

RISK ASSESSMENT FOR: Scott Primary	Coronavirus (COVID-19)	Date: 21.08.20
Assessment by: Signature: <i>A. Barker</i>	Date of assessment: 21.08.20	Date of review: In line with government updates
Print name: ANITA BARKER	Location of activity: South and North Pole	



Key risks:

- Spread of Covid-19
 - Someone becomes unwell with Covid-19 symptoms
 - There is a confirmed case of coronavirus
 - Staffing: The school is in danger of closing because of low staffing levels
 - Resources: Resources are running low so school at risk of closing
 - Cleaning: Stocks/staffing are dangerously low putting school at risk of closure
 - Health and Safety: Staff, parents, unions deem the health and safety measures in place inadequate resulting in low staffing or student attendance levels
 - Site constraints: adaptations to make the site safe within Covid-19 guidelines are physically or financially prohibitive
- Workload: staff workload in terms of emergency curriculum planning and adaptation is prohibitive in terms of time and practicality

Hazard / Risk	Who is at Risk?	How can the hazards cause harm?	Risk rating	Normal/DfE Control Measures	Are Normal Control Measures Y/N/NA	
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Spread of Covid-19	<p>Children, Staff Visitors and Cleaners</p> <p>Vulnerable groups- Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>	<p>The symptoms of coronavirus are:</p> <ul style="list-style-type: none"> • a high temperature or • a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours or • Loss of taste and smell 		<p>Minimise contact with individuals who are unwell by ensuring that those who have COVID-19 symptoms, or who have someone in their household who does, do NOT attend school.</p> <ul style="list-style-type: none"> • Communicate clearly with parents and staff to ensure that pupils, staff, volunteers or visitors, do NOT come into school if they have COVID-19 symptoms https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#people-who-develop-symptoms-of-coronavirus , or have tested positive in at least the last 10 days. • Send parents a new Home- School Agreement to sign. • If anyone becomes unwell with a new, continuous cough, a high temperature or a loss of smell or taste in an education or childcare setting, they must be sent home and advised to follow the “Stay at home: guidance: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance for households with possible or confirmed coronavirus (COVID-19) infection, which sets out that they should self-isolate for at least 10 days and should arrange to have a test. • If a child is awaiting collection, they should be moved, if possible, to the cookery room at the North Pole and the conservatory at the South Pole, to be accessed via the outside door for parents when collecting. The child can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision. Ideally, all windows should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people. • If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible (disabled bathroom by the office at the North Pole and the Year 2 boys’ toilets at the South Pole). The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. • PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and 		

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Spread of Covid-19	<p>Children, Staff Visitors and Cleaners</p> <p>Vulnerable groups- Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>			<ul style="list-style-type: none"> Clean their hands on arrival at the setting, before and after eating, and after sneezing or coughing, after using the cloakroom, after playtimes. Ensure that help is available for children and young people who have trouble cleaning their hands independently encourage young children to learn and practise these habits through staff modelling. games, songs and repetition. Refer to the e-Bug coronavirus (COVID-19) website for resources to support this: https://e-bug.eu/eng_home.aspx?cc=eng&ss=1&t=Information%20about%20the%20Coronavirus <p>Encourage good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach:</p> <ul style="list-style-type: none"> Use a tissue or elbow to cough or sneeze and use bins for tissue waste (‘catch it, bin it, kill it’). Each class to have a separate, labelled tissue bin with a lid. Ask parents to provide tissues for their children. Children are encouraged not to touch their mouth, eyes and nose. SENCo to complete individual risk assessments for those children with complex needs who might struggle to maintain good respiratory hygiene. <p>Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products:</p> <ul style="list-style-type: none"> follow the guidance for cleaning non-healthcare settings: https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings , in addition to the existing advice on cleaning when there is a suspected case. Staff members in each “bubble” to often clean frequently touched surfaces within the classroom and record this on the daily cleaning log. Toilets to be cleaned additionally in the middle of the day by the site team. Children must wash their hands after using the toilet. 		

