

MASTER Risk Assessment

Location / Site	Insert location and site where activity taking place
LOUGHTON SCHOOL	
Activity / Procedure	Insert name/type of activity or procedure being assessed
WRAP-AROUND PROVISION	
Assessment date	Insert date when assessment is being carried out
updated 2.10.20	
Assessment serial number	Insert local serial/identification number for future reference
#01	

Identify people at risk	YES or NO
Employees	YES
Children	YES
Visitors	YES
Contractors	YES

[LOUGHTON SCHOOL PLAN TO OPEN OUR WRAP-AROUND PROVISION](#)

“The government have encouraged schools to consider resuming any breakfast and after-school provision, where possible, from the start of the autumn term.

We recognise that this will be logistically challenging for schools, particularly for clubs that would normally offer support across year groups, where parents are using multiple providers, or where childminders are picking up/dropping off pupils. Schools should carefully consider how they can make such provision work alongside their wider protective measures, including keeping children within their year groups or bubbles where possible. If it is not possible to maintain bubbles being used during the school day then schools should use small, consistent groups.” (page 24 of guidance-for-full-opening-schools)

We plan to open Wrap-Around in year group bubbles. This means we should be able to provide a service for our parents. This also means bubbles will be protected when the children go back into the main school day.

Moving forwards we will adopt a years 3&4 Wrap-Around bubble and a years 5&6 Wrap-Around. This will help to keep the children and staffing ratios safe as we come into winter and are unable to use the outside area as much.

Areas to be used around the school are as follows:

- Wrap-Around area
- Hall
- Music room
- Art room
- Outside area at the front of the school
- Playgrounds and field

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Guidance for full opening dated 2/7/2020 has been used to write this risk assessment.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

The section THE SYSTEM OF CONTROLS: PROTECTIVE MEASURES HAS BEEN USED TO SUPPORT THE PLAN BELOW. THE NUMBERS MATCH THE NUMBERS OF THE SECTION OF ACTIONS SCHOOL MUST TAKE ON PAGE 6 & 7 OF THE DOCUMENT.

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Risk of infection due to someone being in school who has the virus or a member of their household has the virus resulting in direct/indirect transmission of the virus			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<p>1)MINIMISE CONTACT WITH INDIVIDUALS WHO ARE UNWELL BY ENSURING THAT THOSE WHO HAVE CORONAVIRUS (COVID-19) SYMPTOMS, OR WHO HAVE SOMEONE IN THEIR HOUSEHOLD WHO DOES, DO NOT ATTEND SCHOOL.</p> <p>6) WHERE NECESSARY, WEAR APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT (PPE)</p> <ol style="list-style-type: none"> 1. No-one should enter the school building if they believe they have symptoms of the coronavirus or have tested positive in the last 7 days. This applies to if anyone in their household has symptoms or has tested positive in the last 7 days. 2. If people are not sure they should stay at home and go and get tested straight away and NOT come into school until they know the test results. <p>The next section has been lifted directly from the government document guidance-for-full-opening-schools</p> <p><i>If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.</i></p> <p><i>If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.</i></p> <p><i>If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom must be cleaned and disinfected using standard cleaning products before being used by anyone else.</i></p>			

PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). More information on PPE use can be found in the [safe working in education, childcare and children's social care settings, including the use of personal protective equipment \(PPE\)](#) guidance.

As is usual practice, in an emergency, call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should not visit the GP, pharmacy, urgent care centre or a hospital.

Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test and Trace.

Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned with normal household bleach after they have left to reduce the risk of passing the infection on to other people. See the [COVID-19: cleaning of non-healthcare settings guidance](#).

Public Health England is clear that routinely taking the temperature of pupils is not recommended as this is an unreliable method for identifying coronavirus (COVID-19)

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Lack of social distancing and contact in the Wrap-Around areas resulting in direct transmission of the virus			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		

5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.

