



COVID-19 RISK ASSESSMENT
Academic Year 2021-2022
SUMMER TERM 2022



SCHOOL:	WINWICK CE PRIMARY SCHOOL											
HEADTEACHER:	SUE DYMOND											
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DATE OF ASSESSMENT:	15 th /16 th /30 th August 2021											
REVIEWED:	18.10.21	28.11.21	04.01.22	18.04.22 SUMMER TERM								

Our Covid-19 Risk Assessment has been continually reviewed for the academic year 2021-22 to identify the protective measures that Winwick CE Primary School have in place for managing the continued risks presented by Covid-19. This Risk Assessment will be reviewed at the end of each half term (unless there is a specific need to do it earlier), with amendments being made where required. Our Risk Assessment takes into account current Government guidance, as well as guidance from the Local Authority and Public Health England. The original risk assessment, from which this risk assessment was derived was also derived from guidance from the Joint Trade Unions Checklist for September (NEU/GMB/Unison/Unite).

NB. 08.04.22 – This Risk Assessment has been updated following numerous changes to the Government’s guidance for Covid-19, and it now runs in-line with the Government’s ‘Living with Covid’ strategy. This includes the removal of legal requirements for self-isolation, revised guidance on face coverings as well as additional symptoms being added to the official list of those being linked to Covid-19. In addition to this, access to free testing in the community for Covid-19 has now ceased.

To prevent the spread of Coronavirus (COVID-19), school are using a range of protective measures to create safer environments in which the risk of spreading the virus is substantially reduced. Guidance no longer recommends that it is necessary to keep children in consistent groups (class) and all previously required social distancing measures are no longer in place; this means that assemblies (worships) are able to take place, along with the wider mixing of pupils, as well as staff being able to move between classes (e.g. to support interventions/cover PPA).

School settings will continue to liaise with health protection teams in the case of a local outbreak. If there is an outbreak in a setting or if central government offers the area an enhanced response package, a director of public health might advise a setting to temporarily reintroduce some control measures. Should this be the case, the risk assessment will be updated accordingly, and additional measures will be put in place, which may include the introduction of control measures such as: face coverings, social distancing, class bubbles, staggered drop-off/pick-up times, reducing visitors to the site, specific closures, etc.

This document should also be reviewed alongside the Contingency-Outbreak Management Plan 2021-22, which details further measures that may be taken in the event of a Covid-19 outbreak in school, giving a clear definition of what the thresholds would be which might indicate that additional guidance and support were needed to manage this from the Local Authority/Public Health.

GOVERNMENT GUIDANCE:

- [Covid Response: Living with Covid-19](#)
- [People with symptoms of a respiratory infection including Covid-19](#)
- [What to do if you have coronavirus \(COVID-19\) or symptoms of COVID-19](#)
- [NHS Symptoms of Covid-19](#)
- [COVID-19: guidance on protecting people defined on medical grounds as extremely vulnerable](#)
- [Promoting and supporting mental health and wellbeing in schools and colleges](#)
- [Travel abroad from England during coronavirus \(COVID-19\)](#)
- [School attendance: guidance for schools](#)

The Government has amended their guidance for their [response to Covid-19, which is now the ‘Living with Covid-19’ strategy](#) which began to be introduced from February 2022.

An update for all education and childcare settings on the publication of new guidance following the Living with COVID announcement (DfE Information 07.04.22): UKHSA has now published new guidance for the general population on reducing the spread of respiratory infections, including COVID-19, in the workplace. This came into effect on Friday 1 April, and is also relevant to education and childcare settings.

Update for schools on recording attendance for pupils with symptoms of COVID-19 (DfE Information 07.04.22): Schools no longer need to record pupils who do not attend for reasons related to COVID-19, using Code X. Pupils with symptoms of COVID-19 are no longer advised to get a test, and most of the scenarios that this category was brought in to record no longer apply. Pupils who have symptoms of COVID-19 should follow the UKHSA guidance about when they should stay at home. Where a pupil is not attending because they have symptoms of COVID-19 or have had a positive test, schools should record this using Code I (illness) unless another more appropriate absence code applies. Schools can continue to use the sub-code (I02) to record illness due to suspected COVID-19, although they are not required to.

Contract Tracing: From 24 February, routine contact tracing will end. Contacts will no longer be required to self-isolate or advised to take daily tests. Instead, guidance will set out precautions that contacts can take to reduce risk to themselves and other people - and those testing positive for COVID-19 will be encouraged to inform their close contacts so that they can follow that guidance. Local health teams continue to use contact tracing and provide context-specific advice where they assess this to be necessary as part of their role in managing infectious diseases.

Testing: From 1 April, the Government will no longer provide free universal symptomatic and asymptomatic testing for the general public in England; however, the Government will help enable COVID-19 tests to be made available for those who wish to purchase them through the private market.

Safer Behaviours: People will continue to be advised that there are safer behaviours they can adopt to reduce the risk of infection. Precautions remain particularly important to those who are at higher risk if they catch COVID-19, although due to advances in vaccination and therapeutics, this group is now better protected. The majority of people previously considered clinically extremely vulnerable are now advised to follow the same general guidance as everyone else as a result of the protection they have received from vaccination. Individuals can still reduce the risk of catching and passing on COVID-19 by:

- a. Getting vaccinated;
- b. Letting fresh air in if meeting indoors, or meeting outside;
- c. Wearing a face covering in crowded and enclosed spaces, especially where you come into contact with people you do not usually meet, when rates of transmission are high;
- d. Trying to stay at home if you are unwell;
- e. Taking a test if you have COVID-19 symptoms, and staying at home and avoiding contact with other people if you test positive; and
- f. Washing your hands and following advice to 'Catch it, Bin it, Kill it'.

Businesses and other organisations: From 24 February, workers will not be legally obliged to tell their employers when they are required to self-isolate. Employers and workers should follow Government guidance for those with COVID-19. From 1 April, the Government will remove the health and safety requirement for every employer to explicitly consider COVID-19 in their risk assessments. The intention is to empower businesses to take responsibility for implementing mitigations that are appropriate for their circumstances. From 1 April, the Government will replace the existing set of 'Working Safely' guidance with new public health guidance. Employers should continue to consider the needs of employees at greater risk from COVID-19, including those whose immune system means they are at higher risk of serious illness from COVID-19. The Government will consult with employers and businesses to ensure guidance continues to support them to manage the risk of COVID-19 in workplaces.

