</u> <u>Senco</u> <u>S Tibbott/ J Wyborn</u> <u>Senco</u>	<u>6/9/2021</u>	<u>Headteacher</u>

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increases the risk of infection.		<ul style="list-style-type: none"> Parents discouraged from visiting the school. <p>As a result, reception staff are protected.</p>	H	L	Office	4/9/2021	SLT
Cleaning is not sufficiently comprehensive.	H	<ul style="list-style-type: none"> Ensure that all cleaning and associated health and safety compliance checks have been undertaken prior to opening. A nominated member of staff monitors the standards of cleaning in school and identifies any additional cleaning measures. Whilst pupils are at breaktime/lunchtime to clean tables/door handles with a disinfectant spray. Gloves to be work during this and hands washed afterwards. Disposable gloves/wipes/sprays next to photocopiers/printers etc Cleaners to act upon guidance normally linked to 'deep cleans' as part of their daily procedures (i.e. a focus on door handles, toilets, changing room, toys in the EY, etc) – pupils to clean IT equipment (esp. keyboards) with anti-bacterial wipes after use. Toilets cleaned at lunchtime <p>As a result, high standards of cleanliness are maintained in school.</p>	H	L	Headteacher	4/9/2021	Headteacher
			H	L	Caretaker		SLT
			H	L	Teaching assistant		SLT
			H	L	Caretaker		SLT
Contractors, deliveries and		<ul style="list-style-type: none"> All contractors to be checked to ensure that they are essential prior to entry to school. 	H	L	Office		SLT

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visitors increase the risk of infection	H	<ul style="list-style-type: none"> All contractors/visitors to wash hands prior to entry to school site. Any contractors who feel unwell on site to report to headteacher and leave the site immediately. Advice from PHE sought. All areas in which contractors work are cleaned in line with government guidance. Contractors to bring own food/drink and all utensils onto site. Contractors will have use of toilet in bungalow Where possible, delivery drivers to leave post/parcels and packages in a safe location with coming into contact with staff or pupils. Drivers not to enter school premises when making deliveries. Parcels left in foyer. If it is unavoidable and drivers must enter the school site, they are advised to follow most up to date government advice Drivers to hand wash/sanitise hands before entering school buildings. Surfaces to be cleaned after the deliveries have been made. Office staff will accept deliveries and wipe down parcels <p>As a result, any external visitors/contractors are kept safe and the risk to other members of the school is minimised.</p>	<u>H</u>	<u>L</u>	<u>SLT</u>		
			<u>H</u>	<u>L</u>			
			<u>H</u>	<u>L</u>	<u>Staff</u>		<u>SLT</u>
			<u>H</u>	<u>L</u>			
			<u>H</u>	<u>L</u>		<u>Ongoing</u>	<u>SLT</u>
Staff being asymptomatic	H	<ul style="list-style-type: none"> All adults working in school to take lateral flow test 2x weekly before coming into school staff to test Mondays and Thursdays. 	<u>H</u>	<u>M</u>	<u>D Beirne/ J Burrows</u>	<u>Ongoing</u>	

Risk Description/Area of Concern	Level of risk prior to control	Risk Controls	Impact/Severity	Likelihood	Responsible person	Planned Completion Date	Line Manager Check
		<ul style="list-style-type: none"> • Folders set up to record results. • kits will be distributed to all other adults in school- kitchen staff/dinner supervisors. 					
Increase in Delta variant September 2021	H	<ul style="list-style-type: none"> • D Beirne taking advice from public health • Staff to be extra vigilant • One way system around school site • Parents asked to wear mask whilst on school site at end of school day – crowded area • Staggered start and finish times in place to reduce parents collected together at pinch points • Assemblies to remain in school only with restricted groups. 	H	H	D Beirne	6/9/2021	
Omicron variant	H	<ul style="list-style-type: none"> • All previous restrictions to remain in place to prevent spread of infection • New guidelines from govt shared with parents and staff • Parents advised by txt of any positive cases in their year group • Assemblies to be restricted to single classes until the end of January 2022 • Dec 2021 – passwords/exercise book sent home in case of lockdown in 2022 so all pupils can access remote learning 	H	M	D Beirne	6/1/2022	

Useful links:

- Safeguarding: <https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>

- Remote learning: <https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19>
 - Attendance: <https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>
 - Premises: <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak>
 - Prevention and control: <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>
 - Advice: <https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>
 - Vulnerable: <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people>
 - Extremely vulnerable: <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>
 - SEND - <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
 - Home learning support: <https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources>
 - Remote support: <https://www.gov.uk/guidance/get-help-with-technology-for-remote-education-during-coronavirus-covid-19>
 - Accountability measures: <https://www.gov.uk/government/publications/coronavirus-covid-19-school-and-college-performance-measures/coronavirus-covid-19-school-and-college-accountability>
 - Pupils' mental health support/pastoral care at home: <https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19-outbreak#helping-children-and-young-people-cope-with-stress>Parents: <https://www.gov.uk/guidance/supporting-your-childrens-education-during-coronavirus-covid-19>
 - Parents with pupils with SEND: <https://www.gov.uk/guidance/help-children-with-send-continue-their-education-during-coronavirus-covid-19>
 - Supporting parents: <https://www.gov.uk/government/publications/covid-19-school-closures/guidance-for-schools-about-temporarily-closing#working-with-parents>
 - Financial support: <https://www.gov.uk/government/publications/coronavirus-covid-19-financial-support-for-education-early-years-and-childrens-social-care/coronavirus-covid-19-financial-support-for-education-early-years-and-childrens-social-care>
 - Exceptional costs: <https://www.gov.uk/government/publications/coronavirus-covid-19-financial-support-for-schools/school-funding-exceptional-costs-associated-with-coronavirus-covid-19-for-the-period-march-to-july-2020>
 - Reducing burdens: <https://www.gov.uk/government/publications/coronavirus-covid-19-reducing-burdens-on-educational-and-care-settings/reducing-burdens-on-educational-and-care-settings>
 - Social distancing: <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>
 - PPE: <https://www.gov.uk/government/collections/coronavirus-covid-19-personal-protective-equipment-ppe>
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- Public health England <https://www.gov.uk/government/organisations/public-health-england>
 - NHS: <https://www.nhs.uk/conditions/coronavirus-covid-19/what-to-do-if-you-or-someone-you-live-with-has-coronavirus-symptoms/>
 - Government advice: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>
 - DfE <https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>
 - A detailed checklist and key guidance for action for health and safety is available at: www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak
 - Information re testing: <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>