1. Children will remain in **UKS2 & LKS2** bubbles with the right ratio of adults. Wherever physically possible these bubbles will not mix **but we understand that there may be a situation which arises whereby we may need to adopt a whole Wrap-Around bubble. If this happens, SLT need to be informed for track and trace purposes.**
2. The same members of staff will be assigned to these children and stay with these children throughout the session (morning and evening if possible).
3. They will all go out to play together but will stay in an area set out for their bubble.
4. The children will not sit facing each other when playing.
5. They will be encouraged to remain 2m apart where possible, if this is not possible then a 1m

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- distance will need to be kept between them.
6. Children will be reminded to respect everyone’s personal space.
 7. Remove excess furniture to increase space if space to do so
 8. The children’s will have their own pencil cases with everything in it they need for craft activities. Paper etc. will need to be given out at the start of the sessions to limit moving around.
 9. Changing rooms will not be used to store coats and bags. Each area will have a large box assigned to them for the children to store their belongings in.
 10. Social distancing charter created for and with the children – (Include instructions how to line up, use of toilet, moving around the rooms they are based in etc)
 11. Charter re-visited and modelled many times a day and linked to school behaviour system – lots of praise for adherence and sanctions for non-compliance. These will be placed everywhere so the children can see them constantly.
 12. If children cannot adhere to charter they will be spoken to by a senior leader and their parents will be phoned that evening or the next day if they have left the site already.
 13. Sessions planned will consider social distancing guidelines if the children need to work in a group. Weather permitting the groups should be using the field so the children are in fresh air within their bubbles.
 14. Toys and games will be split between the bubbles and stay with these bubbles. Children will need to sanitise their hands before using them together.
 15. Where possible staff will need to remain at a 2m/1m distance from the children.
 16. Windows will be open all the time unless it is too cold.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing using toilets and poor hygiene resulting in direct and indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL</p> <p>3) ENSURE GOOD RESPIRATORY HYGIENE BY PROMOTING THE ‘CATCH IT, BIN IT, KILL IT’ APPROACH.</p> <p>4) INTRODUCE ENHANCED CLEANING, INCLUDING CLEANING FREQUENTLY TOUCHED SURFACES OFTEN, USING STANDARD PRODUCTS SUCH AS DETERGENTS AND BLEACH.</p> <p>5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.</p> <p>1. Children will be encouraged to use the toilet in their year group shared areas before the end</p>			

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- of the day so that these are cleaned after 3.15pm.
2. Children to use the toilets they are assigned to depending on the area they are playing in.
 3. There is only one toilet in the Wrap-Around area so this just needs monitoring to make sure handles are wiped down after each use.
 4. Children to not go in the toilet if another child is in there. Staff will need to keep an eye on the toilet situation to make sure this is happening. They will also need to clean the handles etc. regularly.
 5. Hand gel used after toilet use as well as washing hands
 6. Extra Signs in toilet re washing hand.
 7. Extra soap and wipes ordered to ensure we do not run out.
 8. Toilets cleaned throughout the session, by the staff, to make sure hygiene levels are kept to a high standard.
 9. Children will be encouraged to go to the toilet before going outside to play, so they do not have to enter the building once outside. This will need to be on a rota basis.
 10. Hand dryers will be used in toilets that have them. The toilets are sanitised daily by cleaning staff but we also have the addition fairly uniquely in our school of having room sanitisers in each of the toilets (And Medical Room) that continually sanitises the room using sanitised plasma air that touches the surfaces in the room 24/7 continually killing germs, bacteria & virus components and preventing them from replicating. There will also be paper towels if people wish to use them.
 11. Staff will also be required to operate a one in one out system in the staff toilets.
 12. Children and staff will be encouraged to wash their hands/sanitise their hands regularly.
 13. Children will be encouraged to use the ‘catch it, bin it, kill it’ approach in the classroom.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing waiting to enter classroom in morning resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.			
<ol style="list-style-type: none"> 1. 2m social distancing, where possible, will be in place at all times on the school site due to the number of people who may be there at any one time. 2. When parents are dropping off and picking up they will be asked to stay outside and the child will be taken to them. Staff will have to record the times of the children leaving on the register. 			

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<ol style="list-style-type: none"> 3. Any parents who refuse to follow the safety guidelines will be asked to collect their child at a set time that is after all the other children have gone. 4. Signage for parents and children displayed around the school where needed. 5. Wipes to be near the door to make sure they are cleaned regularly. 6. Children to use hand gel before they enter the area and then go and wash their hands when they are inside. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of contact during playtimes resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL 5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.</p> <ol style="list-style-type: none"> 1. Each year group will be allocated their own area to play in. Areas will be marked out, so the children know. 2. Reduced playtime equipment – hard surfaces and can be easily cleaned. We will create 4 baskets that are assigned to each bubble. 3. No use of the trim trail 4. Games discussed which encourage social distancing and non-contact games 5. Staff supervision throughout – actively encouraging and reminding of non-contact games 6. Children to line up in their pens to be taken inside. 7. One-year group to go in at a time to reduce the mixing of bubbles. 8. Children to wash hands or use hand gel once after break time. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing and contact when eating resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	

2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL
5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.

