

Coronavirus (COVID-19): risk assessment

Assessment conducted by: Anna Besley	Job title: Deputy Headteacher	Covered by this assessment: Staff and pupils in their daily activities at school
Date of assessment: 28 th August 2020 Updated: 12 th October 2020 Updated: 18 th February 2021	Review interval: Half-termly, or as required	Date of next review: April 2021
Related documents		
Coronavirus (COVID-19) Reopening Plan, First Aid Policy, Health and Safety Policy, Fire Safety Risk Assessment, First Aid Policy, Attendance Policy, Child Protection and Safeguarding Policy,		

Risk rating		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	Major Causes major physical injury, harm or ill health.	High (H)	H	Medium (M)
	Severe Causes physical injury or illness requiring first aid.	H	M	Low (L)
	Minor Causes physical or emotional discomfort.	M	L	L

Area for concern	Risk rating prior to action H/M/L	Recommended controls	In place? Yes/No	By whom?	Deadline	Risk rating following action H/M/L
Policies and procedures	H	<ul style="list-style-type: none"> • All pupils, staff and volunteers are aware of all relevant policies and procedures including, but not limited to, the following: <ul style="list-style-type: none"> - Health and Safety Policy - First Aid Policy - Coronavirus (COVID-19) Full Opening Plan • All staff have regard to all relevant guidance and legislation including, but not limited to, the following: <ul style="list-style-type: none"> - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) 2013 - The Health Protection (Notification) Regulations 2010 - Public Health England (PHE) (2017) 'Health protection in schools and other childcare facilities' - DfE (2020) 'Guidance for schools: coronavirus (COVID-19)' • Staff receive any necessary training on measures that have been implemented that are relevant to their role, e.g. infection control and pupil wellbeing. • The school keeps up-to-date with advice issued by, but not limited to, the following: <ul style="list-style-type: none"> - DfE - NHS - PHE - Department of Health and Social Care - The school's local health protection team (HPT) • All staff, volunteers, parents, pupils, visitors and contractors are made aware of relevant infection control procedures 	Y	Headteacher	1.9.2020	M

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		<p>and social distancing arrangements via a staff training session.</p> <ul style="list-style-type: none"> The SLT reviews relevant school policies to ensure they account for new provisions. 				
Premises	M	<ul style="list-style-type: none"> The caretaker checks all exterior windows, doors, locks, and other access points to ascertain security and integrity, including any signs of water ingress. The caretaker identifies any signs of unauthorised access, arson, vandalism or anti-social behaviour on the premises. A suitably trained individual inspects all roofs, lofts and elevated access points for integrity and signs of water ingress. Roof and loft inspections are not carried out by untrained personnel. A suitably trained individual checks that external electrical equipment is in working order. The caretaker checks all areas of the school grounds, including drives and walkways, for any potential hazards. The caretaker checks all trees and shrubbery to ensure they do not pose a risk, e.g. there are no broken or overhanging branches. The caretaker checks all security systems for integrity and that they are in working order. The Health and Safety Officer makes insurers aware of the building's state of use. The headteacher ensures that the insurer's risk mitigation requirements are enacted and observed. All keyholder information is updated in accordance with the insurer's instructions, where required. 	Y	<p>Ann Stewart</p> <p>Caretaker</p> <p>Health and Safety Officer</p> <p>Anna Besley</p>	<p>2.9.2020</p> <p>Ongoing</p>	L

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		<ul style="list-style-type: none"> • The site manager checks for any signs of pests, and any damage or loss of supplies as a result of pest activity. • External signage is visible to show that access to the school premises is restricted. • Any hazards found during checks on the premises are reported to the headteacher as soon as possible and issues are resolved prior to the school reopening to more pupils. • The headteacher, in conjunction with the governing board, ensures the school opens only when it is safe and advisable to do so, in line with local and national advice. • The headteacher identifies which areas of the school may be used for school activity, and by which pupils, and communicates this to staff, pupils and volunteers accordingly. • Areas of the premises which remain closed are adequately secured and clearly identifiable. • The headteacher arranges for any changes to the premises to be made to account for social distancing measures. • The headteacher limits access to the school for all non-essential visitors, e.g. guest speakers or third-party extra-curricular clubs. 				
Gas supply, systems and equipment	L	<ul style="list-style-type: none"> • A suitably qualified technician checks the gas mains supply and any gas systems for integrity, leaks and safety. • Where the gas supply or any gas systems have been switched off or isolated, a suitably qualified technician switches them back on, where required. • A suitably trained technician checks that all gas detection systems, including carbon monoxide detectors, are in working order. 	Y	Ann Stewart Caretaker Health and Safety Officer	2.9.2020 Ongoing	L