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Spread of Covid-19	Children, Staff Visitors and Cleaners Vulnerable groups- Pregnant workers, those with existing underlying health conditions			<ul style="list-style-type: none"> where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation get in touch with public sector buying organisation partners (for example ESPO, YPO, NEPO) about proportionate supplies of soap, anti-bacterial gel and cleaning products if needed there is no need for anything other than normal personal hygiene and washing of clothes following a day in an educational or childcare setting. PPE to be provided for first aid, including COVID related and also intimate care with a child. 		
Spread of Covid-19	Anyone else who physically comes in contact with someone in relation to school			<p>Minimise contact between individuals and maintain social distancing wherever possible:</p> <ul style="list-style-type: none"> Children to be in “class bubbles” and to be kept away from other “bubbles”. Children who attend Scotties will be kept in year group “bubbles”. No contact sport to be played at school. one-way circulation in the corridors at the North Pole. Staff to be told that before leaving their classrooms, with children, they must look out of the door and only take children into the corridors if nobody else is in the corridor. staggering breaks to ensure that any corridors or circulation routes used have a limited number of pupils using them at any time. staggering lunch breaks - children must clean their hands beforehand and they will eat in their classrooms. The tables will be wiped by a member of staff before the children eat. The tables will be wiped after the children have eaten. This means that children are not sharing a lunch space with other “bubbles”. ensuring that toilets do not become crowded by limiting the number of children or young people who use the toilet facilities at one time. All children should be accompanied to the toilet at all times, wherever possible. At the South Pole, all classes have a TA, so accompanying the younger children will be possible. A maximum of 2 children in the toilet at a time at the South Pole. 		

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Spread of Covid-19	Children, Staff Visitors and Cleaners			<ul style="list-style-type: none"> A maximum of 4 children in the toilet at a time at the North Pole. Where classes share a TA, the children should be taken to the toilet regularly, ensuring that children remain within their “bubbles” to go to the toilet. noting that some children and young people will need additional support to follow these measures (for example with other meaningful symbols, and social stories to support them in understanding how to follow rules) 		
Spread of Covid-19	Vulnerable groups- Pregnant workers, those with existing underlying health conditions			<ul style="list-style-type: none"> Children will be seated side by side and face forward. (Depending on the age of the children). Younger children will be spaced apart from each other when completing an adult led task. No assemblies, other than virtual assemblies. <p>No singing with more than 15 children.</p> <ul style="list-style-type: none"> No use of musical instruments that require blowing and which cannot be wiped in between use. 		
Spread of Covid-19	Anyone else who physically comes in contact with someone in relation to school			<p>Use outside space:</p> <ul style="list-style-type: none"> for exercise and breaks for outdoor education, where possible, as this can limit transmission and more easily allow for distance between children and staff - outdoor equipment can now be used, but children must clean their hands before going out to break and using the equipment and then the children must clean their hands afterwards. Children will come to school in their PE kits on the days they have PE lessons, to avoid the unnecessary use of shared spaces e.g, the changing rooms. Social distancing will still be encouraged especially with the older children. Each class “bubble” will have its own box of balls and play equipment for break times. The equipment will be cleaned at the end of every day by a member of staff from each “bubble” and this will be recorded on the daily cleaning log. Playgrounds and outdoor areas will be zoned and timetabled. Only 1 class “bubble” will use any one outdoor area at a time. 		
Spread of Covid-19				<p>For shared rooms:</p> <ul style="list-style-type: none"> use halls and internal and external sports facilities for PE if the weather does not allow for outdoor PE, which is preferable. guidance on the phased return of sport and recreation and guidance from Sport England for grassroot sport advice from organisations such as the Association for Physical Education and the Youth Sport Trust 		

