

Fossebrook RE OPENING RISK ASSESSMENT

Activities Covered by this Assessment	Reopening of schools during COVID 19 (June 2020)		
Location	Fossebrook Primary	Organisation	DISCOVERY

Note: A person specific assessment must be carried out for young persons, disabled staff and new and expectant mothers if appropriate

This risk assessment is for guidance only and must be adapted to include any further hazards and subsequent control measures. Once completed, please ensure final risk ratings are added.

Every setting should carry out a risk assessment before opening. The assessment should directly address risks associated with coronavirus (COVID-19), so that sensible measures can be put in place to control those risks for children and staff. As a trust we have worked collaboratively with heads in order to consult on health and safety matters relating to opening. SLT in turn consult with school colleagues, best placed to understand the risks in individual settings.

If a person becomes unwell during the day the school will refer to government guidance found [here](#).

Attendance: No one with symptoms should attend a setting for any reason. Eligible children – including priority groups - are strongly encouraged to attend their education setting, unless they are self-isolating, or considered to be [clinically extremely vulnerable](#). Children categorized as [clinically vulnerable](#) should follow individual medical advice). Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. Further guidance about self-isolating is found [here](#).



It is advised that schools carry out an inspection of the premises before opening and use the COVID Safe Schools – Phased Return to School Toolkit to record the findings.



Fossebrook RE OPENING RISK ASSESSMENT

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
Staff exiting cars in staff car park	Staff, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff are encouraged to cycle or walk to work. Every other car parking space is left empty where practicable. Reverse parking only where practicable. Courtesy when alighting cars to maintain 2m distance. 	M	M	M	PO to monitor situation and share concerns of inappropriate car park usage. <i>Instructions to staff included in reintegration plan. Carpark will be closed to parents so there will be sufficient space to leave gaps between cars.</i>	L	L	L	School	29/5/20	IN PLAN
Visitors to site	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Visitors to site are restricted. Only visitors with prearranged appointments are allowed on site. Visitors are asked if they have any symptoms of COVID19 or have had contact with anyone who has symptoms of COVID19, before they arrive on site. Visitors asked to wash hands before entering school. Visitors entering school made aware of the Social Distancing arrangements in place and instructed to follow. 	H	M	H	If visitors become unwell with COVID-19 symptoms whilst in school they will be asked to leave immediately and advised to follow the COVID-19:Guidance for households with possible infection guidance . <i>Clear signage for visitors in place. Regular cleaning of exit push button/automatic doors. No physical contact required, sanitisation used after handling goods or paperwork.</i>	L	L	L	School	29/5/20 SIGNAGE UP BEFORE OPENING	ON GOING
Social distancing not being carried out at drop off time.	Staff, pupils, parents/carer, visitors and	<ul style="list-style-type: none"> Drop off times are staggered. Arrangements for drop off are communicated to staff, pupils and 	H	M	H	Queuing systems and marking on pathways will be in place where traffic is likely to be high.	M	L	M			

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	contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<p>parents/carer in advance.</p> <ul style="list-style-type: none"> Only one parent/carer attends the school. Access to site and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. Direct access to the pupils allocated classroom is available. i.e. final emergency exits. One-way systems are used around the site. Signage is installed i.e. <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> <ul style="list-style-type: none"> Parents / carers made aware that gathering outside school at drop off times is forbidden. 				<p>Clearly signed one-way system in place. Reminders of keeping 2m distance in place.</p> <p>Drop off times have been arranged to accommodate family groupings and prevent waiting in the playground. Clear signage asks parents not to congregate.</p> <p>Class opening/collection times are staggered to prevent congestion and waiting on the playground.</p> <p>Clear markings indicate families should stand on the spots 2m apart.</p>				School	29/5/20 SIGNAGE UP BEFORE OPENING	MONITOR ON OPENING TO ENSURE 2M SPACES USED
Use of cloakroom/toilet areas	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils remain in their outdoor clothing until they are in their allocated classroom. Handwashing follows guidance for take into account the NHS guidance found on this link: Space out pegs so that coats/ bags 	M	M	M	<p>Nominated <i>COVID MARSHALL</i> to check cloakroom/toilet areas at intervals during the day.</p> <p>Toilets will be cleaned at lunchtime by the premises staff.</p> <p>Handwashing and social</p>	L	L	L	School	IN PLAN AND ONGOING	ONGOING

