



Oaklands Junior School

Coronavirus (Covid-19): Risk Assessment for pupils and staff at school



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This Risk Assessment for the Corvus Learning Trust schools to fully re-open in September 2020 Guidance is based on the Guidance issued by the DfE on 2nd July 2020 **and updated on 6th and 28th August 2020.**

This Risk Assessment is based on the template provided Bracknell Forest Council which has been checked by their Legal, Human Resources and Health and Safety departments

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For Schools Fully Reopening Covid

The government's plan is that all children and young people, in all year groups and setting types, will return to education settings full time from the beginning of the 2020 autumn term.

Name of School/setting: Oaklands Junior School

Assessment conducted by: Hazel West	Job Title: Headteacher	Signature:	Date: 27.08.20
Signed off by: Doug Brady	Job Title: Bracknell Forest Health & Safety Adviser	Signature:	Date: 27.08.20
Signed off by: Robert Elsey	Job Title: CEO of Corvus Learning Trust	Signature:	Date: 27.08.20

Likelihood of Occurrence	High (probable)	MEDIUM	HIGH	HIGH
	Medium (possible)	LOW	MEDIUM	HIGH
	Low (remote)	LOW	LOW	MEDIUM
Risk Assessment Matrix		Minor (causes physical or emotional discomfort)	Severe (causes physical injury, or illness requiring first aid)	Major (causes major physical injury, harm or ill-health)
		Likely Impact		

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The Risk Assessment Matrix is used to assess risks before and after control measures are applied. The objective is to remove all HIGH risks and to reduce all other risks to an acceptable level.

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Situational Awareness		<ul style="list-style-type: none"> <input type="checkbox"/> Daily monitoring of government advice and guidance on Covid https://www.gov.uk/coronavirus https://www.gov.uk/coronavirus/education-and-childcare <input type="checkbox"/> Daily review of general Covid situation in school with Senior Leaders 	<u>HT & SLT</u>	<u>21.07.20</u> <u>Ongoing</u>	<u>L</u>	<u>Yes</u>

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<p>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 your setting</p>		<p>□</p> <p>Action on Displaying Symptoms</p> <ul style="list-style-type: none"> ○ Pupils, staff and other adults advised not to come into school if they have coronavirus (COVID-19) symptoms or have tested positive in the last 10 days □ ○ Anyone developing those symptoms during the day is sent home and are advised to follow 'Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' Self Isolation At Home ○ 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. <p>Isolation in School</p> <ul style="list-style-type: none"> ○ Pupils displaying symptoms in school are isolated ○ Parents/carers are contacted immediately ○ Pupils awaiting collection are isolated at least 2m away from others ○ Appropriate staff supervision while waiting ○ With a window open for ventilation (hall) 	<p align="center"><u>HT, SLT & Admin</u></p> <p align="center"><u>& Site Controller for cleaning</u></p>	<p align="center"><u>2.09.20</u></p>	<p align="center"><u>M</u></p>	<p align="center"><u>Yes</u></p>
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		<ul style="list-style-type: none"> ○ They use separate toilets which must be cleaned and disinfected using standard cleaning products before being used by anyone else (disabled toilet). Please note that this toilet will also be in daily use by: <ul style="list-style-type: none"> • a child in Y3 who will temporarily be in a wheelchair from September, following an operation as this is the only toilet accessible by a wheelchair; • A child in Y5 who has previously used this disabled toilet in Y3 and Y4 for medical reasons. ○ 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 ○ 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 will be cleaned with normal household disinfectant after they have left COVID-19: cleaning of non-healthcare settings guidance • Testing Is Required arrange to have a test <ul style="list-style-type: none"> ○ When an individual is displaying symptoms ○ After being in contact with someone displaying symptoms ○ If requested to do so by NHS Test and Trace • Emergency Services <ul style="list-style-type: none"> ○ call 999 if someone is seriously ill or injured or their life is at risk. ○ Anyone with coronavirus (COVID-19) symptoms should be advised not visit the GP, pharmacy, urgent care centre or a hospital https://www.gov.uk/government/publications/safe-working-in-education-childcare-andchildrens-social-care/safe-working-in-education-childcare-and-childrens-social-care- 				
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		<p>settings-including-the-use-of-personal-protective-equipment-ppe#effective-infectionprotection-and-control</p> <p><input type="checkbox"/> Tracking & Tracing <input type="checkbox"/> Co-operate with NHS re tracking and tracing where requested</p>				
<p>Prevention</p> <p>2. Clean hands thoroughly more often than usual</p>		<ul style="list-style-type: none"> • Sufficient soap and water or hand sanitiser is provided • Hand washing stations have been designated/provided (4 mobile units purchased – for use in Y3 and Y5 as they have less hand-washing facilities compared to other year groups) • Pupils to wash their hands regularly, including: <ul style="list-style-type: none"> ○ On arrival ○ On return from breaks ○ When they change rooms ○ Before and after eating • Frequency of hand washing is appropriate for the pupils and staff • Particular arrangements for SEND pupils are in place • Use of sanitiser by young pupils supervised re ingestion risk • Small children and pupils with complex needs continue to be helped to clean their hands properly • Skin friendly skin cleaning wipes available as an alternative • Hand washing regime is built into the school culture, supported by behaviour expectations and helping ensure younger children and those with complex needs understand the need to follow them 	<p><u>HT. SLT & Staff</u></p>	<p><u>2.09.20</u></p>	<p><u>L</u></p>	<p><u>Yes</u></p>