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				Reduce the use of shared resources: <ul style="list-style-type: none"> by limiting the amount of shared resources that are taken home and limit exchange of take-home resources between children, young people and staff.. By seeking to prevent the sharing of stationery and other equipment where possible. Children to be given their own bag of pencils with names on them.. Registers no longer to be taken to the office. SIMS registers to be taken. A member from the class bubble team will take the dinner register to the kitchen for any required packed lunches. Staff NOT to physically sign in each morning, but to wave at the office staff, who will record their attendance. Only children in Years 5 & 6 to bring mobile phones to school. These must be handed into class teachers as soon as the children come into class. They will then be put into a box and put in a secure place within the classroom. 		

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If a child or member	Students Staff Visitors, Cleaners	Infect other people		<ul style="list-style-type: none"> .Children to be told NOT to touch the front of their mask. Children must wash/ clean their hands and dispose of temporary masks in a covered bin located in the staff toilets, or for children located in the classroom. 		

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of staff comes to school wearing a mask.	Vulnerable groups- Pregnant workers, those with existing underlying health conditions Anyone else who physically comes in contact with someone in relation to school			<ul style="list-style-type: none"> Reusable masks must be placed in a plastic bag that the children must provide, to be taken home again. Their hands must be washed again following the removal of masks. The Home –School Agreement will outline this clearly to parents and the use of face masks by children will be discouraged on the school site. See safe working in education, childcare and children’s social care: https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care 		

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There is a confirmed case of coronavirus	Students Staff Visitors Cleaners Vulnerable groups- Pregnant workers, those with existing underlying health conditions	Threat to health / life Infect other people		Engage with the NHS Test and Trace Process: <ul style="list-style-type: none"> book a test if they or their child are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit School to provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace self-isolate if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19) 		

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	Anyone else who physically comes in contact with someone in relation to school			<ul style="list-style-type: none"> Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. <p>School to ask parents and staff to inform them immediately of the results of a test:</p> <ul style="list-style-type: none"> if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating. if someone tests positive, they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’ and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days. <p>Manage confirmed cases of coronavirus (COVID-19) amongst the school community</p> <ul style="list-style-type: none"> School to contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace. The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious (this is likely to be the class bubble). 		

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				<ul style="list-style-type: none"> Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'. They should get a test, and: if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. if the test result is positive, they should inform their setting immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' If we have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required <p>Review Pastoral support for both staff and students in terms of supporting families where Covid-19 is confirmed and where outcomes are serious: ie. Life-threatening and life-taking.</p> <p>Make sure staff are aware of the Bereavement Policy.</p>		

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Staffing: The school is in danger of closing because of low staffing levels	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups- Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>	<p>Dangerous levels of supervision for students</p> <p>Inadequate support for students and staff</p> <p>Inadequate first aid provision</p>		<p>Staffing levels are monitored and are sufficient to ensure there are enough members of staff to supervise students in school. There is a register of staff under the following headings:</p> <ul style="list-style-type: none"> • staff who have/had Covid-19 • staff whose family members have Covid-19 <p>Support and Site staff levels are monitored to ensure there are enough members of staff to provide support and site maintenance/cleaning.</p> <p>Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, difficulty in breathing and high temperature, loss of taste and smell and are kept up-to-date with national guidance about the signs, symptoms and transmission of coronavirus.</p> <p>Any member of staff who displays signs of being unwell, such as having a cough, fever or difficulty in breathing, is immediately sent home and advised to call 999 if they become seriously ill or their life is at risk.</p> <p>Staff ensure that any unwell members of staff who are waiting to go home are moved to the appropriate Red Room (isolation room) at either site (conservatory at the SP and cookery room at the NP). Areas used by unwell members of staff who need to go home are appropriately cleaned once vacated. If staff are waiting to go home, they are instructed to use different toilets to the rest of the school to minimise the spread of infection.</p> <p>Spillages of bodily fluids, e.g. respiratory and nasal discharges, are cleaned up immediately in line with the Health and Safety Policy, using PPE at all times.</p> <p>Staff are encouraged to transfer information digitally, e.g. via email, and to avoid transferring information in paper format.</p> <p>Staff are informed via email that they must not enter the school premises if they show signs of being unwell and believe they have been exposed to coronavirus.</p> <p>Staff do not return to school before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with local and national guidance.</p>		