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		<ul style="list-style-type: none"> aren't touching. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Teacher or member of staff to supervise toilet usage and inform cleaning staff of any issues. (See cleaning hazard and controls). 				distancing signage in place. Children in Y1/KW classes will keep their belongings in their named lockers. EYFS pegs will be separated. There are two adults per bubble so that one can supervise toileting/use of cloakroom and maintain social distancing.						
Social distancing not being carried out within the classroom.	Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Arrangements for the day are communicated to staff, pupils and parents/carer. Staff and pupils remain in small groups. Teachers (and other staff) are allocated to a group and remain with their allocated group, as far as possible, during the day and throughout the whole week. The group distance themselves from other groups. Desks are placed as far apart as possible. 	H	M	H	Information leaflet and video for parents. Staff plan shared. Bubbles in place. Staff and pupils allocated to bubbles. Bubbles can be kept separate throughout the day. Desks have been separated. Each child will have a designated place that they will use every day. Each bubble has its own room and toilet block	M	M	M	School	29/5/20 DESKS DONE, POSTERS UP ONGOING	ONGOING



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		<ul style="list-style-type: none"> Surplus chairs stacked and removed from circulation. Pupils are allocated a desk and are seated at the same desk each day. Pupils remain in the same classroom throughout the day. Classrooms are ventilated using natural ventilation (opening windows) or ventilation unit 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. Pupils are encouraged not to touch their mouth, eyes and nose. Pupils informed that they must use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it') 				<p>Risk assessment shared with staff.</p> <p>Bounce back programme and catch it kill it bin it posters.</p>						
Sharing equipment	Staff, pupils, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Pupils do not share equipment. Pupils given writing implements and forbidden from using other pupil's equipment. Teaching resources are discouraged/minimized and/or 	H	L	M	<p>All children have their own school toolkit which remains at their designated seat in the classroom.</p> <p>Planning discussed with staff. Minimal marking and recorded</p>	L	L	L	SCHOOL	29/5/20	



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		removed from the setting. <ul style="list-style-type: none"> Soft toys and furnishings that are difficult to clean are removed from the classroom before the school reopens. Small, intricate items that are difficult to clean are removed from the classroom before the school reopens. 				work. All fabric/paper resources have been removed. Storage cupboards have been turned round to prevent access to resources.						
Social distancing not being carried out at break times	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Break and lunchtimes for children are not staggered as children can be safely zoned both on the playground and on the field. These areas are clearly demarcated and children will not mix into each other's zones. Pupils to wash hands before and after eating/drinking. Small groups maintained and not mixed. Movement around school via a one-way system where possible. Allocation of dedicated areas outside for small groups. Levels of supervision considered, and additional information given to supervisors. 	H	M	H	Staff observe Social Distancing during break times and minimise movement around school Each bubble has been allocated their own toilet area for toileting and handwashing to prevent groups mixing. Each bubble has a field/playground zone. Each bubble has 2 adults so that children can be supervised. Each bubble has its own first aid kit and PPE equipment	M	M	M	School	29/5/20	ONGOING



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		<ul style="list-style-type: none"> Procedures identified when First Aid is required. Activities considered, and the range of equipment reduced to minimise risk. Arrangements for the cleaning of equipment following activities/between small group use and by whom. Arrangements for 'wet breaks' considered. Use of toilets to ensure that social distancing is maintained as far as practicable, consider how numbers using the facilities will be monitored. Hand washing arrangements/use of sanitiser provision. Flexibility on length of breaks How these periods are monitored for effectiveness and how issues are reported. 				<p>Each bubble has their own equipment which will be cleaned.</p> <p>Each classroom has its own supply of disinfectant and cleaning cloths which will be washed daily.</p> <p>Children will remain in their classes for wet play.</p> <p>Each bubble has 2 adults so that toileting and handwashing can be supervised. Each class has sanitiser and there is sanitiser in the corridor outside each room.</p> <p>½ hour breaks to enable all staff to have a break. Emergency triangles in place. Staff breaks to be taken outside, weather permitting.</p>						
Social distancing not being carried out at lunch time	Staff, pupils, visitors and contractors <i>Reduced infection</i>	<ul style="list-style-type: none"> Pupils to wash their hands before and after eating and encouraged not to touch their mouth, eyes and nose. Hand cleaning facilities to be available upon entering and exiting the 	H	M	H	Catering provider (external provider or LTS) has own risk assessment which is shared with school.	L	L	L	SCHOOL	29/5/20	ON GOING