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Prevention 3. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach		https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf <ul style="list-style-type: none"> Sufficient supplies of tissues are available Sufficient lidded bins are in place Double bagging and careful disposal of contents of waste bins Pupils instructed, encouraged and supported to follow this routine Small children and pupils with complex needs continue to be helped to follow this routine 	<u>HT, SLT & Staff</u>	<u>1.09.20</u>	<u>L</u>	<u>Yes</u>
Prevention 4. Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach		COVID-19: cleaning non-healthcare settings guidance. <ul style="list-style-type: none"> More frequent cleaning of rooms / shared areas (Site Controller & cleaner) Frequently touched surfaces being cleaned more often (surface wipes in rooms) Detailed attention to rooms occupied by the pupils and staff (Site Controller & cleaner) Additional cleaning at lunchtimes Touch points including door handles & light switches (Site Controller & Cleaner) Additional toilet cleans e.g. at mid-morning and/or after lunch (Site Controller) Separate cleaning cloths and equipment in each classroom Use of PPE by cleaners is NOT part of current govt advice Review the regime regularly as numbers increase in schools (won't increase – all back) Sufficient supplies of cleaning materials are available Cleanliness monitored daily to required standards Bins for tissues are emptied throughout the day 	<u>HT, SLT, Staff & Site Controller</u>	<u>02.09.20</u>	<u>M</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> Timetabling of spaces allows access for cleaning Different groups do not need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet At OJS we will be keeping year groups to their own toilets <p><i>Churchills Cleaners are to continue to prioritise "Touch points" i.e., door handles, taps, tables etc. Cleaners to concentrate their daily cleaning on areas used by children and staff. Churchills will issue updated risk assessments, covering Covid-19. Individual staff risk assessments will be updated.</i></p> <p><i>Churchills ordered a new type of cleaner/disinfectant which has been delivered to schools. Clarification regarding using bleach. WBC contract prohibits the use of bleach in schools. PPE masks are not being issued to Churchills operatives. Churchills request that areas are to be vacated where possible before their staff arrive. This is to protect everyone. Failure to do so may result in areas not being cleaned.</i></p>				

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Prevention	5. Minimise contact between individuals and maintain social distancing wherever possible	https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings <u>safe working in education, childcare and children's social care</u> <ul style="list-style-type: none"> • Social Distancing Regime <ul style="list-style-type: none"> ○ Is communicated to staff, parents, pupils and visitors ○ Pupils will be repeatedly reminded to observe social distancing ○ Social distancing is monitored and enforced by all staff ○ Social distancing is reviewed as numbers in the school increase • Organisation <ul style="list-style-type: none"> ○ It is likely for younger children e.g. primary the emphasis will be on separating groups 	<u>HT, SLT, SENCo & Staff</u>	<u>02.09.20</u>	<u>M</u>	<u>Yes</u>
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		<ul style="list-style-type: none"> ○ Primary - groups will be year group size (64) ○ Staggered starts/adjusted start and finish times in place □ Classrooms and Teaching Spaces <ul style="list-style-type: none"> ○ Primary - when staff cannot maintain 2m distancing the risk is reduced by working to the side of a pupil (not facing); 1m+ measures (wearing a visor or mask) ○ Adaptations to classrooms to support distancing where possible 				

