

Coronavirus Risk Assessment for Full Opening of Walhampton School

Walhampton School will re-open to pupils on 8th March 2021 in line with Government Guidance. The school has implemented a COVID secure school and workplace, however risks remain inherent within the School.

L= Likelihood

S= Severity

R= Risk rating

School Name: Walhampton School			Date Assessed: 2 nd March 2021			Assessed by: Nikki Slowey				
Task/Activity: Full opening of schools – March 8th			Reference Number:							
			Risk rating before implementing control measures			Risk rating after implementing control measures				
Activity/Task	Hazard/Risk	Persons at Risk	L	S	R	Controls Measures in Place			Additional Controls Measures Required	
Minimise contact between individuals and maintain social distancing wherever possible	Contact with persons suffering from coronavirus	Employees Pupils Contractors Visitors Volunteers	5	5	25	<p>We will apply the principles laid out by the government and reduce the number of contacts between children and staff as much as possible.</p> <p>We will keep groups separate (in 'bubbles') and through maintaining distance between individuals.</p> <p>Where possible, teachers and other staff will operate within a particular bubble, however, where this is not possible, teacher and other staff will operate across different classes and year groups in order to facilitate the delivery of the school timetable; however, strict social distancing and hygiene will be followed at all times.</p> <p>Regular reminders will be given to both staff and children on the importance of maintaining distance.</p>	3	5	15	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Measures within the classroom	Contact with persons	Employees Pupils Contractors	5	5	25	We will aim to maintain a distance between people whilst inside and reduce the amount of	3	5	15	Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.

	suffering from coronavirus	Visitors Volunteers				<p>time they are face-to-face to lower the risk of transmission where possible.</p> <p>Staff will, as far as possible, maintain distance from their pupils, staying at the front of the class, and away from their colleagues where possible.</p> <p>Adults will aim to maintain a two-metre distance from each other, and from children. They will avoid close face-to-face contact and minimise time spent within one metre of anyone. Where possible, classrooms have a 2m area around the desk marked out.</p> <p>Pupils who are old enough will be instructed and supported to maintain distance and not touch staff and their peers where possible.</p> <p>When staff or children cannot maintain distancing due to their age or needs, good hand hygiene will be enforced, and unnecessary furniture and soft furnishings will be removed.</p> <p>Yr 7 and 8 will be asked to wear masks in the classroom if the teacher feels that they are unable to socially distance.</p>			<p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>	
Measures elsewhere	Contact with persons suffering from coronavirus	Employees Pupils Contractors Visitors Volunteers	5	5	25	<p>Groups will be kept apart, and no large gatherings will take place with more than one bubble.</p> <p>Singing, wind and brass playing will not take place in large groups.</p> <p>Key worker groups will be kept apart and movement around the school site kept to a minimum and one way routes implemented as far as possible.</p> <p>Staggered lunchtimes have been implemented and the dining hall set up to facilitate social distancing as far as possible. Pupils will eat within their bubbles. Surfaces will be cleaned in between groups.</p>	3	5	15	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

						<p>Numbers have been limited in the staff shared spaces, and staff are reminded to social distance. Face coverings are worn in shared spaces.</p> <p>Drop offs and pick ups have been staggered, parents are asked to wear face coverings and not gather at the collection points. No visitors will not be allowed on site without an appointment.</p> <p>School transport will be used in the following means:</p> <ul style="list-style-type: none"> • By set 'bubbles'; • Temperature to be taken before boarding; • Hand sanitiser used before boarding and unboarding; • Regular cleaning of transport; • Organised queuing and boarding; • Distancing where possible; • Face covering to be used (for those pupils over age 11) and for those who are interacting with people outside of their bubble(s); • Face coverings to be worn by staff driving the minibus. <p>Educational visits to be postponed;</p> <p>We will follow the COVID-19 Practical Lessons in Schools CLEAPSS guidance and implement the additional control measures as recommended.</p>				
Other considerations	Contact with persons suffering from coronavirus	Employees Pupils Contractors Visitors Volunteers	5	5	25	For individual and very frequently-used equipment, such as pencils and pens, staff and pupils will have their own items that are not shared.	3	5	15	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-</p>