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	<i>control which may result in spread of COVID19</i>	hall/dining area. <ul style="list-style-type: none"> • Pupils to enter hall/dining area within their small groups maintaining social distancing. • Tables to be cleaned between group use. • Communication with catering provider (External or LTS Catering). • Layout of tables and areas for hot dinners with numbers calculated to maintain social distancing. • Procedures for the serving of hot dinners/packed meal to maintain social distancing, including queuing system and floor marking. • Cutlery and plates etc. not to be shared. • Halls /dining area is well ventilated using natural ventilation (opening windows) or ventilation units • If hot food provided: <ul style="list-style-type: none"> - children demonstrated process for queuing and getting their food. - Airplane trays to be used to keep 				handwashing and toileting before eating will take place and be supervised. Children will not be using the hall for lunch. Weather permitting children will picnic outside in their bubbles suitably socially distanced from each other. In the case of rain, they will eat at their designated space in the classroom which are spaced as far apart as possible min 1.5 m. Tables will be cleaned before and after eating. There will be no need for equipment to be shared-provided packed lunch for each child in brown paper bags. Lunchboxes from home will be cleaned on entry to school and after lunch.						





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		<p>all foods in one place.</p> <ul style="list-style-type: none"> - finished trays to be cleared and stacked by children as normal routine. – Younger children to be guided as appropriate. • If cold packed meal provided: <ul style="list-style-type: none"> - children demonstrated process for queuing and getting their food. - Children eat outside observing Social Distancing when weather and temperature allows. - finished bags to be cleared and disposed of by children as normal routine. - Younger children to be guided as appropriate. • If packed lunch from home: <ul style="list-style-type: none"> - Consider the arrangements for packed lunches. If this is not possible within their own small group in the hall then is there another area possible. • Cleaning of tables and chairs/benches completed when children are finished, and food is consumed. 				<p>LTS deliver lunches to the office maintaining social distancing. These are placed on tables by MDS for children to collect using social distancing.</p> <p>Packed lunches from home will be cleaned on entry to school, stored separately from each other and cleaned and returned to their space once lunch is over.</p> <p>Tables and toilets will be cleaned after lunch by the premises staff</p>						



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		<ul style="list-style-type: none"> Cleaning regimes to be established for after eating packed lunches, wherever this may be 										
Social distancing not being carried out at pick up	<p>Staff, pupils, parents/carer, visitors and contractors.</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> Pick up times are staggered. Arrangements for pick up are communicated to staff, pupils and parents/carer in advance. Only one parent/carer attends the school. Egress to schools and pupils' classrooms are communicated to pupils, parent and carer before arrival to the site. Direct egress to the pupils allocated classroom is available. i.e. final emergency exits. One-way systems are used around the site. Signage is installed i.e. <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;">  </div> <div style="text-align: center;">  </div> </div> Parents / carers made aware that 	H	M	H	<p>Queuing systems and marking on pathways will be in place where traffic is likely to be high.</p> <p>Clearly signed one-way system in place. Reminders of keeping 2m distance in place.</p> <p>Drop off times have been arranged to accommodate family groupings and prevent waiting in the playground. Clear signage asks parents not to congregate.</p> <p>Class opening/collection times are staggered to prevent congestion and waiting on the playground.</p> <p>Clear markings indicate families should stand on the spots 2m apart.</p>	M	L	M	School	29/5/20 SIGNAGE UP BEFORE OPENING	MONITOR ON OPENING TO ENSURE 2M SPACES USED