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		<ul style="list-style-type: none"> □ Shared Spaces <ul style="list-style-type: none"> ○ Timetabled use of shared spaces, such as corridors, playgrounds, entrances and exits, dining halls, and toilets, and specialist areas ○ Delayed start/finish and break times in place for shared areas ○ Arrangements for dining halls are in place (hall out of use – packed lunches in classrooms) ○ Arrangements for the use of toilets are in place ○ Arrangements for assemblies are in place (only year group assemblies in the hall – whole school assemblies will be streamed to classrooms) □ Staff Areas <ul style="list-style-type: none"> ○ Arrangements for staff rooms and staff areas are in place (7 only allowed in staff room) □ Circulation <ul style="list-style-type: none"> ○ Circulations routes in place and signed to minimise contact ○ Site safe entry/exit routes in place and signed ○ Building safe entry/exit routes in place and signed 				
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		<ul style="list-style-type: none"> ○ Safe parking rules in place for staff and visitors • External <ul style="list-style-type: none"> ○ Arrangements are in place for drop off and pick up times ○ Plan in place to ensure there are no gatherings at the school gates ○ Enhanced supervision of children including during playtimes ○ Staff remain at a safe distance at lunchtime or during breaks ○ Outdoor playground equipment is not used unless it has been cleaned • Parents and Visitors <ul style="list-style-type: none"> ○ Coming onto the site without an appointment is not allowed ○ Meetings with parents to take place at a safe distance ○ Site guidance is given to visitors including contractors ○ Site visits optimised for outside of school hours ○ Records kept of all visitors for track and trace ○ Parents encourage parents to wash school uniforms daily • Special Needs and Young Children <ul style="list-style-type: none"> ○ Pupils are supported to maintain distance where possible ○ Specialist support staff for pupils with SEND is provided 				
<p>Prevention</p> <p>6. Where necessary, wear appropriate personal</p>		<p>safe working in education, childcare and children’s social care</p> <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-andchildrens-social-care/safe-working-in-education-childcare-and-childrens-social-caresettings-including-the-use-of-personal-protective-equipment-ppe#effective-infectionprotection-and-control</p>	HT	02.09.20	L	

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protective equipment (PPE)		<ul style="list-style-type: none"> • PPE beyond what is normally needed for work is only needed in a very small number of cases, including: <ul style="list-style-type: none"> ○ where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at school, and only then if a distance of 2 metres cannot be maintained ○ where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used ○ When working with children and young people who cough, spit or vomit but do not have coronavirus (COVID-19) symptoms, only any PPE that would usually be worn as part of their care and treatment, should be worn • Sufficient suitable PPE is available in school • Staff trained in the use & disposal of PPE if this becomes necessary (already done for start of lockdown – just a reminder needed + new staff trained) 				<u>Yes</u>
Response to any infection 7. Engage with the NHS Test and Trace process		<p>https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p> <ul style="list-style-type: none"> • The school will co-operate with NHS Test and Trace if requested to do so • Staff and parents have been advised about NHS Test and Trace and how to contact their local Public Health team https://www.gov.uk/guidance/contacts-phe-healthprotection-teams, including how to: <ul style="list-style-type: none"> ○ Book a test if they are displaying symptoms ○ Provide details of anyone they have been in close contact with ○ Self-isolate if they have been in close contact 	<u>HT, SLT, Admin</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>

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Response to any infection 8. Manage confirmed cases of coronavirus (COVID-19) amongst the school and college community		<ul style="list-style-type: none"> <input type="checkbox"/> <input type="checkbox"/> School will report anyone tested positive to the Health Protection team Health Protection will report anyone in school that has tested positive to the school <input type="checkbox"/> - as identified by NHS Test and Trace The Health Protection Team will: <ul style="list-style-type: none"> o Carry out a risk assessment o Confirm who has been in close contact o Ensure they are asked to self-isolate <ul style="list-style-type: none"> o Guide the school through the actions they need to take <input type="checkbox"/> People who have been in close contact with the person who has tested positive, will be sent home and advised to self-isolate for 14 days since they were last in close contact with that person when they were infectious Health Protection will advise on who must be sent home <input type="checkbox"/> The school will keep proportionate records of pupils and staff in each group and any close contact that takes places between groups Names of individuals will be kept confidential <input type="checkbox"/> Anyone in school who displays symptoms will need to get a test <input type="checkbox"/> Parents/carers and staff are asked to inform school immediately <ul style="list-style-type: none"> o Negative tests: if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating o Positive tests: they should follow the guidance below: <ul style="list-style-type: none"> Stay at home : guidance for households with possible or confirmed coronavirus (COVID-19) infection 	HT, SLT, Admin	02.09.20	M	Yes