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				<p>Staff inform the Headteacher when they plan to return to work after having coronavirus.</p> <p>Everyone is instructed to monitor themselves and others and look out for similar symptoms if somebody has been sent home with suspected coronavirus.</p> <p>Staff are vigilant and report concerns about their own, a colleague's or a pupil's symptoms to the headteacher.</p> <p>Communication channels are available to all staff.</p> <p>Staff are informed via email about who they can talk to if they have concerns, e.g. about their commitments, health, workload and mental wellbeing.</p> <p>Staff are encouraged to communicate remotely, where possible, and to minimise close-proximity interaction.</p> <p>Staff are encouraged to discuss how to manage their workload and balance their commitments, e.g. caring for dependants.</p> <p>Staff are aware of how to report sickness and how they will be paid during their absence.</p> <p>All staff members' emergency contact details are up-to-date, including alternative emergency contact details, where required. Staff members' alternative contacts are contacted where their primary emergency contact cannot be reached.</p> <p>The Covid 19 First Aid Policy is up-to-date and outlines the management of medical emergencies – medical emergencies are managed in line with this policy.</p> <p>Staff follow the national guidelines on social distancing both in and out of school.</p> <p>Where a member of staff must accompany or supervise a pupil showing symptoms of coronavirus, infection control procedures and social distancing arrangements are adhered to at all times.</p>		

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				<p>Staff and volunteers avoid non-essential work-related travel, where practicable,</p> <p>Where practicable, staff always keep at least two metres apart and avoid close proximity interaction. Where close proximity interaction (being less than two metres apart) cannot be avoided, staff and volunteers are instructed to:</p> <ul style="list-style-type: none"> • Identify beforehand which tasks must be done in close proximity to others and which tasks can be carried out at a distance or remotely. • Work facing away from each other or side-by-side, where possible, instead of face-to-face. • Where face-to-face interaction is essential, minimise the frequency and duration of the interaction. • Limit close proximity interaction to 15 minutes at a time. • Limit the number of people in close proximity interactions to no more than two people. <p>The size and frequency of essential group gatherings is limited to no more than six, with the exception of the SLT, who will meet in a large space with more than 2m between each of them, if a virtual meeting is not practical. This is communicated to staff and volunteers via email.</p> <p>Where staff must work in teams to carry out their role or perform a task, teams are arranged beforehand and, where possible, team mixing is minimised.</p> <p>Where group gatherings must occur in larger numbers or higher frequency, alternative arrangements are put in place and enforced by the Headteacher, e.g. remote meetings are arranged.</p> <p>The use of communal areas, e.g. the staff room, is limited to avoid unnecessary group gatherings – staggered times. They also have 2 metres floor markings.</p> <p>Staff to use their own mugs and cutlery</p> <p>Staff NOT to make drinks for colleagues.</p> <p>Floor markings or signs are used, where necessary, to indicate any two-metre spacing, e.g. where queues are likely to form. (In the corridors at the NP and SP).</p> <p>Contact with parents is minimised and alternative arrangements are in place – where contact with parents must occur face-to-face, infection control procedures</p>		

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				<p>and social distancing arrangements are communicated to parents. Signage will be placed around the grounds with instructions.</p> <p>Parents are not to enter the school building.</p> <p>The office staff to keep the glass screen SHUT at all times to provide a barrier.</p> <p>Staff experiencing anxiety or staff who have concerns are supported to ensure they are comfortable coming into school and to ensure maximum staff availability / attendance.</p>		

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<p>Resources: Resources are running low so school at risk of closing</p>	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups-, Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with</p>	<p>Inadequate level of resources to support student learning and curriculum delivery</p> <p>Inadequate resources to keep students safe</p>		<p>Sound financial management</p> <p>Weekly review of resources</p> <p>Increased costs are recorded and monitored:</p> <ul style="list-style-type: none"> • Additional cleaning required due to confirmed or suspected coronavirus cases. • Site staff to undertake cleaning across both sites during the day. 		