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		gathering outside school at drop off times is forbidden .										
Outdoor play/PE	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Play equipment is cleaned and disinfected between each group of users or not used Teacher / support colleagues ensure social distancing is in place. Only allow one class/group within an outside area any one time. prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation 	H	M	H	<ul style="list-style-type: none"> Minimal equipment if any will be used and if used will be cleaned after use. Activities have been already planned and shared so that children play socially distanced games. PE will be outdoors where possible Pupils remain in their outdoor clothing until they are in their allocated classroom. Space out pegs so that coats/ bags aren't touching. Y1+ have individual labelled lockers. Teacher or member of staff to supervise toilet usage and inform cleaning staff of any issues. (See cleaning hazard and controls). 	L	L	L	School	29/5/20	ON GOING



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<p>Carrying out 1st aid</p>	<p>First Aider Person being treated by the first aider. (Carrying out 1st aid may require the 2mtr social distancing rule to be broken)</p> <p>This activity requires the 2mtr social distancing rule to be broken. This could lead to either person involved in becoming infected with COVID-19 through close contact with an asymptomatic carrier, transmitting the virus through bodily fluids or respiratory droplets</p>	<ul style="list-style-type: none"> A first aider will NOT be treating a person who has the symptoms of COVID-19 as specified by the NHS and Government unless life threatening condition use St John's ambulance guidance If a child presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parents called to collect them. If an adult presents symptoms of COVID-19 they will be isolated in the medical room/first aid area away from people and parents and will be asked to go home and Social Distance as per Gov.uk guidance. Persons who have symptoms will isolate for 7 days and will not be in school. The first aider will wash their hands for at least 20 seconds with soap and water. Gloves will be worn to deliver first aid. Where possible, latex gloves will be 	H	M	H	<p>all first aid will be carried out in the COVID medical room for ease of cleaning /lack of soft furnishings.</p> <p>This risk assessment will be shared.</p> <p>All bubbles have their own first aid kit/PPE pack and emergency triangle.</p> <p>Staff will wear PPE when administering all first aid i.e. gloves and a mask and cover any wounds they have before treating anyone.</p> <p>Staff will maintain as big a distance as is practical when administering first aid.</p> <p>Staff training on donning and doffing masks shared.</p> <p>COVID medical room prepared with signage in place, including handwashing.</p> <p>Staff reintegration plan covers what to do in COVID incidents and this information is also in the COVID medical room.</p>	M	L	M	School	29/5/20	<p>SIGNAGE/ ROOM PREPARED</p> <p>ONGOING</p>



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	<p>entering the persons eyes, nose or mouth.</p> <p>The First aider may have an allergic reaction to latex gloves.</p>	<p>avoided to remove the risk of allergic reaction.</p> <ul style="list-style-type: none"> The first aider will cover any cuts on their hands with waterproof plasters. The first aider will avoid putting their fingers in their mouth and touching their face. The first aider will avoid touching any part of a dressing that will come in contact with a wound. The first aider will wear goggles to prevent bodily fluids being splashed into the eyes. After each first aid treatment is given all equipment and surfaces, including goggles used will be cleaned down using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) goggles will be rinsed with clean water after being disinfected. After use the face masks, aprons and gloves will be correctly doffed and 										



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		<p>placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin.</p> <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 Face masks and gloves will only be used for 1 treatment of first aid they will not be used to treat a second person requiring first aid. First aiders have been given information on how to correctly don and doff their PPE and the PHE poster is displayed in the first aid room. No food will be stored or eaten in the medical/first aid room. After first aid treatment is given and cleaning has been completed the first aider will wash their hands with soap 				<p style="color: purple;">Doors will be closed by fire marshals in fire drills/in event of a fire if safe to do so</p>						



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		and water for at least 20 seconds before commencing any further work. <ul style="list-style-type: none"> There is a dedicated room for first aid that will be used solely for first aid treatment to help prevent bodily fluids contaminating other parts of the building. 										
Intimate care	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> The staff member providing the intimate care will wash hands thoroughly before and after providing intimate care, using soap and water for at least 20 seconds. Use alcohol-based hand sanitiser if soap and water is not available. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) will not be worn during this activity by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it 	H	M	H	Intimate care will be carried out in the medical room as usual and not the COVID designated room. Changing table will be disinfected after every use.	L	L	L	School	29/5/20	SIGNAGE/ ROOM PREPARED ONGOING