					<p>Classroom-based resources, such as books and games, will be used and shared within the bubble; these will be cleaned regularly, along with all frequently-touched surfaces.</p> <p>Resources that are shared between classes or bubbles, such as sports, art and science equipment, will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>Outdoor playground equipment will be more frequently cleaned. This would also apply to resources used inside and outside by wraparound care providers.</p> <p>Pupils will be encouraged to minimise what they bring to school. Bags are allowed.</p> <p>Up-to-date emergency contact details held.</p> <p>New and expectant mothers risk assessment completed.</p> <p>Windows opened to allow ventilation.</p> <p>Communication to parents sent out regarding collecting and dropping off children to prevent 'gathering'.</p> <p>Lunch and breaks staggered to minimise social gatherings for pupils and staff.</p> <p>Regular family contact to ensure that children from families with symptoms do not attend school.</p> <p>Refer to separate children with (EHC) Plans in place risk assessments.</p>			<p>coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>https://www.gov.uk/guidance/ofsted-coronavirus-covid-19-rolling-update</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>Local lockdown action plan to be put in place.</p> <p>https://www.gov.uk/guidance/education-and-childcare-settings-new-national-restrictions-from-5-november-2020#schools</p>
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						<p>Adequate supplies of face masks, eye protection, gloves and aprons are available for pupils who become unwell at school and need direct personal care – two-metre distancing cannot be maintained.</p> <p>Face coverings will be provided for pupils and teachers who for whatever reason do not have one.</p> <p>Face coverings will be worn for students in Year 7 and above, visitors and staff in all indoor areas where social distancing is not permissible.</p> <p>Use of outdoor spaces for teaching and learning.</p> <p>Shared materials/resources limited for those pupils/staff that need to take these home.</p> <p>Records maintained of staff/pupils who have been tested for COVID-19.</p> <p>Close liaison between families regarding symptoms – we will continue to monitor temperatures.</p> <p>Staff working from home where possible.</p> <p>Tissues and sufficient bins provided.</p> <p>Pupils and staff wearing face coverings on private transport will be asked to wash their hands on arrival, dispose of their face covering in a covered bin, or place within a plastic bag to take home.</p> <p>Persons worried about symptoms should use the NHS 111, only call if they cannot get help online, and NOT go to their GP or other healthcare centre.</p>			
Physical Education	Contact with persons suffering from coronavirus	Employees Pupils Contractors Visitors Volunteers	5	5	25	Pupils will be kept in consistent groups, sports equipment will be thoroughly cleaned between each use by different individual groups, and contact sports will be avoided.	2	5	

						<p>Outdoor sports will be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene.</p> <p>Contact sport will be avoided – rugby will be played in accordance with RFU Covid guidelines.</p> <p>Pupils will sanitise hands before and after every games / PE lesson.</p>				
Working in the school	Contact with persons who may have been exposed to coronavirus	Employees Pupils Contractors Visitors Volunteers	5	5	25	<p>Employees or pupils who are suspected to have coronavirus are to self-isolate in accordance with the government guidance.</p> <p>Other persons who may have been exposed to coronavirus have been instructed by the government guidance to self-isolate.</p> <p>We understand the NHS Test and Trace process and how to contact the local Public Health England health protection team.</p> <p>We will follow guidance on the cleaning of non-healthcare settings.</p> <p>We will ensure that staff members and parents/carers understand that they will need to be ready and willing to follow instructions given to them.</p>	3	5		<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/guidance/travel-advice-novel-coronavirus</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p> <p>Usage and passing of testing kits to parents, etc. Advice will be given to parents on the usage of testing kits.</p>
Working in the school	Contact with persons who may have been exposed to coronavirus – vaccinations	Employees Pupils Contractors Visitors Volunteers				<p>Where eligible, employees are strongly recommended to take part in the government’s vaccination programme for COVID-19 to prevent the spread of the virus and help protect everyone within the workplace.</p> <p>Employees that have been vaccinated must continue to practice social distancing measures,</p>	2	5	10	<p>Official information from government health authorities about the vaccine is available on the NHS website. (https://www.nhs.uk/conditions/coronaviruses-covid-19/coronavirus)</p>

						including the wearing of face coverings where required until further notice from the government is provided.				
Working in the school	Contact with packages (food, stationery, post deliveries) or items handled by persons who may have been exposed to coronavirus	Employees Pupils Contractors Visitors Volunteers	5	5	25	<p>All existing risk assessments will be maintained and followed. There is currently no perceived increase in risk for handling post.</p> <p>We have updated our behaviour policies with any new rules/policies and will consider how to communicate rules/policies clearly and consistently to staff, pupils and parents, setting clear, reasonable and proportionate expectations of pupil behaviour.</p> <p>Kitchen staff to maintain good hygiene in line with the school's HACCP. A separate School Catering Risk Assessment has been completed.</p> <p>Posters promoting good hand hygiene displayed in food areas.</p>	5	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>
Working in the school	Disposal of waste that may be contaminated by a coronavirus sufferer	Employees Pupils Contractors Visitors Volunteers	5	5	25	<p>All waste that has been in contact with the relevant person, including used tissues, and masks if used, 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 safe place and marked for storage until the result is available. If the individual tests negative, this can be put in the normal waste.</p> <p>Should the person test positive, the Health Protection Team will provide instructions about what to do with the waste.</p>	3	5	15	
Working in the school	Contracting and spreading of infection – personal hygiene	Employees Pupils Contractors Visitors Volunteers	5	5	25	Basic infection controls should be followed as recommended by the government:	3	5	15	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

