



RISK ASSESSMENT FORM

Workplace	Alfriston Primary School	Likelihood (L)	X	Severity (S)
Department		Almost Impossible	1	Insignificant (minor injury, no time off)
Risk Assessor	Tanya Fitzgerald	Unlikely	2	Minor (injury and up to 7 days off)
Room/Area	Whole school	Possible	3	Moderate (injury causing more than 7 days off)
Activity/Task	School opening during the Covid-19 pandemic	Likely	4	Major (death or serious injury)
Date		Almost Certain	5	Catastrophic (multiple deaths)
Benefit of activity		Low = 1-8	Medium = 9-14	High = 15-25

This model document was updated on 4 November 2020.

It is being kept under review as the Government and reviews of the impact of COVID-19 publish updated guidance by Public Health England.

What are the significant, foreseeable, hazards? (the dangers that can cause harm)		Who is at Risk?	Current control measures (What is already in place/done)	Risk Rating			What additional control measures can be put in place to reduce the risk further?	Revised Risk Rating		
				L	S	R		L	S	R
1.	<p>Potential transmission to clinically vulnerable staff and pupils</p> <p>Guidance is available in the <u>DfE Guidance for full opening – schools</u></p> <p>And</p> <p><u>Education and childcare settings: New National</u></p>	All members of school community	<p>1a. Pupils:</p> <ul style="list-style-type: none"> The school will continue to remain open for all children and young people as we have since the start of the autumn term. Being at school is vital for children's education and for their wellbeing. For the vast majority of children, the benefits of being back in the classroom far outweigh the low risk from coronavirus (COVID-19). We 	2	5	10	<p>1a. Pupils:</p> <p>Communicate with parents of clinically vulnerable pupils to:</p> <ul style="list-style-type: none"> Reassure them of the additional risk assessments and control measures that are currently being taken <p>Pupils who are under the care of a specialist health professional:</p>	2	5	10

	<p><u>Restrictions from 5 November 2020</u></p>		<p>have taken actions to reduce the risks still further.</p> <ul style="list-style-type: none"> Any pupil who is unable to attend school because they are complying with clinical and/or public health advice to be provided with access to remote education https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools <p>1b. Staff:</p> <ul style="list-style-type: none"> The school will continue to assess the health and safety risks to staff and meet our equality duties as per their local procedures. Governors and leaders will pay regard to the work-life balance and the wellbeing of all staff including the headteacher. We will ensure we have explained to all staff the measures we are proposing to put in place and will involve all staff in the process Where appropriate Individual staff risk assessments for COVID-19 will be conducted in line with the latest guidance. Review systems to support the well-being of staff who may be anxious. Information about the 			<ul style="list-style-type: none"> Parents are requested to discuss their child's care needs with their health professional to ensure appropriate risk controls. Further advice is available from the Royal College of Paediatrics and Child Health. <p>1b. Staff:</p> <ul style="list-style-type: none"> Clinically Extremely Vulnerable (CEV) employees should work from home during the period of national restrictions, and where this is a teacher, school will consider what arrangements can be made for them to deliver lessons virtually from home, where possible, with support staff supporting children in the classroom <u>Guidance on shielding and protecting people who are clinically extremely vulnerable from COVID-19</u> Consider staff who may otherwise be at increased risk from COVID-19. PHE's <u>COVID-19: review of disparities in risks and outcomes report</u>. Headteachers should consult with BAME staff to review and revise deployment if appropriate. BAMEed's 			
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			<p><u>extra mental health support for pupils and teachers</u> is available. <u>The government has just launched the Wellbeing for Education Return programme.</u></p> <ul style="list-style-type: none"> Supply teachers and other temporary or peripatetic teachers (Section 2 of the Guidance for full opening: schools 4 November 2020) can move between schools, but leaders will minimise the numbers of visitors to site where possible. Volunteers are allowed in school with prior agreement but numbers kept to a minimum. Volunteers will not mix across class bubbles and will be advised to remain 2m from pupils and staff where possible. People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend the workplace 				resources may be helpful in this process. https://www.bameednetwork.com/resources			
2.	Risk of ongoing contamination from pupils and staff	All members of the school community	<p>Follow the DfE's guidance for leaders and staff in schools on use of the NHS COVID-19 app. See the guidance here</p> <p>Face Coverings</p> <ul style="list-style-type: none"> Follow the government guidance on face coverings and communicate the school's 	3	5	15		3	5	15

			<ul style="list-style-type: none"> • Revised lunch and break rotas to be followed at all times to ensure safe movement around school • Children must ask permission to use toilets to ensure staff know where children are at all times • High expectations of how children move around school upheld by all members of staff • Any incidences to be logged, and risk assessments evaluated, and changes made as a result of lessons learned. • Fire evacuation drills / lockdown drills regularly carried out. • E-safety policies and procedures updated in light of lessons learned during home learning. 									
4.	Risk of transmission between parents and pupils during school drop-off and collection times	All members of the school community	<ul style="list-style-type: none"> • Communicate to parents and carers that: <ul style="list-style-type: none"> ○ Only one parent should drop-off or collect. ○ They should maintain the 2 metre social distancing rule. ○ They should not gather at entrance gates or enter the school site. ○ They should drop off/collect at their allocated time at the relevant entrance/exit. 	2	5	10				2	5	10

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			<ul style="list-style-type: none">○ The bag in which children store their face covering must be replaced each day or the box washed/cleaned each day.									
6.	Risk of ongoing contamination from people (staff, parents/carers, visitors, contractors and/or deliveries) coming into school	All members of the school community	<ul style="list-style-type: none">● Ensure contractors, school meal providers and fruit providers can fulfil all risk assessment requirements● Visitors only allowed on to school site in exceptional circumstances.● If visitor is permitted to enter school site a clear message is shared about social distancing procedures for adults.● If a visitor is permitted to enter the school site, they will be advised to wear a face covering while moving around the school and in other areas if 2 meters social distancing cannot be maintained.● If visitors are permitted on site their names, visit date, and contact details will be kept.● The school will engage with local immunisation services and programmes as normal● Parents and carers bringing or collecting pupils during the day phone ahead and arrange to drop/collect safely and not enter the site● Strict handwashing procedures in place as soon as	2	5	10				2	5	10

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