



St Pauls Infant School

COVID 19 Risk Assessment Form



A. Risk Title		Impact of COVID 19 Coronavirus				Ref No	1																																														
B. Assessment performed by		Sarah Aldridge		Date	17.5.2020		Approved by name	Julie Oakley		Date approved																																											
Subsequent reviews	Date		By (name)		Date		By (name)																																														
	Date		By (name)		Date		By (name)																																														
C. What is the hazard or hazardous task?					Risk rating		Consequence																																														
<p>There is a potential risk of Coronavirus (COVID 19) from people entering the school which could potentially impact pupil and staff safety, if processes are not followed as per Government guidelines :</p> <p>Actions for education and childcare settings to prepare for wider opening from June 1st 2020 and Planning guide for primary schools and revised with new guidance for full opening September 2020.</p>					<table border="1"> <tr> <td rowspan="6" style="writing-mode: vertical-rl; transform: rotate(180deg);">Likelihood</td> <td>Almost certain <input type="checkbox"/></td> <td>L</td> <td>M</td> <td>H</td> <td>H</td> <td>H</td> </tr> <tr> <td>Likely <input type="checkbox"/></td> <td>L</td> <td>M</td> <td>M</td> <td>H</td> <td>H</td> </tr> <tr> <td>Possible <input checked="" type="checkbox"/></td> <td>L</td> <td>L</td> <td>M</td> <td>M</td> <td>H</td> </tr> <tr> <td>Unlikely <input type="checkbox"/></td> <td>L</td> <td>L</td> <td>L</td> <td>M</td> <td>M</td> </tr> <tr> <td>Rare <input type="checkbox"/></td> <td>L</td> <td>L</td> <td>L</td> <td>L</td> <td>L</td> </tr> <tr> <td>Low</td> <td colspan="4">Medium</td> <td>High</td> </tr> </table>		Likelihood	Almost certain <input type="checkbox"/>	L	M	H	H	H	Likely <input type="checkbox"/>	L	M	M	H	H	Possible <input checked="" type="checkbox"/>	L	L	M	M	H	Unlikely <input type="checkbox"/>	L	L	L	M	M	Rare <input type="checkbox"/>	L	L	L	L	L	Low	Medium				High	<table border="1"> <tr> <td>Neg <input type="checkbox"/></td> <td>Minor <input type="checkbox"/></td> <td>Mod <input type="checkbox"/></td> <td>Major <input type="checkbox"/></td> <td>Cata-strophic <input checked="" type="checkbox"/></td> </tr> </table>					Neg <input type="checkbox"/>	Minor <input type="checkbox"/>	Mod <input type="checkbox"/>	Major <input type="checkbox"/>	Cata-strophic <input checked="" type="checkbox"/>
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D. What is the likely harm or loss?					F. Risk before controls		H. Risk after controls																																														
Impact in the safety of pupils, staff and contractors:					High		Medium																																														
<p>The impact of the Coronavirus and the potential of the spread of infection, which has the potential to cause serious illness and in some cases fatality.</p> <p>Impact of Service interruption: Due to a lack of resources such as SLT or teaching and support staff or the inability to source effective PPE as per guidance.</p> <p>Impact on school budget: Created by the need to ensure PPE, Increased training, increased cost of individual resources and contract staff i.e. (Deep cleaning) as well as the extra cleaning materials.</p>																																																					
Pre-control risk score = Consequence x Likelihood = High																																																					
E. Who may be harmed? Staff <input checked="" type="checkbox"/> Pupils <input checked="" type="checkbox"/> Visitors/public <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Young workers <input type="checkbox"/> Trainees <input type="checkbox"/> Others (specify)																																																					
G. What controls are in place to reduce the risk? Consider in order; Elimination, Substitution, Isolation, Engineering or re-design, Training, PPE.																																																					



Children

Teaching group of no more than 30 children with all desks forward facing and 2 dedicated teaching staff working in isolation at all time from other groups.

Children will be given guidance on how to manage the expectations of the changes to the school environment. This will be modelled throughout by the teaching staff.

Parents will be given specific drop off and collection times and children will be reminded social distancing guidelines, although not being expected to be 2 m apart they will be encouraged not to touch their peers or spend time face to face. During drop off and collection times the playground will be marshalled by school staff. .