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		<ul style="list-style-type: none"> The Health and Safety Officer checks that all mandatory inspections of gas equipment are up-to-date and arranges any required inspections as soon as possible. 		Anna Besley		
Electrical supply, systems and equipment	L	<ul style="list-style-type: none"> A suitably qualified technician checks the electrical mains supply and any electrical systems for integrity and safety. Where the electrical mains supply or any electrical systems have been switched off or isolated, a suitably qualified technician switches them back on, where required. The relevant staff check that all phone and broadband connectivity is in working order. A suitably trained technician checks that the main and emergency lights are in working order. The relevant staff perform visual checks on all electrical equipment, e.g. computers and plug sockets. The Health and Safety Officer ensures that any mandatory inspections of electrical equipment are up-to-date and arranges any required inspections as soon as possible. 	Y	Ann Stewart Caretaker Health and Safety Officer Anna Besley	2.9.2020 Ongoing	L
Heating and ventilation	L	<ul style="list-style-type: none"> The relevant staff adjust any thermostats to heat internal spaces and water, ensuring a suitable stable temperature is reached before the school opens. Where heating has been switched off or energy supplies for heating have been isolated, a suitably trained individual switches them back on, as required. The caretaker checks that all ventilation systems, including fume extraction systems, are in working order and that there are no blockages present in external or internal vents. 	Y	Ann Stewart Caretaker Health and Safety Officer Anna Besley	2.9.2020 Ongoing	L

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		<ul style="list-style-type: none"> All ventilation systems remain energised in normal operating mode. Where mechanical ventilation is used, recirculatory systems are adjusted to full fresh air where possible. Where possible, the windows of occupied rooms are open. Ventilation to chemical stores remain operational. 				
Fire safety and evacuation routes	L	<ul style="list-style-type: none"> A suitably trained individual checks that all fire detection, alarm systems, fire extinguishers and sprinklers are in working order. The Health and Safety Officer and headteacher ensure that the fire management plan and fire safety risk assessment are up-to-date and applicable to any changes in people movement or access, e.g. if parts of the school remain temporarily closed. The headteacher identifies how social distancing measures are to be observed at evacuation points and communicates this to all staff, volunteers, pupils, parents and contractors. 	Y	Ann Stewart Caretaker Health and Safety Officer Anna Besley	2.9.2020 Ongoing	L
Water storage, drainage systems and sanitary appliances	L	<ul style="list-style-type: none"> A suitably trained individual checks all hot and cold water systems, including air conditioning units, for legionella or other harmful build-ups. All water systems are thoroughly flushed, e.g. toilets and taps, and the health and safety officer commissions a water treatment specialist to chlorinate water systems where required. All equipment that uses water is run through a cycle, e.g. dishwashers and washing machines, to flush limescale and bacteria build-up. 	Y	Ann Stewart Caretaker Health and Safety Officer Anna Besley	2.9.2020 Ongoing	L

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		<ul style="list-style-type: none"> A suitably trained individual checks that any swimming pools or other indoor bodies of water are safe for use. A suitably trained individual checks all sanitary appliances, including drainage, for blockages, adequate hygiene and that they are in working order. Where necessary, a suitably trained individual switches on any drainage or sanitary systems that were turned off or isolated during closure. 				
Lifts, automatic doors and plant equipment	L	<ul style="list-style-type: none"> The caretaker checks that lifts, stairlifts and automatic doors are in working order. The Health and Safety officer ensures that that any mandatory inspections for lifts, stairlifts and automatic doors are up-to-date and arranges any required inspections as soon as possible. A suitably trained technician checks the integrity and working order of any plant equipment, and that any mandatory inspections are up to date – the Health and Safety officer ensures any required inspections take place as soon as possible. 	Y	Ann Stewart Caretaker Health and Safety Officer Anna Besley	2.9.2020 Ongoing	L
Cleaning	H	<ul style="list-style-type: none"> The headteacher creates a cleaning schedule that ensures cleaning is generally enhanced and includes: <ul style="list-style-type: none"> More frequent cleaning of rooms and shared areas (including classrooms, playgrounds and eating areas) that are used by different groups. Frequently touched surfaces being cleaned more often than normal. Provision for ensuring toilets are cleaned regularly. 	Y	Ann Stewart Caretaker Cleaning Staff	2.9.2020 Ongoing	L