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Cleaning: Stocks / staffing are dangerously low putting school at risk of closure	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups- , Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>	<p>Critical levels of cleaning products lead to an inability to secure clean working environments which will lead to an increased risk of infection or spreading of the virus</p> <p>Inadequate support for students and staff</p>		<p>A good supply and stock of soap and alcohol-based hand sanitiser; adequate hand-washing facilities to enable staff, students and visitors to clean hands more often than usual - washing hands thoroughly for 20 seconds with running water and soap and drying them thoroughly or using alcohol hand rub or sanitiser ensuring that all parts of the hands are covered</p> <p>Good respiratory hygiene is promoted through the 'catch it, bin it, kill it' approach; plus, readily available tissues. The guidance poster will be displayed in all class bubbles, cloakrooms and staff rooms.</p> <p>A good supply and stock of standard cleaning products, such as detergents and bleach to ensure that frequently touched surfaces are cleaned often.</p> <p>Ricardo to walk entire site at the start of each day to check and refill soap dispensers and alcohol hand gel bottles.</p> <p>Staff to contact the Site Team immediately if hand gel or cleaning materials are running low in their rooms.</p>		

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<p>Staff could be exposed to COVID-19 if a child/member of staff becomes unwell.</p>	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups-, Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>	<p>Transmission of COVID-19</p>		<p>Where necessary, wear appropriate personal protective equipment (PPE):</p> <p>The majority of staff in education settings will not require PPE. PPE is only needed in a very small number of cases, including:</p> <ul style="list-style-type: none"> • where an individual child becomes ill with coronavirus (COVID-19) symptoms while at school, and only then if a distance of 2 metres cannot be maintained. However, any member of staff taking a child with COVID-19 symptoms to the “Red Room” should wear PPE. • Where a child has an intimate care plan that involves the use of PPE, in which case, the same PPE should be used. <p>Refer to safe working in education, childcare and children’s social care for more information: https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care</p>		

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<p>Site constraints: adaptations to make the site safe within Covid-19 guidelines are physically or financially prohibitive</p>	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups- Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>	<p>Dangerous levels of supervision for students</p> <p>Inadequate first aid provision</p> <p>Inadequate support for students and staff</p>		<p>Review what physical changes and adaptations will need to be made to the site – both in terms of a safe entry/exit to the school for all and safety around the site during lessons and recreation times.</p> <p>Review Pandemic Plan in terms of how the site will be secured if any cases of Covid-19 occur.</p> <p>Review Lettings and make decisions as to when these may be re-started.</p> <ul style="list-style-type: none"> • Anyone hiring the hall/ school must provide their COVID-19 Risk Assessment to the Facilities Manager in advance of hiring the space. • Anyone hiring the hall/ school must clean their way out of it. 		

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Visitors/contractors visiting the site.	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups- Elderly, Pregnant workers, those with existing underlying health conditions</p> <p>Anyone else who physically comes in contact with someone in relation to school</p>	Could lead to increased transmission of COVID-19.		<ul style="list-style-type: none"> All contractors should have booked an appointment in advance with the Facilities manager. Appointments where possible, should not be during school hours, unless they can guarantee that they will not be coming into contact with others. All contractors will be made aware of the social distancing measures in place and will be asked to use hand gel on entry to the site. A record must be kept of all visitors to the school by the office staff, this includes contractors. This should include a contact number for the visitor. All deliveries to the school must be left outside the main office door. 		