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		<p>may inadvertently increase the risk of transmission.</p> <ul style="list-style-type: none"> Children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs will continue to receive their care in the same way, using the same PPE as they have always done for this task. This PPE may include: Gloves If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if 2 meters social distancing cannot be maintained. After using the face masks, aprons and gloves they will be correctly doffed and placed straight into a double bag and the bags tied. The bags will then be stored in a locked room for 72 hours before putting them into the external waste skip/bin. If contact with the unwell child or 										



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		young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.										
Social distancing not being carried out during the use of Staff facilities	Staff, pupils, visitors and contractors <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Staff rooms are used dependent on number of staff that can be accommodated in the area to achieve social distancing and rearrange the furniture where possible Additional rooms are allocated when numbers impact on not being able to Social Distance. Staff break times are staggered to reduce numbers in the room. Staff are reminded to wash hands before and after using the staff room facilities. NHS hand washing posters have been installed above sinks to give information on good hand washing techniques. 	H	M	H	<p>Staff room furniture arranged for spacing.</p> <p>PPE room/interview room also available for breakout space.</p> <p>Staff will take breaks outside weather permitting and seating will be socially distanced.</p> <p>Handwashing signage in place on the door and in the room.</p>	L	L	L	school	29/5/20	ON GOING



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		<ul style="list-style-type: none"> Use of signs to inform of hand washing prior to entering/using facilities. Shared crockery and cutlery is removed and staff use the same equipment as required. Reusable sponges are removed Surfaces are wiped down between use and door handles cleaned Dishwasher is used to clean crockery and cutlery where possible. Water dispenser procedures have been modified to ensure no cross contamination. N/A 				<p>Staff have been advised to bring own crockery and cutlery and cupboards are taped shut.</p> <p>Signage in place to tell staff to use the dishwasher and not to touch anyone else's items. If emptying the dishwasher, gloves must be worn.</p>						
Social distancing not being carried out during Catering provision	<p>Staff, LTS Catering/Catering Staff from external company, pupils, visitors and contractors</p> <p><i>Reduced infection control which may result in spread of COVID19</i></p>	<ul style="list-style-type: none"> Robust communication links with hot meal provider established. Meeting in preparation of re-opening to confirm operational controls Hand cleaning facilities available upon entering hall and when leaving Procedures established for mealtimes and information communicated to staff and pupils. Pupils' food allergy information is up to date 	H	M	H	<p>Hot meals will not be provided. LTS deliver lunches to the office maintaining social distancing. These are placed on tables by MDS for children to collect using social distancing.</p> <p>Information provided to parents and staff.</p> <p>Children will not be eating in the hall-outside weather permitting.</p>	L	L	L	School	1/6/20	ON GOING



Fossebrook RE OPENING RISK ASSESSMENT

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
		<ul style="list-style-type: none"> Consider additional training that will be required by lunchtime supervisors and what additional protective equipment will be required. (Gloves) 				Handwashing programme before eating in place. Lunchtime staff are allocated to a bubble and will stay with them. Risk assessment shared. Training planned for 1 st June before children come in to school. Social distancing procedures shared. Suggested lunchtime activities shared.						
Assembly	Staff and pupils <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Whole school assemblies/Collective Worship will not take place. Head/teaching staff addresses individual groups, within their classroom. Provision for daily act of Collective Worship will be made in classrooms. 	M	L	L	Whole school assemblies will be delivered remotely via Teams	L	L	L	School	29/5/20	ON GOING
Cleaning	<i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> A detailed cleaning schedule will be implemented throughout the school, ensuring that contact points, e.g. worksurfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly. Hard surfaces to be cleaned with soap 	H	M	H	Deep cleaning schedule available to support enhanced clean. Gov.uk guidance to be monitored to ensure the most up to date information is always available.	M	L	M	School	29/5/20	ON GOING