					<ul style="list-style-type: none"> ● Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze. ● Put used tissues in the bin straightaway. ● Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available. ● Try to avoid close contact with people who are unwell. ● Clean and disinfect frequently-touched objects and surfaces. ● Do not touch your eyes, nose or mouth if your hands are not clean. <p>Pupils asked to clean hands when arriving at school, returning from breaks, after using changing rooms, and before and after eating. Hand sanitiser to be available in each classroom (in use), entrances and exits of buildings, and near lunchrooms and toilets.</p> <p>We will 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>We will ensure that pupils, staff and other adults do not come into the school if they have coronavirus (COVID-19) symptoms or have tested positive in at least the last 10 days, and ensure anyone developing those symptoms during the school day is sent home.</p> <p>All schools will follow this process and we will ensure all staff are aware of it.</p> <p>If a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door, depending on the age and needs of</p>			<p>https://www.nhs.uk/conditions/coronavirus-covid-19/</p> <p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p>
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						<p>the child, with appropriate adult supervision if required. Ideally, a window will be opened for ventilation. If it is not possible to isolate them, we will move them to an area which is at least two metres away from other people.</p> <p>If they need to go to the bathroom while waiting to be collected, they will use a separate bathroom. The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.</p>				
Working in the school	<p>Welfare</p> <p>Hand-contact points</p> <p>Poor hygiene and welfare conditions leading to staff discomfort or illness</p>	<p>Staff</p> <p>Visitors</p> <p>Delivery drivers</p> <p>Pupils</p> <p>Volunteers</p>	5	5	25	<p>Toilets to have a regular supply of hot and cold water complete with soap and towels.</p> <p>Hand sanitiser available (where required).</p> <p>Kitchen area to have a safe supply of mains cold water.</p> <p>Hand-contact points cleaned daily/where practicable.</p> <p>Toilets and kitchen area to be regularly cleaned. Teaching staff to implement controls to prevent overcrowding and ensure two-metre social distancing.</p>	3	5	15	
Working in the school	<p>Infection control including face coverings</p>	<p>Staff</p> <p>Visitors</p> <p>Delivery drivers</p> <p>Pupils</p> <p>Volunteers</p>	5	5	25	<p>Refer to policy and ensure all staff are aware of its contents and new protocols.</p> <p>Decontamination – following advice/guidance from the Health Protection Team.</p> <p>Refer to guidance and posters (where required).</p> <p>Education poster on COVID-19 to be displayed at the main entrance to the school building(s).</p>	3	5	15	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-care-providers-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

						'Staying COVID-19 Secure in 2020' poster in place at reception.				
Working in the school	Contact with delivery drivers / contactors to site / supply teachers	Staff Visitors Delivery drivers Pupils Contractors Supply teachers Volunteers	5	5	25	<p>Wherever possible, we will avoid visitors entering the premises. In instances where we need to use other essential professionals such as social workers, speech and language therapists or counsellors, or professionals to support delivery of a child's EHC Plan, we will assess whether the professional(s) need to attend in person or whether they can do so virtually. If they need to attend in person, they should closely follow the protective measures described in this risk assessment and attendance will be kept to a minimum.</p> <p>Contractors only allowed on site if the work cannot be completed at another time.</p> <p>Contractors and delivery drivers instructed to keep two metres away from all other persons at all times.</p> <p>Contractors, supply teachers and delivery drivers provided with handwashing facilities.</p> <p>Contractors, supply teachers and delivery drivers supervised at all times.</p> <p>Visitor information provided at reception for COVID-19 measures taken.</p>	2	5	10	<p>Guidance and recommended risk control measures will be sourced directly from the GOV.UK website wherever possible.</p> <p>https://www.gov.uk/government/publications/guidance-to-employers-and-care-providers-about-covid-19</p> <p>Control measures will be revised and updated daily at 2pm when the latest government guidance is released.</p>

Risk/Priority Indicator Key

Likelihood
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

Severity (Consequence)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

RISK / PRIORITY INDICATOR MATRIX						
LIK ELI HO OD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	1	2	3	4	5	
SEVERITY (CONSEQUENCE)						

Summary		Suggested Timeframe
12-25	High	As soon as possible
6-11	Medium	Within the next three to six months
1-5	Low	Whenever viable to do so

Review Record

Date of Review	Confirmed by	Comments

I have read the risk assessment and understand and accept its contents form part of my job role. I will keep myself informed of any changes.

Employee Name (Print)	Employee Signature	Date