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Response to any infection 9. Contain any outbreak by following local health protection team advice		<ul style="list-style-type: none"> <input type="checkbox"/> In the event of an outbreak the school will follow the advice of the Health Protection team who will be able to advise if additional action is required <input type="checkbox"/> In consultation with the local Director of Public Health, where an outbreak in a setting is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive <input type="checkbox"/> Testing will first focus on the person's class, followed by their year group, then the whole setting if necessary, in line with routine public health outbreak control practice 	<u>HT, SLT, Admin</u>	<u>02.09.20</u>	<u>M</u>	<u>Yes</u>
School Operations Transport		<ul style="list-style-type: none"> <input type="checkbox"/> Families using public transport should refer to the safer travel guidance for passengers https://www.gov.uk/guidance/coronavirus-covid-19-safer-travelguidance-for-passengers <input type="checkbox"/> Pupils on public transport advised to keep social distance of 2 metres from people outside their household or support bubble, or use a 'one metre plus' approach where this is not possible <input type="checkbox"/> For coaches and minibuses the school will consider: <ul style="list-style-type: none"> ○ how pupils are grouped together on transport, i.e. in bubbles ○ use of hand sanitiser upon boarding and/or disembarking ○ additional cleaning of vehicles ○ organised queuing and boarding where possible ○ distancing within vehicles wherever possible ○ the use of face coverings for children over the age of 11, where appropriate 	<u>HT, SLT, Admin</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>

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School Operations Attendance		<ul style="list-style-type: none"> <input type="checkbox"/> Pupils of compulsory school age must be in school from Sep-20 <ul style="list-style-type: none"> o parents' duty to ensure that their child attends o school responsibility to record attendance and follow up absence o the availability of sanctions, including fixed penalty notices in line with local authorities' codes of conduct <input type="checkbox"/> Pupils who are shielding or self-isolating will still be unable to attend https://www.gov.uk/government/publications/guidance-on-shielding-andprotecting-extremely-vulnerable-persons-from-covid-19 <input type="checkbox"/> Parents/carers will be supported/reassured re anxiety about returning <input type="checkbox"/> Pupils with EHC plans are given preparation for their return <input type="checkbox"/> Parents informed of school's expectations around attendance <input type="checkbox"/> Provision is in place for pupils to catch up <input type="checkbox"/> The school will engage with other professionals as appropriate to support the return to school including, social workers 	<u>HT, SLT, Admin</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>

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School Operations Workforce	<ul style="list-style-type: none"> □ Staff who are clinically vulnerable or clinically extremely vulnerable <ul style="list-style-type: none"> ○ Control measures will allow most staff to return to the workplace https://www.gov.uk/government/publications/guidance-on-shielding-andprotecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shieldingand-protecting-extremely-vulnerable-persons-from-covid-19 ○ There is flexibility in how those members of staff are deployed to enable them to work remotely where possible or in roles in settings where it is possible to maintain social distancing 	<u>HT, SLT & Bursar</u>	<u>02.09.20</u>	<u>L</u>	
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		<ul style="list-style-type: none"> ○ People who live with those who are clinically extremely vulnerable or clinically 				

