

## Risk Assessment for COVID-Secure Schools, Education and Childcare Settings

Establishment:....Greenbank School.....

Mr M.McCann

Date:28-9-20.....

Risk Title	Hazard	Who could be harmed	How could people be harmed	Risk High, Medium, Low	Control Measures	Risk (after control measures implemented) High, Medium, Low	Risk Action Update / Comments	
Transmission of Coronavirus whilst staff and pupils are in school.	COVID-19	Employees - Teaching Staff, Catering Staff, Caretakers, Cleaners, Site Maintenance Staff, Agency Staff, Peripatetic teachers	Contraction of Covid-19 virus.	Medium	Completion of School Risk Assessment. Follow social distancing and hygiene consistently. Requirement to wear face coverings no longer applicable (pupil/staff choice). Requirement to test twice weekly (Sunday/Monday morning, Thursday remains in place).	Low	Risk to be reviewed regularly, staff to feedback any additional / modification of control measures for consideration.	
		Children and young people		Low	Follow social story which highlights key protocols to minimise risk still further. Requirement to wear face coverings no longer applicable (pupil/staff choice). Requirement to test twice weekly (Sunday/Monday morning, Thursday remains in place).	Low	Largest remaining risk- pupil ability to socially distance-repeated breaches= pupil risk assessment to be written, liaise with families. Behaviour, Safeguarding, Child Protection Policy amended to reflect covid-19 responses.	
		Visitors e.g. school governors, suppliers, parents, SEND memebtrs, SW etc.		Low	Govs meetings-blended via TEAMS/Face2Face; Gov visits to school observe covid protocols- hand hygiene etc (after oct. half term); Annual Review meetings face to face in school conference room- hand hygiene etc observed; option for TEAMS also available. suppliers no further than school entrance, goods dropped off; register of contractors on site kept.	Low		
		Contractors /Supply Therapy staff		Low	Contratcors observe SD, hygiene, confirm that all workers are fit and well. Confirm that either have had LFD test or willing to access. Tests are avaialbe to public or can be offered by school-Summer 21	Low	Staff informed when contractors are on site and observed SD. Aim to complete work as far from students as possible without detriment to the quality of the work.	
Drop off and collection of pupils		Escort, pupil, staff.		Medium	Staggered arrival / departure times by taxi. No further requirement to wear face masks by escort staff (pupils exempt; voluntary). Good air flow in vehicles via open windows.	Low	Car park capacity makes 2M distance parking impossible. Where possible pupils wear face coverings / visors.	
Staff and pupils in classrooms		Pupils, staff		Low	Pupils organised into Key Stage bubbles= KS3; KS4&5. Integrity of Key Stage bubble maintained during the day where possible. Regular hand washing, 'promote catch it, bin it, kill it. Increased frequency of cleaning of toilets and classroom surfaces. Staggered breaks/lunch no mixing of bubbles. Friday- whole school access to single break to access friendships across key stages. In event of spike in case revert to split breaks.	Low	School organised in Key Stage bubbles- 3, 4&5. Tutor group bubbles in some instances merge when delivering option subjects in KS4/5, P.E., + Num/Lit (which are ability set). Where tutor bubbles can be maintained they are. NOTE- compared to mainstream pupil numbers are low= 112.	
Moving about the school		Pupils, staff.		Medium	Clearly signed one way system is in operation. Video walk around school for students to view. Pupils have option to wear face coverings / visors when moving around school- if can safely use. SEND considerations if use of PPE causes distress to pupil.	Low	Risk level rises if students unable to observe one way system. Persistent breaches = discussion with parents, pupil risk assessment, liaise with families. Behaviour, Safeguarding and Child Protection policies covid amended.	
Lunch and Breaktimes		Pupils, staff		Staggered and timetable issued	Low	Staggered morning break / lunch-KS3; KS4/5 split. Outdoor spaces used as much as possible.	Low	KS5 staff collect lunches and present using lift. Pupils place used crockery on trolley at side of hall. One way system to enter / leave gym. Signage to support movement. Hand sanitiser used on entry and exit. Windows open.
Staff Room		Staff, pupils		Medium	Staffroom capacity cap- 6 staff suspended, reintroduced in event of spikein cases.	Low	Windows open.	
Office and Meeting Rooms		Meeting participants		Low	Staff attempted meetings meet in gym, observing all protocols. Face to Face meetings (staff meetings)- observed 2M SD. Wash hands before and after meeting. Bring own stationary, refreshments. Clean down surfaces after meeting.	Low	Participants not to exceed 30.	
School Assembly		Staff, pupils		Medium	Whole school assembly- Monday, Wed, Fri reintroduced; revert to pre-recorded video in event of spike in cases. . e schools in place to provide curriculum work in event of child quaratnning.	Low		
Outdoor Lessons PE/Forest School		Staff, pupils		Medium	Use outdoor resources as often as is practically possible whilst observing integrity of bubbles. Outdoor gym- re-open from 1/7/20; receive a regular cleaning regeime. Track, sensory garden, 4G/MUGA open- 2 M SD to be observed. Visits to local outdoor venues permitted following C-19 protocols on vehicle, hand washing etc, not mixing with public. Inform parents with option to not attend outdoor visit. Visits to shops reintroduced. Keep KS bubbles Hand washing observed pre and post activity.	Low		