1. Children will be asked to wash their hands before eating food.
2. Individually wrapped breakfast products will be bought to limit people touching the food.
3. A packed lunch box will be provided for children which can be prepared in advance. This will then allow all the adults to stay with their groups. These can then be placed in the areas the children are based in. Eating times may be staggered if needed.
4. **We will be funding an additional hour for one Wrap-Around staff member to prepare all the light meals before the children arrive so that the children can still be given healthy, nutritious food.**
5. Children to stay in their chairs at their own desk whilst eating.
6. If it is a nice day, children to eat their food outside for a change of scenery and to get some fresh air. On these days a hot snack could be provided as the area at the front of the school can be zoned into 2 areas. The children may need to bring fleeces in from home to sit on during this time. They could stay in school for this purpose.
7. Staggered snack times will take place to allow food to be transported to the area the children are in.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing in the corridors resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	

2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL
4) INTRODUCE ENHANCED CLEANING, INCLUDING CLEANING FREQUENTLY TOUCHED SURFACES OFTEN, USING STANDARD PRODUCTS SUCH AS DETERGENTS AND BLEACH.
5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.

1. Children staying in their area and accessing it from any outside door.
2. One child going to toilet at a time
3. Messages to office via walkie-talkies. These must be wiped down at the end of each day. Walkie-talkies will need to be shared as we do not have enough for one per class. A pack of wipes must be kept with them at all times so people can wipe them down.
4. Agree instructions with children concerning going and returning to toilet
5. Staff should limit the amount of movement around the school in a group once they have got to the area they need to be in.
6. Everyone to be careful when moving around the school. They must try and keep 2m away from each other unless that person is in their year group bubble and then this can be reduced to 1m if it is necessary.

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7. Communal doors and spaces will be cleaned regularly throughout the day by the site team.			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
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Contact of shared resources resulting in indirect transmission of the virus

Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
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2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL
4) INTRODUCE ENHANCED CLEANING, INCLUDING CLEANING FREQUENTLY TOUCHED SURFACES OFTEN, USING STANDARD PRODUCTS SUCH AS DETERGENTS AND BLEACH.

1. Children to use the same equipment. They will have their own pencil cases so they do not need to share this equipment.
2. Children to use the same electronic device every time they need to use one. Numbers to be recorded by staff on day 1. Devices must be wiped down before the next class use them
3. Tubs of resources for groups can be shared within the same bubble of each year group but this really needs to be limited. It should be cleaned after.
4. Areas to be cleaned in the afternoons/mornings by the cleaners as per their usual hours. The site team will need to clean the areas regularly during the day.
5. Sessions planned so resources are as much as possible individual and not shared. Anytime the children need to share resources they must sanitise their hands first before touching the equipment.
6. Games and toys will be shared between the bubbles and remain in that bubble for a while. They will need to be cleaned if they are going to be swapped to another bubble. The children must sanitise their hands before using it.
7. Children can bring books in from home if they want to read during the sessions.
8. Children encouraged to wash hands / use hand gel before sessions and after each session
9. PE equipment needs to be limited – cross country and fitness activities that do not require equipment should be used during the first half term.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
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Risk of spreading virus due to close contact with children – 1:1 and restraint resulting in direct transmission of the virus

Existing level of risk		Consider current level of risk	
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HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>5) MINIMISE CONTACT BETWEEN INDIVIDUALS AND MAINTAIN SOCIAL DISTANCING WHEREVER POSSIBLE.</p> <ol style="list-style-type: none"> Risk assessments will be completed on individual children needing 1:1 support before they come into Wrap-Around. If they are deemed not to be safe in the provision they may not be able to use it. Restraint will not be used on a child as no-one has an up-to-date Team Teach certificate. Team Teach de-escalation strategies will be taught to the team by the pastoral team so they can use them if a child becomes distressed. Parents will be called and asked to come in and calm the child down. If a child is deemed too dangerous to be on-site i.e., they bite they will not be able to use the provision. If a child runs staff will follow and observe from a distance making a judgement call on the walkie talkies. Adults will not leave the Wrap-Around area to ask for support but should use the radios provided 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
<p align="center">Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus</p>			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL 3) ENSURE GOOD RESPIRATORY HYGIENE BY PROMOTING THE ‘CATCH IT, BIN IT, KILL IT’ APPROACH. 4) INTRODUCE ENHANCED CLEANING, INCLUDING CLEANING FREQUENTLY TOUCHED SURFACES OFTEN, USING STANDARD PRODUCTS SUCH AS DETERGENTS AND BLEACH.</p> <ol style="list-style-type: none"> Areas used to be cleaned daily – deep clean on a Friday evening and Monday morning as per the cleaner’s usual schedule. The site team to be cleaning communal areas and bathroom doors regularly during the day. Staff to clean kettles and fridge doors regularly in communal areas. Hand gel dispenser outside of all areas Hand gel order in large quantities Tissues available in areas – all areas must have a bin inside it. These need to be emptied regularly. 			