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		<p>vulnerable can attend the workplace</p> <ul style="list-style-type: none"> <input type="checkbox"/> Staff who are pregnant are generally in the 'clinically vulnerable' category and are advised to follow the relevant guidance <input type="checkbox"/> Staff who may otherwise be at increased risk <ul style="list-style-type: none"> o The school will try as far as practically possible to accommodate additional measures in respect of staff with particular characteristics who may be at comparatively increased risk, see COVID-19: review of disparities in risks and outcomes report o People who live with those who have comparatively increased risk from coronavirus can attend the workplace <p>Health & Safety & Equalities</p> <ul style="list-style-type: none"> o Health & Safety and equality risks <ul style="list-style-type: none"> <input type="checkbox"/> will continue to be assessed <p>Supporting Staff</p> <ul style="list-style-type: none"> o Staff will be supported by governors and senior leaders, having regard for work life balance and wellbeing <input type="checkbox"/> <ul style="list-style-type: none"> o Staff will be given information that explains the measures that are in place and that staff are involved in the process o The school will continue to provide mechanisms to support staff wellbeing, including where staff may be anxious about returning guidance on extra mental health support available for pupils and teachers o The Education Support Partnership provides a free helpline for school staff and offers targeted support for mental health and wellbeing <p>Staff Deployment</p> <ul style="list-style-type: none"> o Managers will discuss and agree any changes to staff roles: <input type="checkbox"/> 				Yes
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		<ul style="list-style-type: none"> ▪ to meet staff ratio requirements for pupils with EHC plans ▪ to ensure sufficient staff to provide interventions or care to be linked with enhanced hand washing/hygiene practices ▪ to meet the flexibility required in special schools ▪ the school will put arrangements in place in advance of the start of term so staff will be prepared <ul style="list-style-type: none"> ○ Senior leaders will be mindful of avoiding increases in unnecessary and unmanageable workload burdens workload reduction toolkit ○ DfE has also published a range of resources, including case studies to support remote education, help address staff workload and manage wellbeing <ul style="list-style-type: none"> □ Deploying support staff and accommodating visiting specialists <ul style="list-style-type: none"> ○ Support staff may be used to support catch-up provision or targeted interventions if appropriate ○ Teaching assistants may also be deployed to lead groups or cover lessons, under the direction and supervision of a teacher ○ Any proposed changes in role or responsibility will be discussed and agreed with the member of staff ○ The Education Endowment Foundation (EEF) has published guidance to help settings make the best use of their teaching assistants. ○ Only support staff with appropriate checks will be allowed to engage in regulated activity. Keeping children safe in education. □ Recruitment <ul style="list-style-type: none"> ○ will continue as usual, operating remotely over the summer ○ Interviewing can be done remotely 				
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		<p>https://teaching.blog.gov.uk/2020/05/29/recruiting-during-lockdown-how-we-didit/</p> <p>https://teaching.blog.gov.uk/2020/06/12/attending-your-first-remote-interview/</p> <ul style="list-style-type: none"> ○ Legal requirements for pre-appointment checks will continue to be met https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 https://www.gov.uk/government/publications/covid-19-safeguarding-in-schoolscolleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schoolscolleges-and-other-providers ○ From the start of the autumn term checks will revert to being carried out in person. ○ Early career materials have been made available by DfE https://www.gov.uk/government/collections/early-career-framework-reforms <p>□ Supply teachers and other temporary or peripatetic teachers</p> <ul style="list-style-type: none"> ○ Will continue to be used as required ○ The school will seek to minimize the numbers of different individuals employed by utilising longer assignments ○ Such staff will be expected to comply with the school's controls for managing Covid-19 • Teacher trainees may be employed if this is appropriate • Staff taking leave involving foreign travel ○ Staff will be made aware that the government has set a requirement for people returning from some countries to quarantine for 14 days on their return 				
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		<p>https://www.gov.uk/government/publications/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk/coronavirus-covid-19-how-to-self-isolatewhen-you-travel-to-the-uk</p> <ul style="list-style-type: none"> ○ Staff will also be reminded there may be risk of return travel being disrupted by COVID-19 ○ Where staff are quarantined during term time, consideration will be given to allowing them to temporarily work from home. <p>☐ Volunteers ○ Volunteers may be used as would usually be the case, and they will be properly supported and given appropriate roles</p> <ul style="list-style-type: none"> ○ Checking and risk assessment processes will be followed <p>https://www.gov.uk/government/publications/keeping-children-safe-in-education--2</p> <ul style="list-style-type: none"> ○ Mixing of volunteers across groups will be kept to a minimum and 2m distancing will be observed where possible 				
<p style="text-align: center;">School Operations Safeguarding</p>		<ul style="list-style-type: none"> ☐ Child Protection Policy has been reviewed by Designated Safeguarding Lead (DSL) to reflect the return of more pupils <p>https://www.gov.uk/government/publications/keeping-children-safe-in-education--2</p> <p>https://www.gov.uk/government/publications/covid-19-safeguarding-in-schoolscolleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-collegesand-other-providers</p> <ul style="list-style-type: none"> ☐ DSL and deputies provided with more time, especially in the first few weeks of term, to help them provide additional support to staff and children and the handling of referrals to children social care and other agencies where these are appropriate ☐ DSL will work with outside agencies to look for signs of harms 	<p><u>DSL & DDSL</u></p>	<p><u>02.09.20</u></p>	<p><u>M</u></p>	<p><u>Yes</u></p>

