



Risk Assessment

Location / Site	Uppingham C of E Primary School
Activity	Returning to school during Covid-19 June 1 st 2020
Assessment date	Start: 11/5/2020 – to be updated regularly until re-opening, then reviewed weekly Reviewed 27/5/2020

Identify people at risk	
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

Government guidance states for schools states:

“The safety of children and staff is our utmost priority.”

“The advice seeks to support staff working in schools, colleges and childcare settings, to deliver this approach in the safest way possible, focussing on measures they can put in place to help limit the risk of the virus spreading within education and childcare settings.”

“In education, childcare and social care settings, preventing the spread of the coronavirus involves dealing with direct transmissions (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces.) A range of approaches and actions should be employed to do this.”

Government guidance for parents concerning re-opening of schools states:

“We have provided guidance and support to schools, colleges and child care settings on implementing protective measures in education and childcare settings to help them **reduce the risk of transmission as more children and young people return.**”

“Whilst such changes are likely to look different in each setting, as they will depend upon individual circumstances, they are all designed to minimise risks to children, staff and their families.

If a person becomes unwell during the day refer to Government guidance

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#how-to-implement-protective-measures-in-an-education-setting-before-wider-opening-on-1-june>

Red text are control measures from Government Guidance – Coronavirus (COVID-19); implementing protective measures in education and childcare settings published 11th May 2020

Hazard	Lack of social distancing in the classroom resulting in direct transmission of the virus
Control measures	
<p style="text-align: center;">YOUNGER CHILDREN WILL NOT BE ABLE TO ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS. THESE CONTROL MEASURES ARE TO REDUCE THE RISK</p> <ol style="list-style-type: none"> 1. Reduce the number of children in the classroom to enable social distancing (no more than 15) school to half each class 2. Remove excess furniture to increase space if space to do so. 3. Children keep to their desks when in the room 4. Social distancing protocols created for and with the children – (Include instructions how to line up, use of toilet, moving around the classroom etc). In Early Years and Year 1 include how to play with resources inside and out. 5. Protocols re-visited and modelled throughout the day 6. Y6 Lessons planned for individual work (no paired or group work) EYFS and Y1 Resources and activities planned for individual learning to reduce shared contact 7. Feedback – using large whiteboard and visualizer and interactive whiteboard not close interaction 8. Mark out an area for the teacher – 2m distancing at front of room 9. Children to use same desk if returning next day 10. Teacher and TA are assigned to these children and stay with these children throughout the day (and on subsequent days) 11. Children stay in their designated space (classroom/outdoor area/hall) for majority of the day and do not mix with other groups 12. Y6 Bags, coats and lunchboxes kept under children’s tables EYFS and Y1 supported to hang belongings on pegs spaced apart. Only one child in cloakroom area at a time. 	
Hazard	Lack of social distancing using toilets and poor hygiene resulting in direct and indirect transmission of the virus
Control measures	
<ol style="list-style-type: none"> 1. Only one child allowed to go to toilet at a time. 2. Allocated toilets for each groups of children. Hedgehogs and Squirrels pod area split in half to prevent two groups from mixing. 3. Extra signs in toilet to provide a visual reminder about washing hands 4. Extra soap and paper towels ordered to ensure sufficient supplies 5. Soap and paper towel check during middle of day and replenish if necessary. 	
Hazard	Lack of social distancing waiting to enter school in morning resulting in direct transmission of the virus
Control measures	
<ol style="list-style-type: none"> 1. Markers on fences leading into school to guide children and parents to socially distance and remain 2m apart. 2. Allocated entry point for each year group (external doors to classrooms to be used) 3. Communicate with parents drop off and pick up routines to ensure understanding of social distancing when dropping off and picking up. 4. Signage for parents and children displayed outside entry doors and on entrance to school. 5. HT and senior school staff to be on duty to supervise in the morning 	

6. Staggered drop off and pick up times for different year groups

Hazard	Lack of social distancing during playtimes and lunchtimes resulting in direct transmission of the virus
Control measures	
<ol style="list-style-type: none">1. Staggered playtimes2. Each group to have an allocated zone to play in outside so groups do not mix.3. Reduced playtime equipment – hard surfaces and can be easily cleaned. Each class to have a set of playtime equipment to be cleaned after use.4. Games discussed which encourage social distancing – football passing, catch etc5. Staff supervision throughout – actively encouraging and social distancing	
Hazard	Lack of social distancing when eating lunch resulting in direct transmission of the virus
Control measures	
<ol style="list-style-type: none">1. Children eat in their classroom or designated eating space outside2. Children who bring in packed lunch from home lunches to be kept under children’s tables with bags3. Meals brought to their classroom – when we have meals cooked on site	
Hazard	Lack of social distancing in the corridors resulting in direct transmission of the virus
Control measures	
<ol style="list-style-type: none">1. Children staying in their classroom and accessing outside from classroom door2. One child going to toilet at one time3. Consider one way system around the school using walkway and outside4. Agree instructions with children concerning going and returning to toilet5. When moving class around the school encourage 2 metres between children.	
Hazard	Contact of shared resources resulting in indirect transmission of the virus
Control measures	
<ol style="list-style-type: none">1. Children to have own stationery provided by the school.2. Tubs of resources for individuals if needed – maths cubes etc3. Resources cleaned following enhanced cleaning schedule before another child uses them4. Tables, door handles and other surfaces cleaned following enhanced cleaning schedule5. Lessons planned so resources are individual and not shared – or on white board6. Resources on tables ready for lesson and not distributed within the lesson7. Children encouraged to wash hands / use hand gel before lessons and after each lesson	
Hazard	Emotional distress of the children
Control measures	
<ol style="list-style-type: none">1. Children to have familiar class teacher and TA in their own classroom environment.2. Small numbers of children to support their emotional need3. Reduced time in school to ensure transition is successful from home to school4. ELSA provision available for children who are identified as requiring additional support5. PSHE “Recovery” curriculum to be delivered for first two weeks to support children’s well-being – slowly increasing the cognitive load	