Children will only bring lunchboxes and reading books on designated days from home to avoid contamination between school and home.

Each working group will provided an environment to ensure isolation from another group including toilet and handwashing facilities and cloakroom.

Children will be encouraged to wash their hands on a frequent basis and provided with anti-bacterial gel. As well as being encouraged to maintain social distancing where and whenever possible with no face to face contact.

Playtimes to be staggered to ensure group isolation is maintained.

Lunches will be served in the hall to the children, staff serving lunch will wear masks to minimize the opportunity of contamination. Children's own lunchboxes will be disinfected on arrival.

Own resource pack provided with all equipment named and kept for each specific child to avoid cross contamination between children.

Any further equipment will be disinfected between each classes use.

Children displaying symptoms of COVID 19 to be immediately isolated and collected from school by a parent.

School will continue to provide remote learning, resources and website links to support further learning at home when children are not able to be in school.

Staff:

Staff will work with one other member in isolation with 30 children, this group will remain the same to limit cross contamination between staff and children.

School Site:

All environments to be cleared of all non-essential materials and all soft furnishing wherever reasonably practicable to reduce the potential spread of infection and to help maintain social distancing measures.

No parents allowed free access to school site, only during drop off and collection on the front playground at the pre designated times.

No admittance to parents will be allowed on the school site under any circumstances. Contact with school will need to be made via telephone or email.

Essential visitors to support children will be allowed onto site but will be accompanied by a school adult at all times. Handwashing will be insisted upon for them and they will only make contact with adults and children they have come to support.

Only contractors carrying out essential repairs are to be admitted to site, but only if they are free of COVID-19 related symptoms.

The Sunshine room will become an isolation pod to provide the segregation of any child displaying potential COVID 19 symptoms.

In the event of a child displaying COVID 19 symptoms all children to be relocated to another area away from the classroom so that it can be deep cleaned.

Common areas to be timetabled to ensure isolation of groups.

All surfaces and handles etc will be disinfected on a frequent basis.

Deep clean of the school to be implemented during half term and thorough cleaned on a daily basis.

Deliveries will only be made to the holding area outside reception and unpacked immediately and packaging disposed of. Staff will then wash their hands. To minimize this risk personal deliveries will no longer ne accepted at school.

Staff within all rooms must be limited to ensure social distancing guidelines are maintained at all times.

Increased signage provided to remind of the importance of handwashing.

Items of food, tea and coffee will not be shared unless individually wrapped to limit the possibility of cross contamination.

Post control risk score = Consequence x Likelihood = Medium



Staff will be encouraged to wash their hands on a frequent basis and provided with anti-bacterial gel. As well as being encouraged to maintain social distancing where and whenever possible.

Use of the staffroom will be limited to 8 at one time to maintain effective social distancing. The kitchen are will only allow 2 at a maximum at any one time.

PPE will be provided for staff when interacting with children who are displaying suspected symptoms of COVID 19 as well as during other first aid procedures (Face Mask, Full Face Visor, Disposable Apron and Gloves). As well as to enable them to undertake more simple first aid tasks.

Staff will be provided with adequate training on procedures while school is operating under the risk of COVID 19. Operating procedures will be provided to staff to ensure all processes are followed wherever reasonably practicable.

All staff to maintain a bare below the elbow protocol to ensure effective handwashing can be achieved and to minimize the potential for spread of infection. Also lanyards will not be worn.

All non-essential journeys during the school day will be prohibited.

The sharing of kitchen items will be prohibited all staff to provide their own individual equipment daily.

Related Documents:
 Guidance for full opening of schools July 2020
 Actions for Early years providers July 2020
 Planning guide for primary schools Published 14th May 2020
 Action fro Education and Childcare settings to prepare for wider opening from June 1st 2020 Published 11th May
 Actions for Schools during the Coronavirus outbreak published 28th April 2020
 Coronavirus (COVID 19) implemnting protective measures in Education and childcare settings published May 11th 2020
 What parents and carers need to know about schools and other education settings during the Coronavirus outbreak published 11th May 2020.
 Indentified Risk and Working instructions for Children, Parents and Staff produced in house May 2020
 Health and Safety at work policy

H. What further actions are required to control the risk? Please specify target completion dates

Action	Target date	Action	Target date
To be added when school has applied the above controls to the enviroment.			