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Workload: staff workload in terms of emergency curriculum	<p>Students Staff Visitors Cleaners</p> <p>Vulnerable groups-</p>	<p>Excessive staff workload</p> <p>Staff stress and anxiety; poor levels of wellbeing</p>		<ul style="list-style-type: none"> Review the workload associated with different ways of working, including the preparation of blended learning, where children/ "bubbles" are isolating, to ensure staff have a reasonable work-life balance and to ensure that workload does not increase. (The move towards PPTs). https://www.gov.uk/guidance/school-workload-reduction-toolkit 		

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planning, in the case of families self isolating or a local lockdown and adaptation is prohibitive in terms of time and practicality	Children	Dissatisfaction Inability to teach effectively Staff absence		<ul style="list-style-type: none"> Ensure that remote-learning is managed well so that feedback workload does not increase. Ensure that technology enhances learning and that time is provided for staff to learn how to use new technologies. Review communications and ensure that staff, students and parents are kept up-to-date and 'in touch'. Use remote communication strategies for meetings (virtual meetings) where possible . Address social needs as well as organisational needs. 		

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Children being at risk of missing learning time due to self-isolation requirements. Children being at risk of poor attendance.	Children Children	Children will fall behind with their learning.		<ul style="list-style-type: none"> If rates of the disease rise in our local area, children (or family members) from our area, and our area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent. Teachers to provide powerpoints for lessons to be added to the school's Google Drive, which will be sent home for absent pupils. Paper copies of powerpoints to be delivered by staff to those families who do not have access to the Internet or paper at home. Ensure that technology enhances learning and that time is provided for staff to learn how to use new technologies: See remote learning section of the full opening of schools guidance. https://www.gov.uk/government/publications/coronavirus-covid-19-online-education-resources 		

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				<ul style="list-style-type: none"> Attendance Manager to closely monitor attendance levels of all children and involve Family Support Manager with discussions with families. If parents of pupils with significant risk factors are concerned, we will discuss their concerns and provide reassurance of the measures we are putting in place to reduce the risk in school. Use pupil premium funding to put measures in place for those families who will need additional support to secure pupils' regular attendance. 		

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Staff being absent due to anxiety about returning to work.	Staff	Insufficient staffing levels.		<ul style="list-style-type: none"> If staff are concerned, including those who may be clinically vulnerable, clinically extremely vulnerable or at increased comparative risk from coronavirus, Head teacher to discuss any concerns individuals may have around their particular circumstances and reassure staff about the protective measures in place. The Head teacher will deal with any concerns on a case- by- case basis, these will be dealt with fairly, confidentially and with the full backing of the Governing Board. If staff feel more reassured by wearing a face mask, this will be supported by the Head teacher. The Department for Education is providing additional support for both pupil and staff wellbeing in the current situation. Information about the extra mental health support for pupils and teachers is available. The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing. 		

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Children being anxious about returning to school.	Children	Detrimental to children's mental health and well-being.		<ul style="list-style-type: none"> Clinically vulnerable staff can return to school in September. While in school they should follow the sector-specific measures in this document to minimise the risks of transmission. Pregnant women are in the 'clinically vulnerable' category, and are generally advised to follow the advice in this document, which applies to all staff in schools. All staff to identify children at risk of poor mental health and support through interventions, including daily check-ins, well-being groups and emotional literacy. Staff to refer to: https://www.youtube.com/watch?time_continue=1&v=MYmBLnSQh3M&feature=emb_title Staff to refer to: https://www.gov.uk/guidance/teaching-about-mental-wellbeing 		

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Children at risk of poor behaviour and lack of engagement, due to long absence from school.	Staff Children	Disruption to learning.		<ul style="list-style-type: none"> Behaviour policy to be revised and shared with staff, children and parents. Expectations for handwashing and social distancing to be regularly shared with the children and parents. 		

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