Ventilation: The Government will continue to promote and support good ventilation. Employers and businesses should continue identifying poorly ventilated spaces and take steps to improve fresh air flow. There is increasing evidence of the importance of circulating fresh air in reducing the risk of COVID-19 transmission. Ventilation also helps with reducing transmission of other respiratory infections such as influenza, with some research showing that being in a room with fresh air can in some cases reduce the risk of airborne transmission of COVID-19 by over 70%.

Local outbreak management: In future the Government expects COVID-19 to be managed regionally and locally as part of a wider all hazards approach, using existing health protection frameworks. The Government will revise current COVID-19 outbreak management advice and frameworks, to set out the support that local authorities and other system partners can expect from regional and national stakeholders and the core policy and tools for contingency response. The Government will continue to provide guidance via UKHSA engagement with local partners.

Updated NHS COVID-19 symptoms lists: The NHS COVID-19 [symptoms in adults](#) and [symptoms in children](#) have been updated. Adults and children who have symptoms of a respiratory infection, including COVID-19, should follow the [UKHSA guidance](#). Children and young people who are unwell and have a high temperature should stay at home and avoid contact with other people, where they can. They can go back to school, college or childcare and resume normal activities when they no longer have a high temperature, and they are well enough to attend.

Guidance for people with symptoms of a respiratory infection including COVID-19, or a positive test result for COVID-19. (Published 1 April 2022, From: **UK Health Security Agency**)

Symptoms of respiratory infections, including COVID-19

Respiratory infections can spread easily between people. It is important to be aware of symptoms so you can take action to reduce the risk of spreading your infection to other people. The symptoms of COVID-19 and other respiratory infections are very similar. It is not possible to tell if you have COVID-19, flu or another respiratory infection based on symptoms alone.

Most people with COVID-19 and other respiratory infections will have a relatively mild illness, especially if they have been vaccinated. If you have symptoms of a respiratory infection, such as COVID-19, and you have a high temperature or you do not feel well enough to go to work or carry out normal activities, you are advised to try to stay at home and avoid contact with other people. Symptoms of COVID-19, flu and common respiratory infections include:

- continuous cough
- high temperature, fever or chills
- loss of, or change in, your normal sense of taste or smell
- shortness of breath
- unexplained tiredness, lack of energy
- muscle aches or pains that are not due to exercise
- not wanting to eat or not feeling hungry
- headache that is unusual or longer lasting than usual
- sore throat, stuffy or runny nose
- diarrhoea, feeling sick or being sick

If you are feeling unwell with these symptoms you should get plenty of rest and drink water to keep hydrated. You can use medications such as paracetamol to help with your symptoms. Antibiotics are not recommended for viral respiratory infections because they will not relieve your symptoms or speed up your recovery.

Approaches we as a school are taking include:

- Deep cleaning of the whole school building has taken place during school closures/holidays, including a full deep clean prior to reopening to all pupils in September.
- Statutory testing of equipment and systems have been tested and the robust cleaning regime which was put in place last academic year will continue this academic year.
- Whole staff training has taken place and all key information has been shared with members of staff/Governing Body prior to opening, with opportunities for questions and clarification where required to ensure all staff are confident with any new procedures/systems that have been put in place. Any updates/changes to systems will continue to be shared and reviewed throughout the academic year.
- Carried out risk assessments before opening to all pupils which directly address risks associated with Coronavirus, following which, sensible measures have been put in place to minimise those risks for pupils, parents/carers and staff, including visitors to the school site, based on current Government guidance. Risk Assessments are regularly reviewed and updated, where needed.
- Prior to our September 2021 reopening, the controls identified within the risk assessment have been implemented.
- Taking steps to ensure that pupils do not attend if they or a member of their household has symptoms of Coronavirus and have a procedure in place for if a pupil/staff member develops symptoms while on-site.
- Promote regular hand washing for 20 seconds with running water and soap or use of sanitiser and ensuring good respiratory hygiene by promoting the catch it, bin it, kill it approach, with handwashing stations being set up for each individual classroom.
- Cleaning more frequently to get rid of the virus on frequently touched surfaces, such as door handles, handrails, table-tops, play equipment and toys. With all areas of the school have their own cleaning kit in place so that additional cleaning can take place and there is easy access to cleaning resources, which are replenished daily.
- Shared risk assessments with key stakeholders and given an opportunity for staff to raise any questions/seek clarification where needed.

RISK SCORING

Each hazard should be scored using the matrix below. A risk rating score should be given in light of the **Existing Control Measures** and then this should be revised following the application of the Mitigation Action Taken. The risk rating score is based on the **Severity of the Risk** x the **Likelihood**.

SEVERITY OF RISK (S)	LIKELIHOOD (L)					Lx S = RISK RATING SCORE (RR)	
	1. RARE	2. UNLIKELY	3. POSSIBLE	4. VERY LIKELY	5. ALMOST CERTAIN		
1 Insignificant	1	2	3	4	5	LOW (L) 1-8	NO FURTHER ACTION REQUIRED
2 Low	2	4	6	8	10	MEDIUM (M) 9-15	FURTHER CONTROL MEASURES REQUIRED AND IMPLEMENTED BEFORE PROCEEDING.
3 Tolerable	3	6	9	12	15	HIGH (H) 16-25	DO NOT PROCEED
4 Major	4	8	12	16	20		
5 Intolerable	5	10	15	20	25		

