



COVID-19 All Pupils Attending Risk Assessment September 2020

Location / Site	BOLNEY CEPS
Activity / Procedure	ALL PUPILS ATTENDING SCHOOL FOLLOWING PARTIAL CLOSURE DUE TO COVID-19 PREVENTION PROCEDURES
Assessment date	15.7.20, updated 24.8.20 (LK)
Assessment completed by	Lorraine Kenny

Identify people at risk	EMPLOYEES, CHILDREN, VISITORS, CONTRACTORS
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DfE GUIDANCE:

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

Prevention principles from the guidance

Prevention:

- 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
- 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
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

Response to any infection:

- 7) engage with the NHS Test and Trace process
- 8) manage confirmed cases of coronavirus (COVID-19) amongst the school community
- 9) contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant.

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible



Identified Hazards

<u>Identify hazard 1</u>	Contact with individuals who are unwell with possible coronavirus (COVID-19)
<u>Identify hazard 2</u>	Risk of spreading virus due to poor hand and respiratory hygiene resulting in direct or indirect transmission of the virus
<u>Identify hazard 3</u>	Risk of infection due to lack of cleaning resulting in indirect transmission of the virus
<u>Identify hazard 4</u>	Lack of social distancing in the classroom resulting in direct transmission of the virus
<u>Identify hazard 5</u>	Lack of social distancing using toilets and poor hygiene resulting in direct and indirect transmission of the virus
<u>Identify hazard 6</u>	Lack of social distancing entering/leaving school resulting in direct transmission of the virus
<u>Identify hazard 7</u>	Lack of social distancing during playtimes and lunchtimes resulting in direct transmission of the virus
<u>Identify hazard 8</u>	Lack of social distancing and shared resources when eating lunch resulting in direct transmission of the virus
<u>Identify hazard 9</u>	Lack of social distancing in the corridors and other parts of the school resulting in direct transmission of the virus
<u>Identify hazard 10</u>	Lack of social distancing when administering first aid resulting in direct transmission of the virus
<u>Identify hazard 11</u>	Contact of shared resources resulting in indirect transmission of the virus
<u>Identify hazard 12</u>	Emotional distress of the children
<u>Identify hazard 13</u>	Emotional distress of the staff
<u>Identify hazard 14</u>	Lack of social distancing by adults resulting in direct transmission of the virus
<u>Identify hazard 15</u>	Risk of disruption to education caused by class groups and staff self-isolating due to transmission of the virus
<u>Identify hazard 16</u>	Risk of spreading virus due to school trips visiting areas outside of school resulting in direct or indirect transmission of the virus
<u>Identify hazard 17</u>	Risk of spreading virus due to singing / shouting resulting in direct transmission of the virus
<u>Identify hazard 18</u>	Risk of spreading virus to other class bubbles due to mixing in after school clubs resulting in direct transmission of the virus
<u>Identify hazard 19</u>	Risk of spreading virus due to close contact with children – 1:1 and restraint resulting in direct transmission of the virus
<u>Identify hazard 20</u>	Easy entry / exit to school by intruders if Beech, Holly and Silver Birch external classrooms doors are open to increase airflow to help reduce transmission of virus