Hazard	Emotional distress of the staff – including anxiety
Control measures	
<ol style="list-style-type: none"> 1. Inclusion in risk assessment process – input into hazard identification and control measures 2. Staff meeting – virtually – to discuss concerns and share control measures 3. Headteacher available for staff to discuss any concerns 4. Sharing of support helpline – SAS Insurance, posters in staffroom, email 5. Risk assessments regularly reviewed 6. Planned time for planning and preparation within the week for staff to work remotely 7. Flexibility where possible to accommodate family logistics 8. Training for all staff to supporting a safe and successful return to school 9. Extremely vulnerable staff (Shielding) work from home 10. Vulnerable staff – those suggests to strict social distancing – working at home or in school with strict 2 metre distancing measures in place 	
Hazard	Risk of spreading virus due to close contact with children – 1:1 and restraint resulting in direct transmission of the virus
Control measures	
<ol style="list-style-type: none"> 1. Individual risk assessments for children if needed (no children identified at present in school) 2. PPE equipment in school available for staff 3. June 2020 Behaviour Policy Addendum written and shared with staff before school starts, shared with children as part of settling into school, expectations of policy shared with parents via Home School Agreement <p>The Government guidance states “Wearing face coverings or face masks is not recommended”</p>	
Hazard	Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus
Control measures	
<ol style="list-style-type: none"> 1. All soaps and paper towel dispensers to be checked regularly through the day and replenished 2. Children handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze 3. Washing hands posters replaced in all washing areas 4. Reminders how to wash hands properly – in class as part of return to school protocol sharing 5. Procedure agreed for children to wash hands so thorough hand washing 	
Hazard	Risk of infection due to lack of cleaning resulting in indirect transmission of the virus
Control measures	
<ol style="list-style-type: none"> 1. Enhanced cleaning schedule to be adhered to. All areas in high use will be cleaned during the day and in-depth in the evening. 2. Wednesday and after school Friday is deep clean day. Additional hours and staff will be allocated to ensure sufficient time to complete. 3. Pupils and staff will have limited spaces and access so reducing surfaces to clean 4. PPE will be available. 5. Some resources will be rotated and left to de-contaminate for 3 or 4 days after cleaning to reduce the risk of indirect transmission 6. Soft furnishings and soft / cloth toys will be removed from use in classrooms 	

7. All toys with small parts to be removed from the setting. Only easy clean resources and toys available.
8. Whole school has been deep cleaned during lock down.

Hazard	Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus
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Control measures

1. Those who are clinically extremely vulnerable (those who have received a letter from Government or clinician) or living with someone who is clinically extremely vulnerable are to work from home
2. Those who are clinically vulnerable – those strongly advised to social distance in the original guidance are to work at home or work in school adhering to strict 2 metre social distancing from colleagues and children.
3. Those living with those that are clinically vulnerable can attend school and work with children or adults adhering to this and other re-opening risk assessments.

Hazard	First Aid requires the 2m social distancing rules to be broken
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Control measures

1. The first aider will follow government advice for enhanced hygiene standards.
2. The area used will be cleaned thoroughly afterwards.

Hazard	Staff social distancing
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Control measures

1. Only 4 people will be allowed in the staffroom at any time.
2. All staff must have own cups, cutlery and be responsible for cleaning these. There will be no shared tea bags/coffee -staff to bring own.
3. Soft furnishing removed and furniture rearranged to allow for social distancing
4. Use of signs to inform of hand washing on entry/exit to room
5. Staff to wash area after use.

Hazard	Visitors to site
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Control measures

1. At present external visitors to the site are not allowed.
2. To be reviewed on Monday 8th June

Hazard	Emergency procedures
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Control measures

1. No changes to evacuation routes.
2. Walk through fire practise during week 1 to familiarise children with routine.
3. Emergency evacuation to take place following social distancing principles as far as is reasonably possible. **In an emergency risk to life takes precedence.**

Hazard	Disposal of waste
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Control measures

When cleaning the isolation room after a child with possible symptoms has used it. The following waste

removal steps must be followed.

1. All disposable cloths and tissues should be put in a plastic rubbish bag and tied closed.
2. The plastic bag should then be placed in a second bin bag and tied.
3. It will then be stored in a lidded bin in the boiler house and marked for storage until the individual's test results are known.

Waste will be stored safely and kept away from children. It will not be put 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