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		<ul style="list-style-type: none"> The necessary areas of the school are deep cleaned before opening with suitable cleaning agents and in line with COSHH. All areas that have been cleaned are checked to ensure they are safe to occupy, e.g. there are no slip hazards and any harmful substances have been removed. All areas that remain temporarily closed or partially closed for cleaning or infection control purposes are clearly identified. Adequate amounts of suitable cleaning agents are available. PPE is available to members of staff who require it to carry out cleaning safely. Classroom resources, e.g. books and games, are permitted to be shared within a bubble. These resources are cleaned regularly. Resources that are shared between bubbles, e.g. sports equipment, are regularly cleaned and thoroughly cleaned before they are shared between bubbles. Some resources are rotated to allow them to be left unused and out of reach for a period of 48 hours (or 72 hours for plastics) between use by different bubbles. 				
	H	<ul style="list-style-type: none"> Anyone who displays symptoms of coronavirus, or who has tested positive, does not enter the school grounds. The period of self-isolation is dependent on the latest government and AEM guidance. Instances of staff, pupils, visitors and volunteers displaying symptoms of coronavirus are managed in line with local and national guidance and any unwell individuals are sent home as soon as possible. 	Y	Ann Stewart All staff	1.9.2020	L

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Minimising contact with individuals who are unwell		<ul style="list-style-type: none"> • Pupils awaiting collection are moved to a room where they can be isolated behind a closed door. If it is not possible to isolate the pupil, they are moved to an area which is at least two metres away from others. If required, a member of staff supervises the pupil. • If the pupil needs to use the toilet while awaiting collection, they use a spare bathroom if possible. The bathroom is cleaned and disinfected using standard cleaning products before being used by anyone else. • PPE is worn by supervising staff if direct personal care is needed and they cannot maintain a distance of two metres. • Anyone who comes into contact with an unwell individual washes their hands thoroughly for 20 seconds. • The area around the unwell individual is cleaned with normal household bleach after they have left the premises. • Staff members who have helped someone with symptoms and any pupils who have been in close contact with them do not need to self-isolate unless they develop symptoms themselves or the symptomatic individual subsequently tests positive. • The school routinely takes the temperature of pupils and staff via thermal imaging cameras as they enter the school building. 				
Test and trace	H	<ul style="list-style-type: none"> • Staff members and parents are informed that they may need to engage with the NHS Test and Trace programme, meaning they need to be ready and willing to: <ul style="list-style-type: none"> - Book a test if they (or their child) display symptoms. 	Y	Ann Stewart	1/9/2020 Ongoing	L

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		<ul style="list-style-type: none"> - Provide details of anyone they (or their child) have been in close contact with if they were to test positive for coronavirus or are asked by NHS Test and Trace. - Self-isolate if they have been in close contact with someone who develops coronavirus symptoms or someone who tests positive. • Anyone in school who displays symptoms is encouraged to get a test. • Parents and staff are asked to inform the school immediately of test results. • If an individual tests negative, they feel well and no longer have coronavirus symptoms, they, and the members of their household, can stop self-isolating. • If an individual tests positive, they are required to self-isolate for at least 10 days from the onset of symptoms and then return to school only if they do not have symptoms other than a cough or loss of sense of smell/taste. Other members of their household are required to continue self-isolating for a full 10-day period. 				
Confirmed cases of coronavirus	H	<ul style="list-style-type: none"> • Where an individual in the school community tests positive for coronavirus, the Deputy Headteacher contacts the local HPT immediately. • The school works with the local HPT to manage the response. • Individuals at school who have been in close contact with someone who has tested positive are sent home immediately. Close contact is defined as follows: <ul style="list-style-type: none"> - Direct close contacts – face-to-face contact with an infected individual for any length of time, within one 	Y	Anna Besley Ann Stewart	Ongoing	L