REF NO	TASK / WORK / OPERATION	DO HAZARDS EXIST?	WHAT ARE THE HAZARDS?
Children			
03	Use of shared equipment and resources	Y	Higher risk of contamination if pupils and staff use shared equipment and resources
04	Use of shared and outdoor spaces	Y	Higher risk of contamination if pupils and staff use shared spaces/shared outdoor spaces and equipment.
Hygiene			
06	Cleaning	Y	Ineffective infection control and increased risk of infection
Vulnerable Individuals			
07	Supporting clinically vulnerable pupils and staff	Y	Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice
08	Supporting children with challenging or additional needs	Y	Risk in working with children in limited spaces around school
Staff & Visitors			
09	Staffing levels	Y	Lack of staff available to teach or carry out required tasks in school.
10	Managing visitors and temporary staff	Y	Visitors do not adhere to social distancing measures put in place
Curriculum			
14	Impact on education continuity linked to absence due to Covid-19/ further lockdowns.	Y	Impact on pupil learning, attainment and progress. Impact on pupil mental health and wellbeing.
16	Educational visits	Y	Children and staff working off-site in locations accessed by multiple schools and groups.
Communication			
17	Communication and consultation	Y	Uncertainty from staff and parents of the arrangements in place for returning back to school and the measures in place to protect against the coronavirus.
18	Parental contact	Y	Risk of contamination from external sources during unscheduled or unnecessary meetings.
Building			
20	Building and System maintenance prior to opening	Y	Lack of maintenance or statutory testing of equipment within school resulting in poorly maintained systems or contaminated water system.
Emergency Procedures			
24	Fire Wardens and First Aiders	Y	Lack of fire wardens or first aiders available to deal with emergency or accident.
26	Managing symptomatic pupils and staff	Y	Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance
27	Risk of infection due to 1 to 1 contact, such as first aid or restraint.	Y	Challenges presented by the need for 1 to 1 contact such as first aid or restraint
29	Reporting of injuries, Diseases and Dangerous Occurrences to the HSE	Y	Lack of reporting to the HSE any incident in work that has led to the possible exposure of covid-19
Wellbeing			
30	Staff and pupil emotion wellbeing	Y	Emotional distress linked to phased return, events linked to pandemic and ongoing challenges.

	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
03	Higher risk of contamination if pupils and staff use shared equipment and resources, including photocopying	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<ul style="list-style-type: none"> Regular handwashing in place throughout the day for pupils and staff, including on arrival into school, before eating, after moving between learning spaces. Regular cleaning of classrooms/resources takes place daily. Deeper cleaning of classrooms take place once a group has finished using it at the end of the school day. Cleaning kits in place in all classrooms/key areas so that cleaning of equipment and shared resources can take place. COSHH sheets are with all cleaning kits for any cleaning products in there so staff have access to the information for safe usage. Staff to consider if PE sessions are able to take place outside. Office photocopying to be used by Office Staff, SLT and members of the kitchen team only. 	4x2=8	L	<ul style="list-style-type: none"> Photocopier in the central area to be used by other staff members/students/supply staff. If copying with staples is required, staff members to liaise with the office team to arrange for this to be completed and handed back to the member of staff. 	4x2=8	L
04	Higher risk of contamination if pupils and staff use shared spaces (including outdoors)	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		<ul style="list-style-type: none"> Regular handwashing in place throughout the day for pupils and staff, including on arrival into school, before eating, after moving between learning spaces. Cleaning kits in place in all classrooms/key areas so that cleaning of equipment and shared resources can take place. COSHH sheets are with all cleaning kits for any cleaning products in there so staff have access to the information for safe usage. Windows to be opened for natural ventilation. Due to the cold weather, to ensure the temperatures in workspaces do not become too cold to work, windows can be fully closed or open a small amount with room doors remaining open to allow for ventilation; with windows being fully opened periodically throughout the day (e.g. when all the group are out at break time/lunch time) to ventilate the space. Staff/children are encouraged to wear additional layers to support them to keep warm, where needed. Timetables are in place for all shared spaces so that it is clear who can have access to the hall/ICT Suite at designated times. Cleaning kits are available in these locations, along with key COSHH information. The hall will be cleaned at set points during the day by a designated member of staff. The ICT Suite to be wiped down and cleaned by a member of staff in the class who have used this area. There are suitable time gaps between use by an alternative class to ensure a full wipe down can take place. Hall cleaned down after each sitting at lunch time. Lunch time/break time rotas in place. PE rota in place. ICT Suite rota in place. Weather permitting, worships can take place outdoors as an alternative to using the school hall, if appropriate. 	3x3=9	M	<ul style="list-style-type: none"> Rotas shared with staff via staff handbook and are on the notice board in the staffroom. Cleaning kits replenished daily by Cleaning Team. Staff to report any issues/replenishment needs to Cleaning Team/Site Manager. If an area in school needs a deeper clean, Site Manager/Cleaning Team to be informed so this can be done at the end of the school day. 	3x3=9	M

	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
06	Cleaning - ineffective infection control and increased risk of infection	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<ul style="list-style-type: none"> Agreed schedule with the Cleaning Team/Site Manager, with members of the team allocated different sections of the school for cleaning to minimize cross-contamination. Cleaning schedule includes regular cleaning of frequently touched surfaces with detergents and disinfectants. Bleach should not be used for cleaning purposes when children are in the building. Toilet areas to be restocked with hand wash and paper towels and hand sanitisers to be refilled when running low. Site Manager/Cleaning Team to monitor stock levels of all cleaning materials for the school site to ensure that there is always enough stock on site. Where supplies of any item are running low, the Site Manager will ensure an order is raised with the school office to enable stock to be replenished in a timely manner. Cleaning kits provided for all classes and key areas around the building so that additional cleaning can take place at regular points during the day Staff in each class should ensure tables are cleaned down during the day (break times/lunch time). ICT Suite should also be cleaned down after being used by a class. Handwashing stations set up in each classroom for children/staff to wash hands at regular points throughout the day. Where there is not close access to a handwashing station with soap and water, hand sanitiser stations are available (main office, HT office, hall, for visitors to the office). When using hand sanitiser, staff should ensure that they (and any children they are supervising) make sure that this is fully dried on their hands before touching anything else. Parents asked to inform school if their child has a sensitivity/allergy to hand gel/sanitiser. If so, parents will be asked to provide one that is suitable for us by their child, who will keep this onsite for use when they need it. During the day, when bins get full, they are to be emptied and replaced with fresh bin bags once they are full; staff member to ensure these are securely tied and taken out to the large bins in the playground; rubbish bags should not be left on a corridor at any time. All internal bins are to be emptied at the end of the day by the Site Manger/Cleaning Team. Phones to be wiped down after use. Spaces should be well ventilated using natural ventilation (opening windows). 	3x3=9	M	<ul style="list-style-type: none"> Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation; Site Manager to do this as part of daily checklist on arriving in school. Fire door through the main corridors can be opened on the magnet system which automatically engages if the fire alarm sounds and all doors will close. Fire Management Plan/Risk Assessment to be amended to include statement about the requiring key fire marshals/wardens to ensure all propped doors are closed in the event of the fire alarm sounding. Additional cleaning to take place on touch points of any doors that are closed; this should also be done during the day as part of class cleaning regimes. Where there is staff absence linked to the Site Manager/Cleaning Team, alternative staffing arrangements will be made to ensure that all cleaning systems remain operational. 	3x2=6	L