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Swimming		Staff, pupils		Medium	Observe transport RA for travel to / from pool. Follow RA of Brio in relation to pupil safety / access- pupils in swim kit before arrival, 15 min to change at end, observe 1 way system in pool and staff directions. Mask to be worn, where possible. Students are exempt..Jan lockdown- no access to swimming pools- until 12/4/21. School based pool to re-open supported by a risk assessment 5/5/21	Low	Mini bus windows open, clean down vehicle on return.
Use of Sports and Play Equipement		Staff, pupils		Medium	Where practically possible all equipment wiped down after use.	Low	Used wipes disposed of in a lidded bin.
Cleaning		Staff, pupils, visitors		Medium	Wipes, cleaning products available in all bubble bases, surfaces wiped down after each lesson, break; next to photocopier, toilets to be cleaned- taps and basins after breaks, end of day.	Low	Bubble bases to be cleaned at end of day. Increased whole school cleaning frequency. Pupil exs books may be marked- wiped down regulary, pens, hands sanitised. Txt, reading books wiped down regulary. Not shared between KS bubbles.
First Aid Provision		Staff, pupils		Medium	First aid kits present in all bubble bases. In event of incident / injury- all staff first person first aid trained. Signficiant injury- call office- first aider / ambulance.	Low	
Catering		Staff, pupils		Medium	Hot meals available to students/staff. Staggered meal times- KS3; KS4&5. KS5 class based. One way system for collection of food (visual signage for support). X5 per table, 2M apart, sanitiser on entry, plates placed on trolley at side of gym. KS5 staff collect food via lift.	Low	Stduents may opt to bring packed lunch. Held in class fridges. Dining Hall out of action.
Deliveries and Waste Collection		Staff, pupils		Medium	Waste Waste from possible cases and cleaning of areas where possible cases have been (including disposable cloths and tissues):  Should be put in a plastic rubbish bag and tied when full. The plastic bag should then be placed in a second bin bag and tied.  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.	Low	Pedal bins with closed lids present in all teaching rooms, office space. The supports catch it, bin it, kill it.
Class Base	Covid-19	Staff, pupils	Contraction of Covid-19 virus.	Medium	Where practically possible front facing desks in place. Consideration will need to be given when accessing specialist rooms where there are work stations or the classroom layout is not square/rectangualr in shape. SD will be in place as far as is practically possible, hygiene protocols will be observed with more frequency.	Low	
KS5 'bubble'	Covid-19	Staff, pupils	Contraction of Covid-19 virus.	Medium	Ks5 students will form a bubble of 25 students (max) split into 3 mini bubbles. Desks will be front facing observing SD of 2M where possible. Access to toilet areas set at a capacity of 2. Hand hygiene and catch it bin it kill it observed. One way routes observed.	Low	
School vehicles	Covid-19	Staff, pupils	Contraction of Covid-19 virus.	Medium	The school bus will be cleaned down with antibacterial products on return to school. Pupils SD 2M where possible, use of face coverings / visors used where possible.	Low	
Toilets	Covid-19	Staff, pupils	Contraction of Covid-19 virus.	Medium	Access to toilet limited to a set capcity. Staff escorting will check capacity. Hand hygiene reminders of catch it, bin it, and kill it observed throughout.	Low	
On site working	COVID-19	Staff	Contraction of Covid-19 virus.	Medium	Face to face teaching, additional demands on providing remote, face to face and learning packs, welfare calls; action- once pupils leave site- staff home to complete tasks to minimise time on site.	Low	
EHCP review	Covid-19	Staff, families, pupils.	Contraction of Covid-19 virus.	Medium	Blended meeting options for EHCP (TEAMS / Face 2 Face).	Low	

June 2022 covid risk assessment ceases- retained= hand hygieme messages, staggered arrival deprature times, staggered breaks and lunch times.