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		<p>metre, including being coughed on, a face-to-face conversation, or unprotected physical contact (skin-to-skin)</p> <ul style="list-style-type: none"> - Proximity contacts – extended close contact (within one to two metres for more than 15 minutes) with an infected individual - Travelling in a small vehicle, like a car, with an infected person <ul style="list-style-type: none"> • Household members of individuals who are sent home do not need to self-isolate unless the individual they live with develops symptoms. • A record is kept of pupils and staff in each bubble and of any close contact between individuals at school. • If required, all parents and staff are informed of the confirmed case; however, the name of the individual is not shared. • The school does not request evidence of negative test results or other medical evidence before admitting individuals back to school after a period of self-isolation. • If the school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, the school continues to work with the local HPT who advises on additional actions. 				
Hand cleaning and respiratory hygiene	H	<ul style="list-style-type: none"> • Hand washing and sanitising stations are set up, providing soap and water, bins and alcohol-based hand sanitiser. • Adequate amounts of soap, tissues and bins are available in the relevant areas. • Pupils and staff are encouraged to wash their hands regularly, including when they arrive at school, when they return from 	Y	Ann Stewart	1..9.2020	L

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		<p>breaks, when they change rooms, and before and after eating.</p> <ul style="list-style-type: none"> • Pupils are supervised, where appropriate, when using hand sanitiser to ensure they do not ingest any. • Younger pupils and those with complex needs are supported to ensure they adopt good hand cleaning and respiratory hygiene practices. • Individual risk assessments are conducted in relation to pupils with complex needs who struggle to maintain good respiratory hygiene. • In line with current government guidance, face coverings are not required to be worn on the premises. • If an individual arrives at school wearing a face covering, they are asked to remove the covering safely upon entering the premises and put it in a plastic bag so that it can be taken home. They are asked to wash their hands immediately after doing so. • Hygiene measures are explained to visitors and contractors upon their arrival. 				
Minimising contact between individuals and maintaining social distancing	H	<ul style="list-style-type: none"> • Pupils are given regular reminders of why social distancing is important and the opportunity to speak to staff about how they are finding adhering to the social distancing measures. • Pupils and staff are separated into groups (or 'bubbles'). • Pupils do not mix with those outside of their bubble and social distancing is maintained within a bubble as much as possible. • Subject specialist staff cannot move between bubbles. Subject specialists will provide remote learning lessons or 	Y	Ann Stewart All staff	1.9.2020	L

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		<p>lessons resources for students who are not part of their bubble.</p> <ul style="list-style-type: none"> • Staff maintain a two-metre distance from each other and from pupils, where possible. Where maintaining a two-metre distance is not possible, staff avoid close face-to-face contact and minimise the time spent within one metre of anyone. • Pupils' educational and care support plans are provided as normal. • Classrooms are adapted to support social distancing, including seating pupils side-by-side and facing forwards, and moving furniture out of classrooms to make more space. • Visual aids are used to display social distancing measures. • Pupils take breaktimes and lunchtimes in their groups, and these breaks are staggered throughout the day. • Assemblies are staggered throughout the day within pupils' groups where relevant. • The use of communal areas, e.g. the staff room, is limited to avoid unnecessary group gatherings. • Where pupils and staff cannot follow social distancing arrangements for a particular activity, the headteacher assesses whether the activity needs to continue – mitigating actions are put in place if continuing the activity is essential. • Separate 'staff rooms' are available for each bubble. • Where necessary, school transport is restricted to essential use only. • Infection control and social distancing measures are implemented on school transport. 				

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		<ul style="list-style-type: none"> Supply teachers will not be used at SHS if they are working in another school, or have recently worked in another school. Social distancing measures are explained to all contractors and visitors upon their arrival. A record is kept of all visitors and contractors that come to the school site. 				
Resources	M	<ul style="list-style-type: none"> Staff and pupils have their own individual and frequently used items, e.g. pencils and pens. Classroom resources, e.g. books and games, can be shared within a bubble and are cleaned regularly. Resources that are shared between bubbles, e.g. sports equipment, are cleaned before they are used by a different bubble or rotated to allow them to be left unused for 48 hours (or 72 hours for plastics) between use by different bubbles. Pupils only bring essential items to school each day, e.g. lunch boxes, hats, coats, books, stationary and mobile phones. Pupils are permitted to bring bags to school. Any shared resources that need to be taken home by pupils and staff are appropriately cleaned or a rotation is put in place. Outdoor play equipment will be cleaned regularly as part of the cleaning rota. 	Y	Ann Stewart All staff	2.9.2020	L
Use of the sensory room and the swing room	M	The swing room and sensory room are currently out of action. Risk assessments and plans are being put in place to open these rooms again in a Covid-19 safe manner.	Y	Ann Stewart All staff	2.9.2020	L