<u>Identify hazard 1</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Contact with individuals who are unwell with possible coronavirus (COVID-19)			
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. Share with parents the importance of keeping children at home if feeling unwell. 2. Share with parents the importance for children to stay at home if any household member has possible COVID virus symptoms. 3. All staff to agree the return to school agreement stating they will not attend school if they have any coronavirus symptoms or been in contact with anyone with symptoms or who have been asked to self-isolate (including recent return from non-exempt countries). 4. All parents and carers to agree the return to school agreement stating they will not send their child to school if they have any coronavirus symptoms or been in contact with anyone with symptoms or who have been asked to self-isolate (including recent return from non-exempt countries). 5. All staff to be aware of coronavirus symptoms and be vigilant for any child feeling unwell. 6. If any child or adult in school feels unwell staff to move them away from other people but stay in the immediate vicinity and immediately inform ZB and LK and follow PHE guidance for management of COVID-19. 7. Isolate anyone with possible coronavirus symptoms in the group room. 			
<u>Remaining level of risk</u>		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 2</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to poor hand and respiratory hygiene resulting in direct or indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Send info to parents on handwashing to share with children prior to children returning to school. 2. Daily demonstration on how to wash hands correctly for at least the first full week. 3. Children and adults wash hands on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze and between activities where needed. 4. All children to be supervised with handwashing until staff are confident they are washing correctly, then continue to monitor this. 5. Soap and paper hand towels inside all classrooms and toilets. 6. Hand gel in hall, office, library and school main entrance. 7. Soap in pump-action bottle in each classroom. 8. Only one child to use the sink at a time to wash hands. 9. Running water to be used to wash hands. 10. Washing hands posters in all washing areas. 11. Use songs to help with handwashing with younger children. 12. Hand cream (in pump-action bottle) in each classroom to protect sore hands. 13. No sharing of hand cream from home. 14. Reminders how to use 'catch it - bin it – kill it' approach for coughs, sneezes and runny noses. 15. Tissues and bins available in each class, hall, library and outside areas. 16. Children and adults to cough/sneeze into elbow if no tissue to hand. 17. Empty bins during the day if needed otherwise at the end of the day – bin bag to be thrown away – no decanting of bins into other bins. 18. No paper recycling bins in classrooms as often used paper hand towels are put in these which need to be taken out. 19. Children to have their own water bottle which is not shared and kept on their desk. 			
<u>Remaining level of risk</u>		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 3</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 inadequate 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>			
<ol style="list-style-type: none"> 1. Increased cleaning of frequently used surfaces, switches and handles: minimum of 3 times a day. 2. Class staff to clean tables, light switches and other frequently touched surfaces in classrooms after morning break and after lunch plus tables before lunch and at the end of the school day. 3. CBe to clean all toilets, frequently touched surfaces and handles in the rest of the school between 11.15 and 11.45 and after lunch. 4. CL to clean all the school at the end of each school day including all frequently touched surfaces, light switches and handles following agreed cleaning regime. 5. ZB to clean the photocopier at least 4 times a day. 6. Shared classroom and PE equipment cleaned after use by class staff – disinfect/dishwash smaller items. 7. Gloves and apron to be worn by staff completing cleaning. 8. Soft furnishings and soft / cloth toys removed from use in classrooms. 9. Deep cleaning of all classrooms and shared areas in each school holiday, including half terms. 10. Office telephones and two-way radios cleaned each day, plus wiped between users. 11. If items cannot be cleaned they need to be left untouched for 72 hours before being used again. 12. If using Milton or other similar cleaning product staff to read the COSHH Safety Date Sheet and the product's risk assessment. 13. Staff to regularly wipe own mobile phones and wash hands after use in school. 14. Use single use, disposable cleaning equipment where possible. 15. Maintain adequate supplies of cleaning stock. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 4</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 classroom resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Arrange children in class bubbles to keep separate during the school day. 2. Desks to face the front of the classroom with children seated side by side – except Willow class. 3. Willow class: YR children to sit on their own rubber spot which are cleaned daily, Y1 children to sit at desks facing the front where possible. 4. Remove excess furniture to increase space. 5. No class bubbles to mix during the day. 6. Minimise adults moving between class bubbles. 7. Staff to model social distancing at all times. 8. Use outdoor space for learning where possible. 9. PE to be taught outside where possible – 2 adults when on field with two-way radios. 10. Children to wear PE kits to school on PE days. 11. Children keep to their desks when in the room where possible. 12. Each child to have their own tray with own pen, pencil, ruler, reading books. 13. Expectation that the children will keep to social distancing to be shared with children and staff. 14. 'Keeping Safe' charter created for and with the children – include instructions how to line up, use of toilet, moving around the classroom, leaving the classroom, break time, etc. 15. 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. 16. Children isolated if cannot adhere to charter and spoken to re the need for social distancing. 17. Lessons planned for individual work where possible. 18. Resources and activities planned to reduce shared contact. 19. Adults working with children to limit close contact to less than 15 minutes and work side by side. 20. Children to add marking comments following verbal feedback from adults where possible. 21. Adults in class to socially distance by 2m where possible. 22. Records of which children working with which adults daily kept and stored for 14 days. 23. Children to use same desk each day – except Willow. 24. Children to enter and leave the classroom via the classroom external door except for going to the hall, library, toilet or to go to/from laptop trollies. 25. Limit numbers of children using the cloakroom area to support social distancing. <p><u>EY and KS1 children - as above plus</u></p> <p>WE HAVE TO ACCEPT THAT CHILDREN OF THIS AGE WILL NOT ADHERE TO SOCIAL DISTANCING BETWEEN THEMSELVES OR ADULTS</p> <p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> 26. Staff allowed to stay at adult height – no requirement for getting to child level for interactions. 27. Interactions carried out where possible from a distance. 28. Staff to wear gloves and aprons if need to help child following a toilet ing accident – parents to be called if further cleaning is required. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