	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
07	Pupils and staff are at higher risk of severe illness if they do not follow medical advice (Clinically Vulnerable/ Clinically Extremely Vulnerable/ Pregnant)	<ul style="list-style-type: none"> • Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x		<ul style="list-style-type: none"> ✓ School to follow the most recent guidance linked to those previously categorised as being vulnerable/extremely vulnerable, include pregnant women. ✓ Most people who were CEV, are no longer at substantially greater risk than the general population, and are advised to follow the same guidance as everyone else on staying safe and preventing the spread of coronavirus (COVID-19), as well as any further advice you may have received from your doctor. ✓ Where advice has been given by a medical professional that additional steps are needed, individual risk assessments will be written for any member of staff/pupil who requires in, inline with the medical advice that has been given. ✓ Where a member of staff has notified the HT/SLT in writing of their pregnancy, an individual risk assessment will be completed in conjunction with the member of staff in-line with current guidance; this may involve obtaining advice from the occupational health team. 	2x5=10	M	<ul style="list-style-type: none"> ✓ Continue to monitor/stay up-to-date with guidance linked to this Clinically Vulnerable/Clinically Extremely Vulnerable; ✓ Keep lines of communication open between staff/families who are within the different vulnerable categories ✓ Where in place, Individual risk assessments to be reviewed, half termly as part of the Covid-19 risk assessment review. ✓ All staff to follow risk assessment and school procedures linked to COVID-19 and any updated guidance. ✓ If it is revised/introduced, updated guidance linked to Clinically Extremely Vulnerable and Pregnant staff to be put in place where required. ✓ Members of staff who are pregnant are to notify the Headteacher/SLT in writing so that an appropriate individual risk assessment can be completed. 	2x4=8	L
08	Supporting children with challenging or additional needs in the event of self-isolation/ further lockdowns.	<ul style="list-style-type: none"> • Supporting children with challenging or additional needs in the event of self-isolation/further lockdown: impact on learning/wellbeing. 	x	x	x	<ul style="list-style-type: none"> ✓ School will take into consideration current guidance linked to SEND and supporting children with additional needs. ✓ For those children with an EHCP and/or individual care plan, support systems will be put in place to ensure the individual needs can be focused on should the individual need to self-isolate/further lockdowns be put in place by the Government/Local Authority. ✓ Google Classroom has already been established to deliver home learning should children need to self-isolate; if required, children will be directed to Google Classroom and learning will move online if self-isolation is necessary. However, if the child is unwell, they are not expected to complete online learning. 	2x2=4	L	<ul style="list-style-type: none"> ✓ Should individual children need to self-isolate/wider lockdown is needed, the class teacher/TA/SENDCo will liaise with parents to review how to best meet the needs of the child during this period of time and plans will be put in place, dependent on the individual situation. ✓ Where required, should a longer period of lockdown be needed, Individual Education Plans (IEPs) will be reviewed accordingly to meet the needs of home learning, should this be necessary. 	2x2=4	L