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PPE	H	<ul style="list-style-type: none"> • PPE is available for all staff. There is a PPE box in each classroom and in the medical room (isolation room). There are extra PPE resources as required to replenish PPE boxes. • PPE is available for staff who provide intimate care for pupils or work with a student who has symptoms of coronavirus. • Additional risk assessments are conducted on a case-by-case basis to determine whether staff require PPE to carry out other tasks and duties. • Used PPE is disposed of properly using bins provided around the school. Staff and pupils are told not to use recycling bins. • All PPE waste is put in a plastic rubbish bag which, once full, is tied and placed in a second tied bag and stored in a suitable and secure place, marked for storage for 72 hours. Following this period, it is put in the communal waste area. 	Y	Anna Besley	2.9.2020	L
Mental health and wellbeing	M	<ul style="list-style-type: none"> • Pupils will have regular opportunities to communicate how they feel about being on the school site and to enable staff to act on any concerns pupils and parents may have. • The relevant staff liaise with the parents of pupils who are deemed more vulnerable to infection and discuss any alternative arrangements, where required. • Staff and volunteers notify the headteacher and their line manager if they need to be shielded because they are extremely clinically vulnerable or if they are otherwise at increased risk from coronavirus. • Extremely clinically vulnerable staff and volunteers notify the headteacher and their line manager if they wish to return to work following a period of shielding. The headteacher and 	Y	SLT All staff	2.9.2020 Ongoing	L

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		<p>line manager ensure measures are in place to keep the staff member or volunteer safe whilst on the school site.</p> <ul style="list-style-type: none"> • Line managers hold discussions with staff who are deemed more vulnerable to infection and put any alternative arrangements in place. • The SLT considers requests made by staff who wish to make changes to their working environment or working hours in the interest of health and safety. • If required, staff can adjust their working hours, as agreed by the SLT. • The headteacher ensures that the school can be adequately and safely staffed. • The SLT discusses the implications on staff and pupil workload when the school reopens and puts a plan in place to minimise the risk of stress. • Pupils who are new to the school are provided with the appropriate support. • The headteacher and the DSL liaise with the appropriate LA to determine what additional support is available for pupils who are suffering with their mental health once they return to school. • The headteacher, teacher and the clinical team identify pupils with additional needs and put provision in place to ensure their needs are adequately and safely met, e.g. the relevant staff are available. • Teachers and TAs are prepared for changes to their routine. • The headteacher and DSL ensure provision is in place to help protect wellbeing and mental health, and ensure all staff, 				

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		volunteers and pupils have access to psychological support when the school reopens.				
Attendance	H	<ul style="list-style-type: none"> • Parents are informed that the usual rules on school attendance apply from September – this means parents have a duty to secure that their child attends regularly. • The attendance register is taken as normal and absences are followed up in line with the Attendance Policy. • The school will follow the most recent shielding guidance in terms of who can attend the school site. • Where a pupil is unable to attend the site because they are complying with clinical and/ or public health advice, they are offered access to remote education immediately. • Where a pupil is unable to attend school due to their parents following clinical and/ or public health advice, their non-attendance is not penalized. • Any concern from staff, parents and pupils about being on the school site are discussed between appropriate individuals. • Pupils who are reluctant or anxious to return to school are identified and relevant staff members develop plans to re-engage these pupils. • The school uses existing pastoral and support services, resources and funding, to put in place measures for those families who need additional support to secure pupils' regular attendance. • Local Authorities will be informed of any attendance concerns of the pupils which they fund on a regular basis, and in line with the Attendance Policy. 	Y	Anna Besley Ann Stewart	1.9.2020 and ongoing	L

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Access to learning	H	<ul style="list-style-type: none"> The Deputy Headteacher (Education) and subject leads work with teaching staff to identify curriculum priorities and ensure a plan is in place to provide adequate learning material. The Deputy Headteacher (Education) and subject leads identify what provision can be reasonably provided for pupils with EHC plans. A separate risk assessment is conducted to identify what additional support pupils with EHC plans require to make a successful return to education. Where appropriate, pupils with EHC plans and their parents are involved in the planning for their return to school. The Deputy Headteacher (Education) and subject leads work with teaching staff to ensure education can continue to be delivered to all pupils who are learning remotely, e.g. those sent home to self-isolate as a precaution. Teachers consider how to support the educational needs of disadvantaged pupils and pupils with SEND. Measures to reduce the risk of infection during music lessons are implemented, including physical distancing and positioning pupils back-to-back or side-to-side. PE lessons take place outside where possible and pupils are kept in consistent groups. 	Y	Thereza de Lucca Subject Leads Teachers	2.9.2020 Ongoing	L
Safeguarding	M	<ul style="list-style-type: none"> The DSL liaises with the necessary personnel and parents to manage and address any new and ongoing safeguarding concerns relating to the school opening, e.g. ongoing bullying. The DSL ensures that adequate pastoral care is in place to support pupils and staff who require it. 	Y	Anna Besley	2.9.2020 Ongoing	L