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Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ☐ Lead First Aiders have been communicated with re their continued virtual support to pupils who have not been at school (PSA, Nurture Assistants, SENCo to replace 'Lead First Aiders' at OJS) 				
School Operations Catering		<ul style="list-style-type: none"> • School meals and kitchens will be fully open from the Sep-20 • No provision for hot food in 1st half of autumn term – all pupils will either order a packed lunch or bring their own from home; those eligible for free school meals will have their meal provided • Kitchens will comply with the guidance for food businesses on coronavirus (COVID-19) 	<u>HT & Cucina</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>
School Operations Estate (Premises)		<p>https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown</p> <ul style="list-style-type: none"> • Teaching will be delivered on the existing school site/s • Need for any minor alterations has been reviewed • Usual pre-term building checks are undertaken • Water hygiene regime is in place https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm ☐ Good ventilation is provided (for example, by opening windows). <p>https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-andventilation.htm</p>	<u>HT, SLT & Site Controlle r</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>

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Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
School Operations Offsite Visits		<p>https://www.gov.uk/government/publications/health-and-safety-on-educationalvisits/health-and-safety-on-educational-visits</p> <ul style="list-style-type: none"> From September 2020 offsite visits can go ahead for UK day trips https://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-foreducational-settings/coronavirus-travel-guidance-for-educational-settings Overnight and overseas visits are still on hold Trips will be in line with protective measures e.g. bubbles, distancing and any COVID-19 controls in place at the destination Outdoor spaces in the local area may be used Full and thorough risk assessments for all educational visits Appropriate control measures will be followed 	<u>HT, SLT, EVC, Staff</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>
School Operations Extra-Curriculum Provision		<ul style="list-style-type: none"> Breakfast and after-school provision will be reinstated where possible Control measures will include keeping children within their year groups or bubbles where possible If this is not possible then small, consistent groups will be used As with physical activity during the school day, contact sports will not take place 	<u>HT, SLT, Staff & Beehive</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>

Coronavirus (COVID-19): risk assessment for pupils and staff full re-opening

Curriculum, Behaviour and Pastoral Support		<ul style="list-style-type: none"> Autumn term curriculum for all subjects will be ambitious and broad Teaching & learning will make use of existing flexibilities to create time to cover the most important missed content Aim is to return to a full normal curriculum content by summer 2021 Curriculum planning is informed by an assessment of pupils' starting points and addressing the gaps in their knowledge and skills 	<u>HT, SLT & Staff</u>	<u>02.09.20 & ongoing</u>	<u>L</u>	
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Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<input type="checkbox"/> Particular consideration will need to be given to the learning needs and objectives of children and young people with SEND Some subjects for some pupils may be suspended only in exceptional circumstances, where this can be shown to be in the best the interests of the pupil and in discussion with parents <input type="checkbox"/> Relationships and health education (RHE) for primary aged pupils becomes compulsory from September 2020, to be taught by at least the start of the summer term 2021 Y5 missed this in summer 2020 so teaching will be transferred to Y6 in the autumn term with parents notified as to content taught.				<u>Yes</u>