09	<p>Reduced staffing levels due to staff illness due to Covid-19 (including SLT and Office Staff)</p>	<ul style="list-style-type: none"> Lack of staff available to teach or carry out required tasks in school. Reduced staffing numbers so that provision is unmanageable. Lack of first aiders/fire wardens (see additional points in risk assessment; also see Contingency-Outbreak Management Plan) 	x	x	x	<ul style="list-style-type: none"> Contingency-Outbreak Management Plan has been written which outlines the procedures required should staffing numbers reduce due to staff being absent linked to Covid-19. This includes an assessment of the required staffing numbers required to ensure the safe running of the school; this includes Leadership/DSL, SENDCo, first aiders, fire wardens, cleaning/maintenance staff. Most staff are double vaccinated and have also had their booster. Clear procedures in place for what staff need to do if they are unwell/showing symptoms of COVID-19. Staff who have symptoms of Covid-19 and are unwell should stay at home, returning to work when they do not have a temperature and/or are well enough to return to work. Where appropriate, under guidance from medical professionals, individual risk assessments to be in place for those identified as clinically vulnerable/extremely clinically vulnerable/pregnant; these risk assessments will be reviewed half termly (as a minimum). Open door policy in place for staff/SLT/Governors if they are concerned about their mental health and wellbeing. Resources have been shared with staff linked to places that they can seek help and support for themselves if they feel they are struggling with this (also see risk assessment point linked to wellbeing). Different initiatives have been put in place since the beginning of Covid to support staff work-life balance and wellbeing. Staff may wish to obtain their own test to confirm if they have Covid-19, however this is no longer a requirement. <p>SLT</p> <ul style="list-style-type: none"> HT is the DSL and the DHT/AHT are Deputy DSLs. DSL responsibility in school will revert to Deputy DSLs if HT is offsite. SLT members remaining in school will assume responsibility in the building; this will be communicated to all staff at morning briefing. Where necessary, alternative cover arrangements will be made if DHT/AHT need to be out of class in the absence of the HT; this will be done in the first instance from within the existing staffing structure, with supply only be used if this is not possible/needed for a longer period of time. All staff have safeguarding training and are aware of procedures to follow in the event of a safeguarding concern being raised, including how to inform the Local Authority safeguarding team. <p>Office</p> <ul style="list-style-type: none"> Only staff working in the Main Office/Headteacher's Office, Site Manager and members of the kitchen team will have access to this photocopier. Other staff are to use the main copier; if copies with staples are required, staff are to liaise with a member of the office team to arrange for this to be done for them. Online register for staff via Google Drive; staff should sign in on arrival and sign out if they are leaving prior to the end of the day. SIMS for the Classroom to be used in classes to register the children, with staff also recording attendance on the laminated class list on the door which can be used in the event of an evacuation. Due to previous lockdowns, systems are in place should a member of the Office Team need to isolate/further lockdown be required. Phones should be wiped down after use. 	3x4=12	M	<ul style="list-style-type: none"> Where needed, supply cover may be used to cover a member of staff if there is a longer period of absence. Risk assessments/ school procedures will be shared with any supply cover staff; wherever possible, cover will be sought within the existing staffing structure in the first instance. Where staffing numbers fall significantly as a result of high levels of absence due to Covid-19, school will liaise with the Local Authority and follow guidance linked to this as well as following the procedures laid out in the Contingency-Outbreak Management Plan. If remote learning were to be required, Google Classroom would form the main tool to provide online learning for pupils, as per the Spring 2021 lockdown. Further details are outlined in the Contingency-Outbreak Management Plan. Should absences link to the kitchen staff, members of the Office Team are to liaise with Warrington Borough Council to ensure cover is in place to provide school meals. Should absences link to the Link Club Team, alternative staffing arrangements will be reviewed, however there may be a need to temporarily close Link Club until staffing capacity has returned. If all members of the SLT are unwell due to Covid, the Chair of Governors will be informed and Governor support provided where needed. Local Authority will be contacted for support in the event of the absence of all the SLT. 	2x8=8	L
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	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
10	Managing visitors and temporary staff and students	<ul style="list-style-type: none"> Visitors do not adhere to safety measures put in place. Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces Non-essential visitors onsite which increases the possibilities of potential spreading of Covid. 	x	x	x	<ul style="list-style-type: none"> ✓ Supply teachers/students will be provided with key information about systems and procedures; classes will usually have a TA who can also advise about systems where needed. ✓ Individual Class information will be available in classrooms which contain all relevant information linked to that class (e.g. timetable, break/lunch times, arrival/departure times and routes, etc). ✓ Wherever possible, visitors should have a prior appointment to come onsite, and key information linked to school systems, safety and procedures will be shared with them, where required. ✓ Where a class has a student on a Teacher/TA placement, a full induction will take place which will include all relevant health and safety information that would usually be covered, along with sharing all relevant documentation linked to school's new COVID-19 procedures. ✓ Where appropriate, communication with parents will continue to be done via PING/email/over the phone; if necessary, in-person meetings will be arranged by prior appointment, made via the school office. 	3x2=6	L	<ul style="list-style-type: none"> ✓ Key risk assessment information will be shared on the school website so that it is easily accessible. ✓ Electronic file with key information will be available to be shared with temporary staff/visitors to site prior to arrival and/or a pack of information will also be available for viewing. ✓ Although not mandatory, face coverings will be available for visitors to site or they are able to wear their own face coverings, if they wish. Where Covid-19 rates in the community/in school are high, visitors will be advised to wear face coverings. ✓ Where larger events are taking place within school (e.g parents evenings) visitors will be advised to wear face coverings, particularly where there is high transmission rates within the community/in school. ✓ Although Government restrictions have lifted, guidance still advises caution; wherever possible, contractors/visitors will be arranged for outside of hours when pupils are onsite, unless necessary and/or visits are needed for reasons linked to pupils. 	3x2=6	L

	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
14	Impact on education continuity linked to absence due to Covid-19/further lockdowns.	<ul style="list-style-type: none"> Impact on pupil learning, attainment and progress. Impact on pupil mental health and wellbeing. 	x	x		<ul style="list-style-type: none"> ✓ Systems in place for learning to move online via Google Classroom. Online Learning will be available for absence linked to Covid-19. If children are at home unwell, they are not expected to complete home learning; in this instance, parents/carers are asked to liaise daily with the school office to update them so that work can be provided if a child is well enough to do so. ✓ Office Team to co-ordinate with the Kitchen Team to ensure any pupil in receipt of Free School Meals (FSM) receives a food parcel for the duration of any period of self-isolation/lockdown period. ✓ Based on IT parental surveys linked to previous lockdowns, school reviewed and improved its capacity to support those pupils who have no IT facilities at home to ensure online learning can continue if children need to move to remote learning in the event of further lockdown/self-isolation. Should this be needed, parents/carers are asked to liaise with the school office, who will provide support with this. winwick_primary@sch.warrington.gov.uk ✓ Mental Health and Wellbeing to form a key element of curriculum provision (also see additional risk assessment point linked to this). ✓ Contingency-Outbreak Management Plan in place for procedures to be put in place linked to further lockdowns, high staff absence due to Covid-19. (Also see additional risk assessment point linked to staffing). 	3x2=6	L	<ul style="list-style-type: none"> ✓ If a wider lockdown is announced, learning will move to remote learning, with children learning online from home – school will follow guidance and continue to be open for vulnerable pupils, pupils with and EHCP and those of critical workers, as directed by the Government. If a further lockdown is announced, the risk assessment will be reviewed and updated accordingly, based on the current situation at that time. ✓ For pupils with SEND, in the event of further lockdowns, the class teacher/TA/SENDCo will liaise with parents/carers and adaptations to provision will be made to ensure continuity of learning for the child; this may include the need to amend any current IEPs in the event of a longer period of lockdown. ✓ If a parent/carer/member of staff has a concern about the wellbeing of a pupil, they should notify the SLT as soon as possible so support can be put in place. ✓ If a parent/carer has a concern linked to online learning if their child is self-isolating/further lockdowns are put in place, they should contact the school office as soon as possible and a member of staff will make contact with them - winwick_primary@sch.warrington.gov.uk 	3x2=6	L
16	Educational Visits	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<ul style="list-style-type: none"> ✓ Individual risk assessments will be completed for each educational visit, taking into consideration the usual reviews of risks in addition to further risk assessments to review risks linked to COVID-19. ✓ Internal time scales for submission of the risk assessment for an educational visit will be extended to all an additional week so school can ensure that thorough risk assessments can be completed and checked. ✓ Risk assessments will be submitted onto EVOLVE. ✓ For residential visits, risk assessments will also be submitted to the Local Authority for review. ✓ All current guidance will be reviewed as part of the risk assessment process for educational visits. 	3x3=9	M	<ul style="list-style-type: none"> ✓ Should guidance/circumstances change, educational visits may need to be rescheduled/postponed/cancelled. ✓ For residential visits, systems will be put in place should a child develop symptoms of Covid-19 whilst on the residential; this will be included as part of the educational visit risk assessment process. 	3x2=6	L