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<ol style="list-style-type: none"> 7. Tissue order in large quantities 8. Outside sinks to be used. This will be placed just outside the hall. 9. 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. 10. Staff to wash hands on a regular basis 11. Use the basins in the shared areas. 12. Washing hands posters replaced in all washing areas 13. Reminders how to wash hands properly – videos and posters 14. Procedure agreed for children to wash hands so thorough hand washing 15. Clothes to be changed daily or washed every other day. 16. Gloves are not to be worn in the school by staff or children. This is using the DfE guidelines as well as the World Health Organisation. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of infection due to lack of cleaning resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. All surfaces, handles, toilets, and shared equipment will be cleaned each day using the chlorine mix we currently use. 2. PPE will be worn by all cleaning staff if there has been an outbreak in an area of the school. 3. Some resources will be rotated and left to de-contaminate for 3 or 4 days after cleaning to reduce the risk of indirect transmission 4. Soft furnishings and soft / cloth toys will be removed from use in classrooms 5. Whole school to be cleaned over the summer holidays and staff limited to when they can come into school because of this so as not to contaminate areas that have been cleaned. 6. Cleaners to return to work before the school re-opens to clean all areas. 7. Deep clean to take place on a Friday after school and a Monday before school as per their usual rota. 8. The correct cleaning products will be used as per guidance given around COVID 19. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of cross contamination through direct and indirect transmission of the virus			

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Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls
<ol style="list-style-type: none"> 1. Parents will be asked not to come into the building when dropping off and picking up. 2. See all the above sections where the system of controls listed in the document produced by the DfE have been listed. 3. Prevention is key and numbers 1-4 of the list from the DfE will be in place all the time. <p>1) MINIMISE CONTACT WITH INDIVIDUALS WHO ARE UNWELL BY ENSURING THAT THOSE WHO HAVE CORONAVIRUS (COVID-19) SYMPTOMS, OR WHO HAVE SOMEONE IN THEIR HOUSEHOLD WHO DOES, DO NOT ATTEND SCHOOL.</p> <p>2) CLEAN HANDS THOROUGHLY MORE OFTEN THAN USUAL</p> <p>3) ENSURE GOOD RESPIRATORY HYGIENE BY PROMOTING THE ‘CATCH IT, BIN IT, KILL IT’ APPROACH.</p> <p>4) INTRODUCE ENHANCED CLEANING, INCLUDING CLEANING FREQUENTLY TOUCHED SURFACES OFTEN, USING STANDARD PRODUCTS SUCH AS DETERGENTS AND BLEACH.</p>	

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus			
Existing level of risk			
Consider current level of risk			
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<ol style="list-style-type: none"> 1. The majority of children and staff should be able to return to school. 2. Individual risk assessments should be conducted for the following: <i>Staff and children in the clinically vulnerable category or who are statistically at higher risk due to gender, age or ethnicity;</i> <i>Staff and children who live with someone who is extremely clinically vulnerable;</i> <p>The next section has been lifted directly from the government document guidance-for-full-opening-schools</p> <ul style="list-style-type: none"> • <i>a small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19)</i> • <i>shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even</i> 			

the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. Read the [current advice on shielding](#) if rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below).

- *some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment). You can find more advice from the Royal College of Paediatrics and Child Health at [COVID-19 - 'shielding' guidance for children and young people](#).*

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we expect schools to be able to immediately offer them access to remote education. Schools should monitor engagement with this activity (as set out in the section below).

Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.

Staff who are clinically vulnerable or extremely clinically vulnerable

Where schools apply the full measures in this guidance the risks to all staff will be mitigated significantly, including those who are extremely clinically vulnerable and clinically vulnerable. We expect this will allow most staff to return to the workplace, although we advise those in the most at risk categories to take particular care while community transmission rates continue to fall.