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Curriculum, Behaviour and Pastoral Support Key Stage 2		<ul style="list-style-type: none"> ☐ ☐ School will prioritise the most important components for progression Consideration of how all subjects can contribute to the filling of gaps in ☐ core knowledge, e.g. through an emphasis on reading For pupils in Key Stages 2 priorities are: <ul style="list-style-type: none"> ○ Focus on wellbeing first and ensuring that children are in a good place to learn ○ Phonics catch up for Y3 (high number did not achieve phonics in Y2) – support from Trust already sought for intervention resources (Amy Chapman, Primary School Improvement) ○ Identifying gaps ○ re-establishing good progress in the essentials (reading, increasing vocabulary, writing and mathematics) ○ identifying opportunities across the curriculum so they read widely, and developing their knowledge and vocabulary. ○ The curriculum to remain broad, so that the majority of pupils are taught a full range of subjects over the year 	<u>HT, SLT & Staff</u>	<u>02.09.20 & ongoing</u>	<u>L</u>	<u>Yes</u>
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Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
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Curriculum, Behaviour and Pastoral Support Physical Activity		<p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phasedreturn-of-sport-and-recreation https://www.sportengland.org/how-we-can-help/coronavirus https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpretingthe-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf https://www.youthsporttrust.org/coronavirus-support-schools</p> <ul style="list-style-type: none"> • Pupils are kept in consistent groups • Sports equipment cleaned between each use by different groups (groups will have own equipment not used by others with PE subject lead identifying outdoor sport/PE for half a term for each year group). <p><i>Similarly music resources & maths resources will be year group based for first half term.</i></p> <ul style="list-style-type: none"> • Contact sports are on hold until further notice • Outdoor sports are prioritised where possible • Maximising distancing between pupils • Paying scrupulous attention to cleaning and hygiene • External facilities can also be used in line with government guidance • Specific risk assessments will be applied to use of external coaches, clubs and organisations for curricular and extra-curricular activities • Physical activities will operate within wider school protective measures 	<u>HT, SLT & Staff</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>
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<p style="text-align: center;">Curriculum, Behaviour and Pastoral Support</p> <p style="text-align: center;">Catch Up Support</p>		<p>https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-supportguide-for-schools/</p> <ul style="list-style-type: none"> • Individual pupil needs will be assessed in respect of <ul style="list-style-type: none"> ○ complex needs ○ speech and language therapy ○ travel training N/A to Primary ○ education psychologist time ○ other small group and individual interventions • Direct or indirect support will be provided • The school will also consider participation in the National Tutoring Programme for one to one tuition https://educationendowmentfoundation.org.uk/covid-19resources/national-tutoring-programme/ 	<p><u>HT & SLT</u></p>	<p><u>02.09.20</u></p>	<p><u>L</u></p>	<p><u>Yes</u></p>
<p style="text-align: center;">Curriculum, Behaviour and Pastoral Support</p> <p style="text-align: center;">Extending provision set out in an Education, Health and Care Plan (EHCP)</p>		<ul style="list-style-type: none"> • It is not generally thought that pupils will need to repeat a year of educational provision because of coronavirus • It is not generally anticipated that young people will need to remain in education any longer than originally set out in their EHCP • In exceptional cases it may however be appropriate to extend a pupil's educational provision or have their EHCP extended • In most cases this would consist of an individualised programme for a term or half term • In all circumstances, this would need to be decided by the LA, following a review of the pupil's needs and EHCP 	<p><u>HT & SENCo</u></p>	<p><u>02.09.20</u></p>	<p><u>L</u></p>	<p><u>Yes</u></p>

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		<input type="checkbox"/> Parents and young people can appeal to the First-tier Tribunal (Special Educational Needs and Disability) if they disagree with decisions made by the LA re Health and Care (EHC) needs assessments and plans				
Curriculum, Behaviour and Pastoral Support Pupil Wellbeing and Support		https://www.gov.uk/guidance/teaching-about-mental-wellbeing <ul style="list-style-type: none"> • Staff and School Leaders should be aware of pupils that may be experiencing emotional difficulties • Particularly for vulnerable children, including those with complex needs • Pupils requiring support will be identified • Senior Leaders will consider the provision of pastoral and extra-curricular activities to all pupils designed to: <ul style="list-style-type: none"> ○ support the rebuilding of friendships and social engagement ○ address and equip pupils to respond to Covid-19 issues linked ○ support pupils with approaches to improving their physical and mental wellbeing • More focused pastoral support will be provided where issues are identified that individual pupils may need help with • Consideration will be given to children in need and others including vulnerable pupils who may need additional help or support, e.g. with stress, fear, trauma and bereavement https://covid.minded.org.uk/ • The School Nursing Services will be engaged to support the health and well-being of their pupils, including over: 	<u>HT & SLT</u>	<u>02.09.20</u>	<u>M</u>	<u>Yes</u>

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Coronavirus (COVID-19): risk assessment for pupils and staff full re-opening