17	<p>Lack of communication with parents/ carers and staff members, including those new to the school</p>	<ul style="list-style-type: none"> Parents/carers may feel anxious about their child returning back to school or may not want child back to school due to lack of information on the controls in place to manage the risk of Covid-19. Staff may feel anxious about returning to school due to lack of information provided or the expectation placed on staff on returning back into the workplace. 	x	x	<ul style="list-style-type: none"> Key class information is available on the school website class pages, as well as key documentation/information being shared throughout the year via School PING. Any regular updates for parents/carers linked to COVID-19 will be sent out via School PING and will also be placed on the school website so they are accessible as will be provided to parents/carers as soon as we are able to do so. The school website will continue to have a designated section on the website linked to Covid-19 information so that it is clearly available. In addition to this, there is also information on the school website linking to: Government/Local Authority/NHS/PHE websites, Early Help, Mental Health, Domestic Abuse, Safeguarding, Online Safety, etc information that parents/carers/staff may wish to access. Additional arrangements/ supporting resources were put in place prior to closing for summer 21 for our SEND pupils to help them to prepare for their return in September. Social Stories linked to COVID-19 are also available on the school website for all children to access. School has a staff communication waterfall system in place so that all important information can be cascaded to staff and so that staff are aware who they need to contact in the event of any further lockdown. Where appropriate, Governors meetings will continue to take place using a hybrid method, with some meetings being held remotely via Microsoft Teams and some meetings being held onsite, where necessary. Email will also be used as a key tool to communicate between meetings. The shared Governor drive will continue to be used to share key paperwork and documentation. School has an open-door policy in place and staff are able to speak to a Senior Leader/Chair of Governors to share any concerns that they have/raise any questions, which are answered and – where the answer is relevant to all staff – this information is also communicated on a wider spectrum. Prior to reopening in September 21 and at key points throughout the year, all systems/procedures/key documentation/policies have been shared with staff. Documentation has also added to the staff shared drive. A review session will also take place as part of INSET in September, and staff will be given the opportunity to ask questions, raise concerns, etc. On returning to school, an induction took place with all children to go over procedures, including those linked to Covid. Children will be given regular reminders about these and will be given the opportunity to ask questions. Daily reminders will also be given linked to key procedures, e.g. handwashing, what to do if they are feeling unwell, etc. Reminders done on each return following a holiday. A key focus will continue to be mental health and well-being and there will be activities/time designed to focus on this for both pupils and staff. Morning briefings will be reintroduced from September. Transition activities took place in July prior to finishing for the summer break for all classes. All transition arrangements linked to our Reception new starters was shared with parents/carers as well as being added to the school website so that it is easily accessible, with socially distanced welcome meetings taking place before the summer. Key information to be shared with families of any new starters to other year groups. 	2x2=4	L	<ul style="list-style-type: none"> Ensure regular 1-1 'check-in' sessions are held with staff to discuss workloads, address any concerns and provide support, also to ensure that the wellbeing of staff members is not being affected. Continue to share regular communication of mental health information and open-door policy for those who need additional support. Staff to monitor the mental health and wellbeing of pupils and alert SLT of any concerns. Concerns will also be shared with parents. Any changes to procedures will be shared with parents via School PING/the school website. Standing agenda item on weekly staff meetings to give staff the opportunity to feedback/raise and concerns/issues. Section on the weekly newsletter for parents/carers for 'Important Updates and Information' to share information and reminders, if required; this is in addition to any reminders/information that is sent out via PING/on the website. Any families who are new to school linked to an in-year transfer will be given all relevant documentation linked to the usual 'new to school' information, as well as any relevant information linked to COVID-19 systems and procedures. 	2x2=4	L
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	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
20	Building and Systems not maintained prior to opening.	<ul style="list-style-type: none"> Lack of statutory inspection, testing, servicing could lead to poorly maintained equipment, injury from faulty equipment or the risk of developing legionella through the lack of water hygiene management. 	x	x	x	<ul style="list-style-type: none"> All areas of the school have undergone a deep clean during the summer. Site has remained open during much of the summer break and the Site manager/Cleaning Team have been onsite during this time. All regular daily/weekly/monthly/ annual checks have continued to be completed during school holidays including water hygiene management (flushing, water temperatures, etc). This includes scheduled checks from external water management company who have completed all their checks linked to Legionella. Daily flushing of all outlets has been done throughout partial closure. Usual cleaning regimes to be in place daily, with additional cleaning, where required. Should the Site Manager/Cleaning Team be absent, alternative arrangements will be made to ensure cover is in place and that all cleaning/maintenance procedures/systems take place during the period of absence. 	2x5=10	M	<ul style="list-style-type: none"> Following the half term/end of term breaks, all site checks have been completed prior to the school reopening for the children. <p>CO² monitors in each classroom to monitor air quality. In any room, CO₂ levels should be below 1000 parts per million (ppm) and ideally lower than 800ppm. Should the room indicator go above 1000, the room should be ventilated further – if possible – or children/staff should move to an alternative location while the room can be aired so the level can drop to lower than 1000ppm.</p>	2x4=8	L
24	Lack of Fire Wardens & First Aid Provision	<ul style="list-style-type: none"> Unable to provide adequate first aid or able to supervise fire evacuation procedure. (Risk of school closure) 	x	x	x	<ul style="list-style-type: none"> School have a more than adequate number of Fire Wardens. SLT/Site Manager have reviewed fire/evacuation procedures and an updated Fire Management Plan for the academic year 2021-22; this has been shared with all staff prior to the September, with all staff being aware of any changes linked to their class/themselves, including any amended roles and responsibilities. Copies are available on the shared staff drive. Fire Evacuation posters in classrooms/around the school building so that systems are clearly displayed for children, staff and anyone else who attends the school site. Where needed, Fire Procedures will be shared with any visitor to site, including contractors. Alternative fire assembly point for any visitors to site; within the area where the canopy was previously. School have more than adequate numbers of first aiders. First aid posters are already located at different places around the school building. All classes will be provided with a first aid kit and first aid logbook will remain with the class wherever they are within the school building. Additional cleaning kits will be available in all classes, as well as in key areas of the building; each one of these will have a set of PPE (face shield, IIR mask, gloves, apron) for use in case this is needed. Instructions for how to correctly use PPE is held with all PPE kits.) If there is a First Aid emergency where additional support is needed, contact should be made with the school office who will coordinate additional support. Defibrillator will be relocated to the disabled toilet so that this is easily accessible in an emergency. 	2x4=8	L	<ul style="list-style-type: none"> PEEP to be put in place for anyone who would require assistance (none at present). This would be assessed, and any changes put in place if required. PEEP to be shared with all relevant parties. Where there is staff absence of a member of staff with a responsibility in the Fire Management Plan, SLT to ensure that cover is in place to ensure this role is covered. Local Authority to be contacted if staff absence has resulted in low numbers of Fire Wardens/First Aiders that would impact on safe systems of working. If used for first that might be aerosol generating, PPE should be correctly disposed of in-line with guidance. Disposable ice packs are available with all first aid kits. <p>See GN 25 – First Aid via MSS See Guidance on Covid-19 in relation to carrying out CPR and resuscitation</p> <p>(Link sent to all staff and First Aiders in June 2020 with staff confirming they have watched/understand the changes to CPR and resuscitation in relation to COVID-19 – Reminder was sent out in September prior to school reopening).</p>	2x4=8	L