Fossebrook RE OPENING RISK ASSESSMENT

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			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
		<p>and water prior to disinfecting.</p> <ul style="list-style-type: none"> Disinfecting should be performed using either a combined detergent disinfectant solution at a dilution of 1000 parts per million (ppm) available chlorine (av.cl.) or a neutral purpose detergent followed by disinfection (1000 ppm av.cl.) the goggles will be rinsed with clean water after being disinfected. Extra attention is given to frequently touched areas and surfaces, e.g. doors, toilets, door handles, phones, light switches and door fobs, etc. Hand towels and hand wash are checked and replaced as needed by the Premises Officer and cleaning staff. Enhanced cleaning regimes in place for toilet facilities, particularly door handles, locks and the toilet flush, etc. Only cleaning products supplied by the school are used. Please refer to the school's COSHH risk assessments for further control 				<p>Each classroom has its own cleaning equipment to enable cleaning throughout the day to ensure regular cleaning takes place. Handles, tables and surfaces will be cleaned at each break in the day. There is sufficient staff/break time allocated to do this. There are sufficient cloths for a new one to be used at each clean. These will be washed daily.</p>						



Fossebrook RE OPENING RISK ASSESSMENT

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
		measures in relation to cleaning chemicals used. <ul style="list-style-type: none"> • PPE required for cleaning will be noted in the outcome of the COSHH risk assessments conducted for cleaning chemicals used. • Bins for tissues are emptied throughout the day • Bin liners should be used in all bins and waste bins should be emptied into the external waste bin/skip. 										
Carrying out daily building maintenance	Staff and pupils. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> • General maintenance is carried out when the school is closed to staff and pupils. (See lone working risk assessment). • Only essential maintenance is carried out during school opening hours. • Staff are informed of any maintenance being carried out in communal areas, toilets, etc., and the area is cordoned off. • Social distancing is maintained throughout working procedures. 	M	M	L	Scheduled maintenance usually carried out when the building is empty. Should any need to be done during the school day, children and staff will be kept away from any areas where works are being carried out.	L	L	L	School	29/5/20	ON GOING
Contractors working on site	Staff, pupils, parents/carers,	<ul style="list-style-type: none"> • Contracted work is carried out when the school is closed to staff and 	M	M	L	Scheduled maintenance by appointment only. Clear signage	L	L	L	School	29/5/20	ON GOING



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Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
	visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<p>pupils.</p> <ul style="list-style-type: none"> Any documentation required is sent/received prior to the contractor arriving on site. Safe systems of work/Risk assessment, which include COVID19 control measures, are received and agreed by the school before work commences. 	H	M	L	regarding sanitisation and social distancing in place in the office and around the school. Children and staff will be kept away from any areas where works are being carried out.	L	L	L			
Emergency procedures	Staff, pupils, parents/carer, visitors and contractors. <i>Reduced infection control which may result in spread of COVID19</i>	<ul style="list-style-type: none"> Changes to emergency evacuation procedures are communicated to all persons on site i.e. changes of egress from building. Emergency evacuations take place following social distancing principles as far as is reasonably practicable. (In an emergency risk to life takes precedence). Staff, pupils, visitors and contractors' social distance at assembly areas (2m separation) as far as is reasonably practicable. 	H	M	H	<p>New fire plan in place to reflect staffing and pupil numbers and arrangements and shared with staff.</p> <p>Pupils will each wait on a designated spot 2m apart in their bubble's zone.</p> <p>Signage on bin store reminds of social distancing.</p>	L	L	L	School	29/5/20	ON GOING
Use of public transport/school taxis	Staff, pupils, parents/carer, visitors and	<ul style="list-style-type: none"> Pupils are encouraged to cycle or walk to work. Robust communication links 	H	M	H	<p>Bike store will be cleaned daily.</p> <p>Handwashing processes in place before entry to school so</p>	L	L	L	School	29/5/20	ON GOING



Fossebrook RE OPENING RISK ASSESSMENT

Hazard (Something with a potential to cause harm)	Who might be Harmed & How?	Existing Controls (Consider Hierarchy of Control)	Initial Risk Rating (S x L)			Further Controls Required (Consider Hierarchy of Control)	Final Risk Rating (S x L)			Action Required		
			Severity	Likelihood	Risk Rating		Severity	Likelihood	Risk Rating	Who (Initial)	Date By: (/--/--)	Done ?
	contractors. <i>Reduced infection control which may result in spread of COVID19</i>	established with transport provider. <ul style="list-style-type: none"> Pupils and staff aware of taxi procedures and follow Social Distancing as appropriate 				children's hands are clean before they sit down.						