Identify hazard 5		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
Control measures			
<ol style="list-style-type: none"> 1. All children to ask permission to go to the toilet. 2. Only one child allowed to go to the toilet at any one time – staff to wait for previous child to return before sending next child except Willow class where 2 children can use the toilet simultaneously. 3. Two children can use the toilets for handwashing, staying side by side (in table pairs where possible). 4. Each class to be allocated a specific toilet to use. 5. Keep boys and girls toilets as group toilets. 6. EY and KS1 children to be supervised by an adult when needing to go to the toilets to start with and then can go on their own when group staff are confident they know what to do. 7. How to wash hands posters above each sink. 8. Toilets cleaned twice during the school day by CBe, deeper clean every evening. 9. Staff to only use the toilet upstairs. 10. Reinforce correct handwashing procedures. 11. Face masks are not to be worn in school except if an adult needs to be in close proximity to a child who has possible coronavirus symptoms. 12. Arrangements for safe removal and keeping of face masks worn by anyone who needs to wear a face mask to school to be discussed with LK. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard 6		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing entering/leaving school resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures			
<ol style="list-style-type: none"> 1. Staggered start and finish for families in two groups – 15 minutes slot for each group. 2. Parents to leave/collect children at the allocated gate – left open. 3. Children to enter/leave building by allocated door – left open. 4. Adult to supervise the children into/out of class. 5. Ask parents and children to use a one way system for walking through the churchyard. 6. Ask parents to leave area outside of school and the car park quickly. 7. Deter parents from gathering outside. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 7</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing during playtimes and lunchtimes resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Staggered playtimes – EY and KS1 separate playtimes to KS2 so only two classes outside at a time. 2. One class to use front playground and the other to use rear playground – alternate weekly. 3. Fixed playground equipment to be cleaned at end of break – metal bars, handles, frequently touched surfaces 4. Teachers to liaise with each other using two-way radios to co-ordinate movement to outdoor area to reduce groups meeting each other. 5. Groups to use classroom external doors to go out to play. 6. Games agreed which encourage social distancing. 7. Staff supervision throughout – actively encouraging and insisting on social distancing. 8. Wash hands before and after playtime. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard 8</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 shared resources when eating lunch resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Y2-Y6 children eat in their classrooms, Willow class to eat in the hall. 2. Hot dinners are taken to the classroom on a tray for each child by CBe. 3. Cutlery and drink on the tray / table in the hall. 4. Fruit/biscuits must be served in a bowl – no choosing from a large bowl of food. 5. Tables cleaned before and after lunch by class adults in classrooms and CBe in the hall. 6. Children wash their hands in the classroom before and after eating and playtime. 7. Children leave classroom through the external door and make way round to the playground to avoid other groups. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 9</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 and other parts of the school resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Children staying in their classroom and accessing outside from classroom door whenever possible. 2. One child going to toilet at one time – except Willow or two children for handwashing. 3. Messages to office via two-way radios. 4. No children to collect photocopying or printing. 5. Assemblies/worship to only be held in allocated classrooms. 6. Walk cautiously in corridors to check no-one else is using the corridor especially around corners. 7. A one way system around the school is not possible due to lack of corridors – use of outside is a safety concern. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard 10</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing when administering first aid resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. First aid to be administered by first aider in classroom where possible. 2. Adults to wash hands before and after administering first aid. 3. Child to administer as much first aid as possible to themselves following directions of the first aider. 4. Gloves to be worn to deal with body fluids as normal. 5. Ice packs only to be used if absolutely needed and washed after use – cold water and a paper towel or tissue to be used where possible. 6. Each classroom to have first aid kit that can be taken outside. 7. Trained first aider in each class group to keep first aid kit stocked. 8. Children are not to be sent to the office without contacting ZB/LK first. 9. ZB/LK to assist only when no trained first aider is in classroom or if child very poorly – contact using two-way radio – keep child in allocated zone where possible. 10. Record all first aid administered in book in classroom. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 11</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Contact of shared resources resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Children to have all personal equipment in trays– minimising shared resources 2. Any shared resources washed in sterilising fluid or put in dishwasher each night and left to dry if not same person using them the next day. 3. Lessons planned so shared resources are kept to a minimum. 4. Minimise movement by children around the classroom. 5. Use boxes at end of desk rows to collect books/equipment –children to put in books/equipment as they go to wash hands where possible. 6. No sharing of children's morning snacks. 7. Morning fruit to be in individual bowls. 8. Soft toys and furnishes removed from the rooms. 9. No playdough, shared water for play, sand or similar materials to be used that are shared. 10. Laptops and ipads to be wiped with cleaning wipe between use. 11. Books available split into separate sets, one for each different group of children –used books to be left unused for 3 days before use by another child. 12. Each room to have used-book space and a clear system in place. 13. Outdoor PE / games equipment cleaned after use. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 12</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>			
<ol style="list-style-type: none"> 1. Send clear information home, including a video for the children, about return to school plans for parents to share with children. 2. Staff given additional training on supporting emotional and mental well-being plus bereavement. 3. Well-being questionnaire to be completed by each child and responses analysed and responded to. 4. Curriculum to include support for children's well-being – relationships and health education must be taught weekly following the agreed programme plus additions sessions for individual class needs. 5. Support provided to help children rebuild friendships and social engagement. 6. Address and equip children to respond to issues linked to coronavirus. 7. Support children with approaches to improving their physical and mental wellbeing. 8. Virtual assemblies to focus on values and support for children. 9. Introduce the Zones of Regulation across the school to promote a common language. 10. Comfort given from a distance – seated side by side where possible and wash hands after if needed. 11. Remind children they can hug their family when they are at home as no hugging at school. 12. Increase Learning Mentor hours to support emotional and mental well-being across the school. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard 13</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			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Provide opportunities for staff to voice worries or concerns at any time. 2. Staff meetings to discuss concerns and shared control measures prior to opening and then weekly. 3. Sharing of support helplines. 4. Monitor cleaning requirements and provide additional cleaning hours as needed. 5. Risk assessments reviewed after day one, week one and fortnightly after that – this is flexible. 6. Monitor and review workload, especially if any children are self-isolating as home learning needs to be provided. 7. Monitor situation of staff member with a family member clinically vulnerable. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 14</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Lack of social distancing by adults resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Only essential adults allowed on site. 2. Staff to minimise travel around school building. 3. Staff to use two-way radios as much as possible. 4. Staff to sit 2m apart in staff room – if more than 6 adults seated in room to use a different room or outside if no children present. 5. Adults working in more than one class/school to be kept to a minimum and to maintain 2m distance. 6. No entry signs on gates asking visitors to phone the office where possible. 7. Where possible adults to talk with any visitors outside maintaining 2m distance. 8. Messages and school forms to be left with the adult on the gate at the start and end of school. 9. Any parcels / post to be put on shelf outside the office window. 10. Adult on duty with children outside to blow a whistle so all children stop and move if needed if anyone enters school site. 11. Hand sanitiser available at school entrance. 12. Clean doorbell after each use. 13. Brakes food deliveries to be brought into school via door by Holly. 14. All other deliveries to be left in school entrance where possible. 15. Office window is not to be opened to visitors – talk through the window or outside. 16. Adults to wear a face mask when visitors meet with school staff in school. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