26	Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance	<ul style="list-style-type: none"> Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance. Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<ul style="list-style-type: none"> School to follow the most current government/local authority guidance/PHE. Staff should ensure they keep up to date with this and any changes/additions to procedures will be shared with the wider staff team. Open door policy in place for any staff who have questions linked to this. Clear procedures in place for what staff need to do if they are unwell/showing symptoms of COVID-19; which includes consideration of the latest LA/Government guidance. By September 2021, most staff will be double vaccinated, with most staff also having had their booster by Spring. Additional handwashing/cleaning procedures continue to be in place. If a member of staff/pupil is displaying symptoms of Covid-19/becomes unwell with symptoms linked to Covid-19, they must stay at home and avoid contact with other people, only returning to school once their temperature has returned to normal levels and they are also well enough to return. <p>STAFF</p> <ul style="list-style-type: none"> Should the member of staff become unwell and have symptoms of Covid-19, they must inform SLT as soon as possible. Where needed, in consultation with medical professionals, individual risk assessments to be in place for those identified as clinically vulnerable/extremely clinically vulnerable/pregnant; these risk assessments will be reviewed half termly (as a minimum). Self-isolation for adults following a positive test = 5 days. Staff can return to school after 5 days as long as they do not have a temperature and are well enough to do so. If staff members are still testing positive after 5 days but do not have a temperature/are well enough to return to work, they are requested to wear a face covering until day 10/they are no longer positive, whichever day is sooner, as guidance note that <i>'If you have COVID-19, you can pass on the virus to other people for up to 10 days from when your infection starts. Many people will no longer be infectious to others after 5 days.'</i> <p>PUPILS</p> <ul style="list-style-type: none"> If a child is displaying symptoms of Covid-19, school ask that they DO NOT bring their child into school until they are well enough to return. Should a child become unwell during the school day with symptoms of Covid-19 (listed to the right), parents/carers will be asked to collect their child as soon as possible and they will be asked to keep their child at home until they are well enough to return, in-line with guidance. Parents/carers will be asked to keep the child at home until their temperature has returned to normal and they are well enough to return. Online Learning – via Google Classroom - will be available for pupils to access if they are well enough to do so; provision will be linked to online learning tools (SumDog, TTRockstars, Purple Mash, Reading Plus, Reading Eggs, Evidence Me), plus additional activities via Google Classroom. Self-isolation for children following a positive test = 3 days. Children can return to school after 3 days as long as they do not have a temperature and are well enough to do so. 	3x4=12	M	<ul style="list-style-type: none"> Ensure that staff are aware of the process for sending home children/staff if they become unwell with symptoms of Covid-19. Seek advice from the Public Health Team on any further action to take if an outbreak is identified. If required, learning to move online via Google Classroom. In-line with current guidance, a Covid test no longer needs to be sought to confirm the presence of Covid. Following the new Government strategy, 'Living with Covid-19' those unwell and displaying symptoms of Covid-19 should stay at home and follow guidance until they are well enough to return to school. <div data-bbox="2062 577 2576 1969" style="border: 1px solid black; padding: 5px;"> <p>Symptoms of respiratory infections, including COVID-19</p> <p>Respiratory infections can spread easily between people. It is important to be aware of symptoms so you can take action to reduce the risk of spreading your infection to other people.</p> <p>The symptoms of COVID-19 and other respiratory infections are very similar. It is not possible to tell if you have COVID-19, flu or another respiratory infection based on symptoms alone. Most people with COVID-19 and other respiratory infections will have a relatively mild illness, especially if they have been vaccinated.</p> <p>If you have symptoms of a respiratory infection, such as COVID-19, and you have a high temperature or you do not feel well enough to go to work or carry out normal activities, you are advised to try to stay at home and avoid contact with other people.</p> <p>Symptoms of COVID-19, flu and common respiratory infections include:</p> <ul style="list-style-type: none"> continuous cough high temperature, fever or chills loss of, or change in, your normal sense of taste or smell shortness of breath unexplained tiredness, lack of energy muscle aches or pains that are not due to exercise not wanting to eat or not feeling hungry headache that is unusual or longer lasting than usual sore throat, stuffy or runny nose diarrhoea, feeling sick or being sick <p>If you are feeling unwell with these symptoms you should get plenty of rest and drink water to keep hydrated. You can use medications such as paracetamol to help with your symptoms. Antibiotics are not recommended for viral respiratory infections because they will not relieve your symptoms or speed up your recovery.</p> </div>	2x4=8	L
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	HAZARDS	POTENTIAL HARM	PERSONS AT RISK (mark x as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
27	Risk of infection due to 1:1 contact such as First Aid	<ul style="list-style-type: none"> Direct transmission of COVID - 19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	x	x	x	<ul style="list-style-type: none"> Masks and adequate PPE to be worn where First Aid may involve aerosol generating situations. This will include IIR mask as a minimum if the activity is likely to generate aerosols. This includes if a child has been sick or has had a toileting accident. PPE kit at First Aid station, including instructions for how to use/dispose of it safely. Staff who have administered first aid to ensure cleaning and handwashing has taken place following first aid being given. All first aid to be logged in the class first aid logbook so there is a record of what happened and what first aid was administered. 	3x4=12	M	<ul style="list-style-type: none"> Emergency inhaler to be used on only one occasion then disposed of. Office to be made aware if this occurs so that an additional inhaler can be purchased to replace it. Medication administered to children will need to follow existing school medication policy, with parents completing a medication form. 	2x4=8	L
29	Reporting of injuries, Diseases and Dangerous Occurrences to the HSE	<ul style="list-style-type: none"> Lack of reporting to the HSE any incident in work that has led to the possible exposure of covid-19 	x	x	x	<ul style="list-style-type: none"> Winwick CE Primary School buy into the local authority SLA for the Health & Safety Service. Normal reporting procedures will remain in place with regard to escalating to SLT where there is an incident that needs reporting to the HSE; a member of SLT (or office staff instructed by the SLT) will liaise with the Community Safety and Resilience Team who are the responsible party for reporting incidents linked to COVID-19 to the HSE. School will also liaise with Public Health England on any matter linking to COVID-19 and follow the instructions that are given. If input is needed from more than once individual to make a RIDDOR report, this will be done by liaising with AC in the main office. Contact details for the Community Safety and Resilience Team to be shared with all staff via the staff noticeboard and Google Drive and along with a summary of RIDDOR for all team members so they are aware that, should an incident of this nature occur, it needs reporting not only to the SLT but also to the HSE and that there are deadlines involved with this. 	2x5=10	M	<ul style="list-style-type: none"> All relevant staff to be made aware of the changes made to the Reporting of Injuries, Diseases and Dangerous Occurrence Regulation 2013 to ensure the appropriate information is sent to the Community Safety and Resilience Team via the online accident/incident reporting system – who will report onto the HSE on the behalf of all Community schools and those that buy into the H&S Service via an SLA. <p>See HSE guidance re RIDDOR and Coronavirus (COVID-19)</p>	2x4=4	L