		<ul style="list-style-type: none"> ○ support for resilience, mental health and wellbeing including anxiety, bereavement and sleep issues ○ support for pupils with additional and complex health needs ○ supporting vulnerable children and keeping children safe ○ delivery of the healthy child programme 				
Curriculum, Behaviour and Pastoral Support Behaviour Expectations		<ul style="list-style-type: none"> <input type="checkbox"/> Behaviour Policy updated for Covid-19 https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools <input type="checkbox"/> Staff, pupils & Parents understand behavior expectations <input type="checkbox"/> Behavior standards are enforced consistently <input type="checkbox"/> Disciplinary and reward outcomes are included <input type="checkbox"/> Staff working with specific pupils who have not re-engaged <input type="checkbox"/> Support to overcome barriers to attendance and behaviour <input type="checkbox"/> Objective is to help them reintegrate back into school life. <input type="checkbox"/> Support pupils with trauma anxiety including bereavement <input type="checkbox"/> Staff able to identify social, emotional and mental health concerns <input type="checkbox"/> School has access to Educational Psychologists, social workers, and counsellors <input type="checkbox"/> Specific support for pupils with SEND 	<u>HT & SLT</u>	<u>02.09.20</u>	<u>M</u>	<u>Yes</u>
Assessment and accountability Inspection		<ul style="list-style-type: none"> <input type="checkbox"/> Routine Ofsted inspections are suspended for the autumn term <input type="checkbox"/> Ofsted may visit a sample of schools to review return of pupils <input type="checkbox"/> Statutory primary assessments will take place in summer 2021 <input type="checkbox"/> All existing statutory Key Stage 2 assessments, expected to return in 2020 to 2021 	<u>HT & SLT</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> □ STA (Standards & Testing Agency) also reviewing arrangements for implementation of the engagement model for the assessment of pupils 				
Assessment and Accountability Accountability Expectations		<ul style="list-style-type: none"> • Performance tables will be suspended for the 2019/2020 academic year • Inspectors and DfE will refer to the 2018/2019 data • 2018/2019 data will be used as a starting point for any conversation about support for settings with Ofsted judgements below good <p>https://www.gov.uk/government/publications/coronavirus-covid-19-school-and-collegeperformance-measures/coronavirus-covid-19-school-and-college-accountability</p>	<u>HT & SLT</u>	<u>02.09.20</u>	<u>L</u>	<u>Yes</u>
Contingency Planning for Outbreaks Remote Education		<ul style="list-style-type: none"> • Process in the event of local outbreaks <ul style="list-style-type: none"> ○ Appropriate authorities and DfE will help make decisions if a spike in infection rates occurs at a local level ○ This includes measures to help contain the spread • Contingency plans for outbreaks <ul style="list-style-type: none"> ○ Remote education plans should remain in place <p>https://www.gov.uk/government/publications/guidance-for-full-opening-special-schoolsand-other-specialist-settings/guidance-for-full-opening-special-schools-and-otherspecialist-settings#remoteeducation</p> <ul style="list-style-type: none"> • In the event of local lockdown, the school will offer remote education • School has a strong contingency plan in place for remote education • Engage with families where SEND pupils require adult support • The school will remain proactively engaged with parents and carers to: <ul style="list-style-type: none"> ○ explain the support that their children are receiving 	<u>HT, SLT & Staff</u>	<u>02.09.20</u>	<u>M</u>	<u>Yes</u>

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		<ul style="list-style-type: none"> ○ discuss the plans for returning to settings ○ consider how parents can support this and any additional help they might need □ The school will make use of the following specialist expertise: <ul style="list-style-type: none"> ○ special educational needs co-ordinators ○ education psychologists ○ speech and language therapists ○ qualified teachers of sensory impairments ○ other therapists ○ teaching assistants often with specialist knowledge □ The remote learning curriculum will: <ul style="list-style-type: none"> ○ Access high quality online and offline resources ○ Give access to high quality remote education resources ○ Use online tools that allow interaction, assessment and feedback ○ Ensure that staff are trained in their use ○ Provide printed resources for pupils who do not have online access □ The school will: <ul style="list-style-type: none"> ○ set meaningful ambitious assignments ○ teach a planned and well sequenced curriculum ○ provide clarity about what is taught and practised ○ provide frequent, clear explanations of new content ○ gauge how well pupils are progressing 				

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		<ul style="list-style-type: none"> ○ set clear expectation on how teachers will check work ○ enable teachers to adjust the pace or difficulty ○ enable teachers to revise material or simplify explanations ○ deliver a programme equivalent to core teaching ○ ensure the expectations are age appropriate ○ ensure expectations are appropriate for SEND children 				