To add more rows to the risk assessment, place the cursor within the last row right click and select insert row below.

- **source:** <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- **Hand wash video** <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>
- **Guidance for education and childcare settings on how to implement social distancing** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>
- **Guidance on infection prevention and control for COVID-19** <https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control>
- **Managing premises** <https://www.gov.uk/government/publications/managing-school-premises-during-the-coronavirus-outbreak/managing-school-premises-which-are-partially-open-during-the-coronavirus-outbreak#other-points-to-consider>
- **Source NHS:** <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>
- **Coronavirus (COVID-19): implementing protective measures in education and childcare settings:** <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>



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- **COVID-19: cleaning in non-healthcare settings:** <https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>
- **St. John Ambulance Covid-19: advice for first aiders:** <https://www.sja.org.uk/get-advice/first-aid-advice/covid-19-advice-for-first-aiders/>
- **Conducting a SEND risk assessment during the coronavirus outbreak:** <https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance/coronavirus-covid-19-send-risk-assessment-guidance>
- **HSE. Talking with your workers about preventing coronavirus:** <https://www.hse.gov.uk/news/assets/docs/talking-with-your-workers.pdf>

During this activity, what could go wrong resulting in an emergency situation?	<ol style="list-style-type: none"> 1. Child displays symptoms with CV19 2. Child from teaching group who has been sent home becomes confirmed case. 3. Staff becoming ill and self-isolating.
How could this emergency situation be prevented / controlled?	<ol style="list-style-type: none"> 1. Isolate child until collected. 2. All children in that teaching group to be sent home and told to self-isolate for 14 days. 3. Follow self-isolating guidance, ensure that reporting of illness procedures well understood.
Who should respond to a potential emergency situation and how? Have staff been trained to respond to this emergency situation?	<ol style="list-style-type: none"> 1. Staff to supervise child until collected where 2m rule cannot be implemented PPE to be worn. 2. Make staff aware of guidance in link below, develop guidance on internal monitoring of staff and pupils on self-isolation and student attendance recording. 3. Follow guidance: https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-



Fossebrook RE OPENING RISK ASSESSMENT

	protective-measures-in-education-and-childcare-settings Consider reallocating staff or capacity of school to remain open. Consult Trust on closure and inform LEA.
Could any non – routine changes affect the safety arrangements in place for this activity? (E.g. weather, people, equipment etc.) What can be done?	Additional pupil numbers in phase 2 and 3 – review procedures and social distancing, refer to any new government guidance.

Risk Assessor (s) Name(s):	Louise Barber	Risk Assessor(s) Signature (S):		
Authorised By:		Authoriser Signature:		Initial
Date Conducted:		Date of Next Review:		
		Date of Review:		
		Date of Review:		
		Date of Review:		
		Date of Review:		



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Potential Severity of Harm	High Death, paralysis, long term serious ill health.	Medium	High	High
	Medium An injury requiring further medical assistance or is a RIDDOR incident.	Low	Medium	High
	Low Minor injuries not resulting in any first aid or absence from work.	Low	Low	Medium
		Low The event is unlikely to happen.	Medium It is fairly likely to happen.	High It is likely to happen.
Likelihood of Harm Occurring				

Risk Rating Definitions	
Low	This is an acceptable level of risk. No further controls are required as the risk rating cannot be reduced any further. However, it is advised that continual monitoring occurs in order to ensure that no changes / deviation of control measures occur.
Medium	It is advised that further controls are implemented to reduce the risk rating to as low a level as possible. If the risk cannot be reduced to lower than a medium, then on site monitoring should occur to ensure that all stipulated controls are being adhered to.
High	This is an unacceptable risk rating. Urgent interim controls should be implemented to reduce the risk so far as is reasonably practicable. If the risk rating cannot be reduced to lower than a High , then a documented safe system of work should be implemented to control the activity. It may be necessary to seek further professional advice. Serious considerations should be given to the validity of carrying out the activity at all. Regular monitoring of the activity should occur.



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