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			STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
30	Emotional distress, upset/ worry linked to: returning to school, events linked to the Coronavirus pandemic and ongoing challenges because of this.	<ul style="list-style-type: none"> Impact of Covid on the emotional, wellbeing and mental health of members of the school community. 	x	x	x	<ul style="list-style-type: none"> Activities linked to mental health and well-being will form a key element of the curriculum. School website contains wide range of materials to support individuals and families through bereavement or emotional stress. Staff and families directed towards materials through weekly meetings or pupil welfare calls. SLT/SENDCo will monitor vulnerable pupils and support will be put in place where required. Transition support was put in place prior to the summer break so that children/parents/carers are aware of changes to school routines so that they can ensure children are prepared for their return in September. Additional contact/transition support for those children returning to school with an EHCP. On return, focus will be given to ensure that children are aware of/understand the new procedures and systems that are in place and this will be regularly reinforced. Staff will plan activities that are designed to support children with their mental health and wellbeing and these will take place regularly throughout the week, with staff raising any concerns about a child's mental health and wellbeing with the SLT so that support can be put in place. During previous school closure, a number of school staff have completed CPD training linked to: <ul style="list-style-type: none"> Anxiety: = 7 x members of staff Mental Health First Aid = 6 x members of staff Child Mental Health = 3 x members of staff Wellbeing First = 2 x members of staff Mental Health Training – all teachers/TAs – understanding mental health, resilience, CAHMS, Bereavement Training = 2 x members of staff Open door policy in place for staff/SLT/Governors if they are concerned about their mental health and wellbeing and resources have been shared with staff linked to places that they can seek help and support for themselves if they feel they are struggling with this. 	3x5=15	H	<ul style="list-style-type: none"> Pupils suffering from anxiety may need to have reduced time in school to support their emotional needs and have a planned phased return over the first couple of weeks of the term. The systems and routines embedded initially will be designed to support the children's transition and emotional wellbeing. Mental Health/Wellbeing information/reminders, etc given at staff briefings/staff meetings. Nurture Room/Rainbow Room is already available upstairs for use where needed. 	3x3=9	M

It is important that all members of the school community are aware of and follow the risk assessment and safety measures that have been put in place to minimise risks linked to Covid-19 while on and around the school site. School request/encourage all staff/parents/carers/pupils/visitors to follow government guidance, with regard to Covid-19, when outside of school. No member of the school community must come onto site if they are unwell with symptoms of COVID-19; they should follow government guidelines and only return to school once their temperature has returned to normal/they are well enough to return. They should follow all guidance from Government/Public Health England.

This Risk Assessment has been shared with:

- ✓ May 2020 RA/19th July 2020 RA: Local Authority (who have also reviewed/checked it)
- ✓ Chair of Governors
- ✓ School Governors
- ✓ Whole staff team
- ✓ Parents/Carers/Wider community on the school website
- ✓ Original Risk Assessment, from which this was derived, was shared with Unison on 10.09.20.