Advice for those who are [clinically-vulnerable, including pregnant women](#), is available. Individuals who were considered to be clinically extremely vulnerable and received a letter advising them to shield are now advised that they can return to work from 1 August as long as they maintain social distancing. Advice for those who are extremely clinically vulnerable can be found in the [guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19](#).

School leaders should be flexible in how those members of staff are deployed to enable them to work remotely where possible or in roles in school where it is possible to maintain social distancing. People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace.

Staff who are pregnant

As a general principle, pregnant women are in the 'clinically vulnerable' category and are advised to follow the relevant guidance available for [clinically-vulnerable people](#).

Staff who may otherwise be at increased risk from coronavirus (COVID-19)

Some people with particular characteristics may be at comparatively increased risk from coronavirus (COVID-19), as set out in the [COVID-19: review of disparities in risks and outcomes report](#). The reasons are complex and there is ongoing research to understand and translate these findings for individuals in the future. If people with significant risk factors are concerned, we recommend schools discuss their concerns and explain the measures the school is putting in place to reduce risks. School leaders should try as far as practically possible to accommodate additional measures where appropriate.

People who live with those who have comparatively increased risk from coronavirus (COVID-19) can attend the workplace.

Remaining level of risk	Consider level of risk following use of control measures
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LOUGHTON SCHOOL HEALTH & SAFETY

HIGH	MEDIUM	LOW	NEGLIGIBLE
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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Emotional distress of the children			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. All children must return to school unless they are shielding or self-isolating in accordance with public health advice. 2. Those children who display high anxiety will need to be sat near the member of staff so they can access pastoral care when needed. 3. The pastoral team will be on hand to support the children when needed during the day to prepare the children going into Wrap-Around in the evening. 4. The new behaviour plan in line with COVID 19 and safety measures will be explained to the children on their first day back and used in Wrap-Around as well. 5. Guidance to parents written by the schools Educational Psychologist will be sent home in July to support parents preparing their children for the return to school. 6. Risk assessments reviewed after day one, week one and fortnightly after that – this is flexible 7. If a child becomes too distressed parents will be contacted to come and support or take the child home. 8. Face masks will not be worn so a sense of norm is created in the areas. 9. Information will be sent home to parents over the summer explaining to the children how Wrap-Around will operate so they are prepared for the changes. 10. A newsletter will be sent home to update parents of the changes in Wrap-Around 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Emotional distress of the staff – including anxiety			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. All staff will be expected to return to work. Pastoral support will be on offer for those who have not been in the building since March. Staff can also use the counselling service we pay for to get additional support. 2. Staff to come in the clothes they feel comfortable in. These must be changed daily though. 3. SLT will be around to support with the first few weeks while we are finding out feet. 			

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<ol style="list-style-type: none"> 4. Adaptions will be made for some staff who need them based on medical advice. This will need to be in writing to RG. 5. Risk assessments reviewed after day one, week one and fortnightly after that – this is flexible. 6. Staff to wear PPE equipment when dealing with a child who is showing symptoms of the virus in school. The child will also need to wear a face mask. Where possible medical attention will be given at 2m. 7. PPE equipment will be stored in each classroom so that staff do not have to leave to attend the child. This will also prevent other staff going into the bubble. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Response to any infection – a confirmed case amongst the school community or a local outbreak.			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. If there is a confirmed case amongst the school community all the bubbles linked to this case will be closed and will be asked to self-isolate for 14 days. Those areas will be deep cleaned using PPE equipment and strong cleaning products. 2. We will engage with the NHS track and trace process 3. If there is a local outbreak will be take advice from the local health protection team and shut the school if we need to. If this happens, we will go back to providing remote learning on the Padlet pages. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

OVERALL level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Assessor's comments		Insert comments relevant to findings as appropriate	
This risk assessment follows the guidance that has been produced by the government.			

LOUGHTON SCHOOL HEALTH & SAFETY

The measures that have been put in place are to limit the spread of the virus as much as possible.

Name of assessor	Signature of assessor	Date
Rebekah Green Head teacher		06/07/2020

Governor's comments	Insert comments relevant to assessment as appropriate

Name of Chair of Governor	Signature of CoG	Date

Risk assessment reviews	Set future review dates & sign/comment upon completion
Governors signed off	
First day implemented	
Second day implemented	
First week implemented	
Second week implemented	