<u>Identify hazard 15</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of disruption to education caused by class groups and staff self-isolating due to transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. Staff, children and parents made aware of the importance of adhering to preventative measures to enable school to remain open and to reduce risk of virus transmission. 2. Follow actions and guidance as outlined in sections 8 and 9 of DfE Guidance for the full opening of schools – 8. Manage confirmed cases of coronavirus (COVID-19) amongst the school community, 9. Contain any outbreak by following local health protection team advice. 3. Ensure clear and rapid communication with families involved in self-isolation. 4. Arrange for home learning to be delivered to any children needing to self-isolate following DfE guidance – Section 5. 5. Provide training for staff to use digital education platform: Microsoft Teams to deliver online learning. 6. Provide cover for any teacher needing to self-isolate as needed. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard 16</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to singing / shouting resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
<ol style="list-style-type: none"> 1. No whole class singing to take place. 2. Any singing activity to be approved by LK. 3. Adults need to avoid being in front of singers. 4. Groups of no more than 15 children singing at one time. 5. Singing to take place in the hall or outside so children stood at a distance of more than 2m. 6. No shouting. 7. Music lessons to focus on notation and musical appreciation. 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



Be the Best You Can,
Guided by God

<u>Identify hazard 17</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus due to school trips visiting areas outside of school resulting in direct or indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
7. Any school trip to be approved by LK prior to booking. 8. School trips to outside areas where possible.			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard 18</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Risk of spreading virus to other class bubbles due to mixing in after school clubs resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>			
1. No after school clubs to be held before autumn half term unless only attended by chn from one class bubble. 2. After school club providers to share their plans to minimise virus spread with LK prior to permission to start. 3. Children from different class bubbles to be kept separate. 4. Outside areas to be used by clubs where possible.			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE



Identify hazard 19		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
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	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
We currently have no children who require 1:1 support or restraint To reassess risk if this changes			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard 20		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
Easy entry / exit to school by intruders if Beech, Holly and Silver Birch external classrooms doors are open to increase airflow to help reduce transmission of virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
Control measures			
1. Net dog gates attached to the exit that lets in airflow but is a barrier to visitors though enables ease of exit from classroom as exits and fire doors.			
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 assessment was completed in July for a full return to school in September. This assessment will be reviewed if there are any significant changes to the current advice and guidelines.			
West Sussex Risk Assessment reviewed also – individual staff risk assessments completed for any member of staff who is vulnerable or has household members who are vulnerable.			
Risk assessment next review		Review 3.9.20 end of first school day.	