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		<ul style="list-style-type: none"> The DSL ensures the relevant staff have the appropriate training to support pupils and staff who require pastoral care. The DSL, and their deputies, are provided with time to help them support staff and pupils in relation to any new safeguarding and welfare concerns and the handling of referrals to children's social care and other agencies. 				
Behaviour expectations	M	<ul style="list-style-type: none"> The school's Behavioural Policy sets out behaviour expectations for pupils. Expectations are communicated clearly to staff, pupils and parents. Pupils who are struggling to reengage with school are supported appropriately. 	Y	Anna Besley	2.9.2020 Ongoing	L
Catering	M	<ul style="list-style-type: none"> The Headteacher liaises with school cooks to ensure the kitchens are fully open from the start of the Autumn term. 	Y	Ann Stewart	2.9.2020	L
Educational visits	M	<ul style="list-style-type: none"> Educational visits take place if coronavirus restrictions allow. Educational visits do not take place in a lockdown situation unless there are special circumstances which are considered by the SLT team. Any visits that take place are done so in line with protective measures, including keeping pupils in consistent groups and ensuring destinations are COVID-secure. Prior to any visit, a risk assessment is undertaken by the trip leader. A risk assessment and cleaning routine is in place for the use of school mini-buses. 	Y	Ann Stewart All staff	2.9.2020 Ongoing	L

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Communication	M	<ul style="list-style-type: none"> The headteacher contacts the local HPT for specific recommendations for their school. The headteacher puts into place any actions or precautions advised by the local HPT. The headteacher liaises with the LA about reopening the school and includes any local guidance into the Coronavirus (COVID-19) Opening Plan, where required. The school's website is kept up to date with any information regarding the school being open to all pupils, e.g. dates and local arrangements. Parents are informed via letter about the relevant information regarding reopening the school, including any pick-up and drop-off arrangements. Staff are informed via email about the relevant information regarding opening to all pupils, including any changes to the workday, e.g. staggered lunchtimes and social distancing. Staff are informed of who they can turn to for support and there are several avenues they can follow, e.g. line manager, other senior staff or colleagues. All staff and pupils are made aware of the symptoms of coronavirus, what to do if they display symptoms, and if others display symptoms. The headteacher liaises with the governing board about possible arrangements for reopening the school, where necessary. Pupils are informed via their class teacher about the relevant information regarding opening to all pupils, e.g. social distancing measures and how lessons will be delivered. 	Y	Ann Stewart All staff	2.9.2020 Ongoing	L

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		<ul style="list-style-type: none"> The headteacher informs staff and the governing board about the arrangements for meetings that would ordinarily take place in person, e.g. interviews, and how these will be carried out in line with social distancing guidance when the school reopens. 				
Contingency planning	M	<ul style="list-style-type: none"> In the event of a local spike in coronavirus infections, the school will follow the advice from the DfE and relevant local authorities. <ul style="list-style-type: none"> DfE coronavirus helpline Email: dfecoronavirushelpine@education.gov.uk Telephone: 0800 046 8687 Helpline opening hours: Monday to Friday 8a.m. to 6p.m., Saturday and Sunday 10a.m. to 4p.m. Public Health England East Midlands: Dr Fu-Meng Khaw, Centre Director, PHE East Midlands, Seaton House, City Link, Nottingham, NG2 4LA. 0344 225 4524. Please see the school's coronavirus contingency plan for more details. 	Y	Anna Besley	1.9.2020	L
Testing	M	<ul style="list-style-type: none"> Staff will have twice weekly LFD tests from the week beginning the 4.1.2021. Parents will have the opportunity for their secondary aged children to have LFD tests from the 11.1.21. Daily LFD testing will be available for staff who may have been in contact with a positive coronavirus case in January 2021 (cancelled after this point due to a change in government guidance). 	Y	Ann Stewart Anna Besley	8.1.21	L
Vaccination	M	<ul style="list-style-type: none"> All staff offered the opportunity to have a COVID-19 vaccination from the week beginning the 8.2.21. Staff encouraged to have the vaccine by SLT. 	Y	Ann Stewart	End of February 2021	L

