

Academy	DIA	Risk Assessment Author:	SG
Assessment	Opening of schools for Critical worker and Vulnerable children only from 6th January 2021	Date:	07/01/2021
Next Review Date:	As deemed necessary as per Government / PHE / DfE / Trust	Version	6 green denotes current changes to school measures
Who could be harmed	Trust pupils	Level of Overall Risk (H/M/L)	

#	Risk Factor	Potential Consequence	Likelihood (1 to 5)	Severity (1 to 5)	Risk Rating	Risk Rating Low/Med/High	Potential Control Measures	Additional Individual school context Measures	Likelihood (1 to 5)	Severity (1 to 5)	New Risk Rating
1	Diagnosed with coronavirus	Pupil infected with COVID-19	3	3	9	Medium	Anyone diagnosed with COVID-19 should not attend school setting for the required isolation period as per the latest government guidelines School to adhere to PHE guidance and track and trace if a positive test is reported.		3	3	9
2	Fitness to attend	Due to an existing health condition a pupil is considered vulnerable An pupil is showing symptoms of coronavirus	5	5	25	High	Any one clinically extremely vulnerable would have received a letter. Those who are deemed to high risk by their Dr should remain at home until told it is safe to return. If a pupil is showing symptoms of coronavirus they should be sent home and told to follow government advice that they should self-isolate for a period of 10 days, booking for a test and anyone else in their household should self-isolate for a period of up to 10 days.	Staff to be made aware of which children this affects if parents have shared this information with school. Children sent home will use main hall with windows open while they wait for parents	3	4	12
3	Living with a person who is self-isolating, a person who is at increased risk or a person who is defined on medical grounds as extremely vulnerable.	A pupils is living in the same household as someone with an existing health condition and is considered vulnerable	4	5	20	High	Anyone living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding is now permitted to return to school. They should follow stringent handwashing and safety guidance.	Staff to be made aware of which children this affects if parents have shared this information with school.	3	5	15
4	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) - whilst travelling to school	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	4	5	20	high	Pupils should be encouraged to walk to school where possible. Pupils should avoid travelling to school on public transport where possible. Pupils should travel in separate vehicles to and from school wherever possible. In the first instance this will be our own vehicles. The only time that sharing of vehicles can be considered is when there is no option to do otherwise (i.e. a sibling) Guidance re distancing and face masks should be followed in these instances. Drop-off times and collection may be staggered if entrances cannot permit suitable distancing measures to be possible. On arrival all pupils to use alcohol based hand sanitizer at the entrance to the building.	Each child to be brought to school by 1 member of their family. Signs to distance on entry to site. On arrival children sanitise at the door(TA) and children wash hands on entry to classroom. If a child has worn a mask to school it is the parent's responsibility to remove it and to dispose of it at home. Parents to wear a face covering on site.	3	4	12
5	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) - entering school building	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	4	4	16	high	Pupils are to use designate building entrances. Crossing in corridors should be avoided, and where possible, children should access classrooms or 'bubble areas' directly. If they have to enter the school building, or queue to enter any part within, then adequate signage must be displayed showing distancing intervals such as distance posts or floor markings.	Each class has a designated entrance, close to their room. Staggered starting points within each bubble. Sit will be on duty in the playground to ensure parents and children follow distancing rules and children enter promptly. Playground gates are clearly signposted for 1 way system 'in-out'	3	4	12
6	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) access and egress - staircases, lifts, pedestrian routes	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	Only use lifts as a last resort Implement one way systems on staircases if it permits. Zoning to be considered to keep pupils in the same area. Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit the use of door handles and aid ventilation Where possible consider one-way circulation	No lifts. Stair rails are wiped before and after use by a class going up to upper Y2 classrooms(TA). Adults to ensure children wash hands before and after using a rail. Corridors are already sectioned to be 'one way' . Corridor doors propped open and class door where safe to do so.	3	4	12

