

## School Risk Assessment & Mitigation Plan –following COVID-19 Pandemic – September 2021

### Background:

School open for all children

	Issue/Risk/Concern	Risk Score (1 least to 5 worst) Consider impact & frequency	Mitigation	Government guidance compliant? Risk Improved? Risk Score?	Remarks/Actions
1	Pupil attendance	4	<ul style="list-style-type: none"> <li>Should there be 5 cases or more in the school, use Covid outbreak management plan</li> <li>All pupils encouraged to attend school.</li> </ul>	Y Y- 4	Needs to be communicated to parents
2	Drop-off and collection	4	<ul style="list-style-type: none"> <li>All parents at drop off and collection to enter through the pupil entrance from the road and walk around the school using the one way system and out through the double green gates onto the track.</li> <li>Alphabetically staggered start and finish times by pupil surname</li> <li>Ensure that there is minimal engagement between parents and staff</li> <li>Ensure parents are not collecting on the pavement outside the school and chatting</li> <li>All visitors onto the school premises over the age of 12 to wear a face mask unless medically exempt</li> </ul>	Y Y - 3	<ul style="list-style-type: none"> <li>Needs to be communicated to parents</li> <li>Request that parents only bring with them siblings if essential</li> <li>Conduct staff reviews and feedback to parents</li> </ul> <p>Q : How do we deal with parents who do not follow SD rules? A : Difficult to enforce but clear guidance and expectations are to be set – Be firm! Re-affirm need for safety of staff and pupils and that the school may have to close its doors if people cannot comply (zero tolerance).</p>

3	Class time	4	<p>KS bubbles/class bubbles</p> <p>Areas to consider where pupils must not mix if there are cases of covid within the school to ensure it does not spread:</p> <p>Playground Toilet Lunchtime Breakfast/After school club</p>	<p>Y</p> <p>Y - 3</p>	<ul style="list-style-type: none"> <li>• Staff briefing</li> <li>• Brief the pupils and remind them regularly</li> <li>• Brief all, where there are areas where SD is not possible (corridors etc.)</li> </ul>
4	Maintaining SD for staff	4	<ul style="list-style-type: none"> <li>• Reduce the number of members of staff in the staff room at any one time</li> <li>• Some staff will be working from home</li> </ul>	?	<ul style="list-style-type: none"> <li>• Masks are not to be worn unless contact is required due to an accident or dealing with any SEND needs</li> <li>• Brief on the use of mask, quoting as per government guidance</li> </ul>
5	Maintaining SD for contractors	4	<ul style="list-style-type: none"> <li>• Contractors will be made aware of the requirement to comply with the current Covid requirements</li> <li>• Minimise the use contractors</li> </ul>	<p>Y</p> <p>Y-1</p>	Provide CofC to contractors as part of the safeguarding that they sign up to
6	Dealing with accidents – Pupils and staff	5	<ul style="list-style-type: none"> <li>• Staff providing first-aid should use PPE available</li> <li>• If a child shows COVID-19 symptoms then PPE will be worn and pupil moved into group room ready to go home.</li> <li>• staff will remain near to the pupil, until they can be removed from the premises</li> </ul>	<p>Y</p> <p>Y-4</p>	<ul style="list-style-type: none"> <li>• Staff briefing required</li> <li>• Seek out more PPE from other sources</li> </ul>
7	Dealing with SEND needs	5	<ul style="list-style-type: none"> <li>• Staff providing support through contact with pupils should use PPE</li> </ul>	<p>Y</p> <p>Y-4</p>	<ul style="list-style-type: none"> <li>• Staff briefing required</li> <li>• SEND Parents to be informed</li> </ul>
8	Maintaining social distancing (SD) for pupils during lunchtime	4	<p>Pupil 'Bubbles'</p> <ul style="list-style-type: none"> <li>• Defined areas to eat lunch</li> <li>• Defined areas to play/break</li> </ul>	<p>Y</p> <p>Y-3</p>	<p>Q: How does this change for 'wet' days?</p> <p>A: Remain in the 'learning bubbles'</p>

			<ul style="list-style-type: none"> <li>• Programme separate times for breaks</li> <li>•</li> </ul>		
9	Maintaining social distancing (SD) for pupils during breaktime	4	Pupil 'Bubbles' <ul style="list-style-type: none"> <li>• Defined areas to play/break</li> <li>• Staggered break times</li> </ul>	Y Y - 2	Q: How does this change for 'wet' days? A: Remain in the 'learning bubbles' during 'wet play'
10	General hygiene factors	4	<ul style="list-style-type: none"> <li>• Reminder to regularly wash hands whenever they leave their class and before and after eating, visiting the toilet etc.</li> <li>• Use hand-gel, where appropriate</li> <li>• Contractors are cleaning more thoroughly including chairs, tables and stationery, laptops etc.</li> <li>• Staff additionally cleaning, where required and in the morning before school starts</li> <li>• All pupils will have their own allocated stationery / pencil cases etc.</li> <li>• Ensure minimal group movement through the school day.</li> </ul>	Y Y - 2	To be included in 'Code of Conduct'
11	Office Enquiries	4	<ul style="list-style-type: none"> <li>• All enquiries should be made via email or phone</li> <li>• Any ad-hoc requests at the door can be addressed using the intercom</li> <li>•</li> </ul>	Y Y - 1	