7	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) access and egress  - <b>classrooms</b>	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Pupils to be limited to class/ phase or year group bubbles as per guidance.</p> <p>Pupil should only use their designated area and should not enter any other area unless for a specific intervention as per guidance.</p> <p>Hand sanitizer to be provide at the entrance of each classroom to be used on entry by all pupils and staff</p> <p>Pupils should use the same desk each day and have their own set of daily resources such as pens, pencils etc.</p> <p>All classrooms are to be thoroughly cleaned each day follow the COVID-19: cleaning of non-healthcare settings guidance (<a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a>)</p> <p>Where possible all spaces should be well ventilated using natural ventilation (opening windows).</p> <p>Use outdoor space as appropriate for learning</p> <p>Classrooms should be limited to 10 pupils where possible and a maximum of 15 pupils if the classroom has sufficient space, ventilation etc. Agreement to go over 10 pupils per classroom has to be sort from the Executive Headteacher for the school.</p>	Children will be taught in bubbles of no more than 14 (large clas rooms can accomodate more children) Hand sanitiser available however all clasrooms have washing facilities. These will be used whenever possible as well as hand sanitiser. Classrooms will be thoroughly cleaned each day. Cleaning sprays stored in each room (away from children) so staff can wipe down regularly.	3	4	12
8	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) when using  - <b>eating and drinking facilities</b>	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Lunchtimes to be staggered as much as possible so children are not moving around the school at the same time and there are limited groups in the dinning hall at the same time.</p> <p>Children should clean or sanitize their hands before entering and enter in the groups they are already in.</p> <p>Allow sufficient time for cleaning before each class / group enters the dining hall if they are using the same tables/ chairs/ equipment.</p> <p>If such measures are not possible some groups of children may use other areas such as classrooms/ outdoors for eating lunch.</p>	Dining tables marked for appropriate distancing. Same LSA/MSA for each 'bubble'. MSA bring children their lunch so no queues. KS1 children will eat in their classrooms with grab bags brought to them. They will be timetabled for use of playground. Coats to be kept in classes. Only 64 YR children using the dining hall at one time.	3	4	12
9	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) during  - <b>breaktime / lunchtime</b>	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Breaktimes to be staggered to avoided mixing of class/group/phase bubbles are appropriate.</p> <p>Class / groups to use separate areas of the school site / playground if breaktimes run concurrently.</p> <p>Any equipment should be kept within the designated 'bubble' and any outdoor play equipment should be used/cleaned in line with guidance.</p>	Nursery and reception will have separate areas for play times and KS1 play will be staggered so that the year groups have plenty of space- 90 children in the playground. They will have separate equipment to use for play time.	2	4	8
10	Exposure to COVID-19 virus through contact with contaminated person(s) when using welfare facilities  - <b>toilets and wash areas</b>	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Ensure toilets do not become overcrowded by limiting the number of children who use the toilet at one time.</p> <p>Ensure paper towels and lidded bins are used and not hand dryers.</p>	Each class in EYs and Year group in KS1 will have its own labelled cubicle to use. 1 person allowed to use toilets at one time from each class during lesson time. At playtime they will need to ccontinue with this system and this will be evaluated after the first week. Children to be asked to wash hands on entry to class after using toilets.	3	4	12
11	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) when  - <b>exposed to parents</b>	Close proximity to infected parents Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Children should use designated drop off/ entrance areas. Ensure doors are closed and parents hand children over in line with social distancing guidelines</p>	It is to be expected the parent must turn them down enough to come in. Areas inside for parents to settle children have been allocated for each Year group. Any parents entering the school will need to wear a mask. Good transition plans will be in place, including controlled times when parents (no more than 6) can come in with Nursery and Reception children to aid a smooth transition into school in EYFS. Staff are not to approach the parent and child when they are together.	3	4	12

12	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) when  - exposed to school staff	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Ensure that children and young people are in the same designated 'bubbles' or groups each day, and different groups are not mixed during the day or on subsequent days</p> <p>Ensure that the same group of adults are assigned to each group and as far as possible during the week,</p> <p>Clean surfaces that children and young people are touching, such as toys, books, desks, doors, light switches more regularly than normal.</p> <p>Staff to frequently wash their hands with soap and water for 20 seconds and dry thoroughly as per government guidance on hand cleaning</p> <p>Kitchen staff should remain within the kitchen facilities and not use other parts of the school site (except welfare facilities). Gloves should be worn when serving children</p> <p>Site staff should work where possible outside or where children are not located.</p> <p>Reception staff should remain within the reception area and distance where possible if leaving the office area.. The reception window/hatch should remain closed at all times.</p> <p>Pupils will only be assigned their specific bubble staff, with no cross bubble working of staff or new short-term staff introduced.</p>	A bubble will be the year group with assigned adults but whilst inside classes will be separate and will not share equipment - bubbles within a bubble. SEN, Intervention and visiting specialist staff can work across bubbles but will keep a log of children that they work with and will follow strict hygiene procedures and, where possible, maintain social distancing. School staff will not work across phase	3	4	12
13	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) when  - exposed to visitors in school	Close proximity to infected parents Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>All members of trust staff who work across multiple schools should either work from home where possible or in one school and not across multiple sites.</p> <p>Visitors to school should be kept to a minimum. Visitors should sanitise on entry to school and leave details of their purpose and who they will be in contact with. Visitors should not enter bubbles whenever possible and work outside of classrooms in open airy spaces. Visitors who enter bubbles should sanitise and distance from other staff as well as children who they will not be working with. Visitors should be questioned on entry about their health to ensure they are not symptomatic. Visitors should avoid bringing equipment, if they do, it should be wiped down before and after use. Visitors should avoid face to face working with children as much as possible.</p>	Visiting specialists, who work across phase bubbles will need to follow strict hygiene procedures and keep a log of the children they work with - track and trace.	3	4	12
14	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s) through working practice  - Shared equipment	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	5	5	25	High	<p>Equipment to remain in the designated 'bubble'- class/group/phase and not move for areas to area.</p> <p>Maintain good hygiene measures, regular handwashing</p>	.	3	4	12
15	Exposure to COVID-19 virus through contact with contaminated person(s) or surface(s)  - whilst attending wrap-around care	Close proximity to infected people Breathing in droplets in the air Touching contaminated surfaces	4	5	20	high	<p>Wrap around care should be risk assessed separately to ensure where possible children remain in the same groups/phases as during the day, or if this is not possible, that they remain in the same 'wraparound' groups each day.</p>	Wrap around care is closed until staffing is viable			
16	Increased risk to health due to reduced first aid arrangements caused through staff reductions (e.g. through isolation, travel restrictions and NHS)	Delays in administering point of injury medical treatment. N.B. The primary responsibility is to preserve life and first aid should be administered if required and until the emergency services attend.	4	5	20	High	<p>Schools should ensure adequate first aiders are onsite based on current guidelines</p>	First aid trained staff available in each bubble. PPE available for 1st Aid. Where at all possible a non BAME member of staff should attend a child.	3	4	12
17	Diagnosed with coronavirus	Infected Other staff / pupils infected	3	3	9	Medium	<p>If any pupil develops symptoms during the day, they will sit in a ventilated area until parent arrive. They will use a designated toilet which will be closed and deep cleaned afterwards. They should follow guidance, self isolate and book a test.</p> <p>If a positive test is received, the PHE and track and trace guidance should be followed</p>	The hall will be used to isolate a child before collection. It should be well ventilated with open windows. Latest guidance regarding testing and cleaning must be followed.	3	3	9

18	Safeguarding	Unable to provide adequate safeguarding of children due to reduced staff.	3	5	15	High	Ensure staffing ratios are maintained for all children in school.  Ensure safeguarding processes for all children remaining maintained with clear logs and escalation as required by guidelines		2	4	8
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You should review your risk assessment if you think it is no longer valid or if there are any significant changes to the hazards.

Low

Medium

High

Less than 5

5-15

15+