## Fairburn View Primary School Covid-19 Risk Assessment

## September 2020

Risk	Severity of risk	Who is at risk	Measures to be put in place to control this risk?		Who is responsible for implementing the measures	By when should the measure be actioned	Measures completed
Transmission of Covid-19 due to an infectious person attending site	Medium	Families, pupil, staff	Safety and hygiene procedures  1. Clear guidance given on the 3 symptoms and isolation timelines on website  2. All pupils to remain in their year group bubbles in their own classrooms, using their own entrance and exit.  3. All pupils to be encouraged to distance at 1m when possible  4. Procedures in place for isolating symptomatic people on site and sending them home  5. Handwashing procedures and hand sanitisers available at all times and in all rooms  6. PPE equipment available for all staff to use  7. Staff, pupils and parents to be reminded that they must isolate for 14 days if they are contacted through Test and Trace  8. Cleaning supplies available to all staff in classrooms  9. Additional cleaning staff working throughout the day keeping communal areas and surfaces clean  10. Every classroom to be cleaned thoroughly every evening  11. Emergency deep clean system ready in the event of a confirmed case of Covid-19 within the school  12. Any waste from a person with symptoms to be double bagged and left for 72 hours before being put in waste  13. At reception visitors are asked if they have any symptoms and their temperature is taken	Low	Caretaking and building hygienist staff Office staff SLT	From 7 <sup>th</sup> September onwards	Continuous
Transmission of Covid-19 during drop off and collection times	Low	Families , pupils and staff	<ol> <li>One way system in place for front of school</li> <li>Separate entry points for different year groups</li> <li>School building open from 8.15sm to prevent large groups queuing</li> <li>Staggered end of day time for different year groups to prevent large groups of parents gathering.</li> <li>Parents to wait on playground area and children brought to them so they do not crowd around door areas</li> <li>Parents updated through Facebook and text</li> </ol>	Low	SLT Office staff Caretaking staff Classroom staff	7 <sup>th</sup> September	Continuous
Transmission of Covid-19 in classrooms	Medium	Pupils and staff	1. Teaching staff to remind children to keep their distance 2. No sharing of personal stationery 3. Shared equipment to be cleaned and sprayed immediately after use and put away 4. No sharing of equipment between classes 5. Windows to be kept open	Low	Teaching staff SLT	7 <sup>th</sup> September	

		1			1		
			6. Classrooms to be cleaned thoroughly at the end of the school day				
			7. Children and staff to regularly wash or sanitise their hands throughout the	1			
			day				
			8. Teachers to wash their hands after marking books				
			9. No over the shoulder marking				
			10. Children to have their own equipment kept in plastic wallets				
			11. Staff have face masks and visors if required during small group work				
Transmission of Covid-19 in	Medium	Pupils and	1. School building opens at 8.15am to reduce pupils crowding in corridors	Low	Building	7 <sup>th</sup>	
communal areas		staff	<ol><li>Staggered end of school and different entrances and exits for pupils form</li></ol>		hygienists	September	
			different year groups		Caretaking		
			3. Pupils escorted to play areas and dining rooms safely and in a safe manner to		staff		
			ensure no mixing of classes on corridors				
			4. Pupils to sit in year groups in dining rooms				
			5. Pupils to sit in year groups at breakfast and tea time clubs				
			6. Children to walk down side of corridors in case they have to cross with other				
			pupils	1			
			7. Toilets to be cleaned regularly				
			8. Staff not to congregate in staff room but eat in separate areas				
			9. All communal surfaces must be wiped down with anti-bacterial cleaning				
			material after use.				
			10. Staff briefing is by staff briefing notes by email twice a week.				
			11. Assemblies are twice a week via zoom				
Transmission of Covid-19 in	Medium	Staff	2m distancing in place as best as possible	Low	Building	7 <sup>th</sup>	
staff office spaces			2. Sitting side by side		hygienists	September	
			3. No hot desking		, 9.0		
			4. Shared equipment must be wiped down with snit-bacterial spray after use	1			
			5. Messages to office staff by phone or email	1			
			6. Stand at stable door if staff wish to speak to office staff				
			7. Staff to use visors when speaking to visitors				
			8. Visitors to be asked if they have any symptoms and temperature taken				
Transmission of Covid-19 due	Medium	Staff, pupils	Regular assembly and PSHCE themes to do with keeping safe and following	Low	SLT	7 <sup>th</sup>	
to pupils not following safety	ivicululli	and	rules for safety	LOW	Teaching staff	September	
procedures		families	Posters around school with regards keeping distance and handwashing		reactiffy staff	September	
procedures		juitilles	<ol> <li>Posters around school with regards keeping distance and handwasning</li> <li>Behaviour system to be followed including lunchtime detentions in classrooms</li> </ol>	1			
			, ,				
			but still reported to phase leaders				
			4. School behaviour policy updated to reflect the safety measures required due				
In an annual wish of the control	0.4 = =15	C+-ff	to Covid-19	1	CENC	<b>7</b> th	
Increased risk of transmission	Medium	Staff and	Individual risk assessments to be carried out for each child. If their needs cannot be met	Low	SENCo	,	
for SEN children		pupils and	safely at school the child cannot attend	1	Teaching staff	September	
	ļ <u>.</u>	families		1.	1		
Transmission of Covid-19 due	Low	Staff and	Staff meetings by zoom to remind staff of expectations	Low	SLT	7 <sup>th</sup>	
to staff not following safety		pupils	<ol><li>Staff briefing notes by email twice a week</li></ol>		All staff	September	
procedures							
Heightened risk of those in	Medium	Pupils and	<ol> <li>Staff to be reminded of the 2m distancing for all staff</li> </ol>	Low	Head teacher	7 <sup>th</sup>	
vulnerable groups who were		staff in the	<ol><li>Vulnerable staff not to move year groups but stay in key rooms</li></ol>	<u> </u>		September	

previously shielding (clinically vulnerable or extremely vulnerable)		vulnerable groups	3)	Staff to be able to go home quickly if they feel ill or consult their doctor during school hours				
Increased presence and use of cleaning chemicals on site	Low	Pupils	1) 2) 3)	No children to use anti-bacterial sprays  No cleaning materials to be left near children out in classroom  Staff only to use anti-bacterial spray or wipes. Cleaning chemicals to be used by those trained in their use.  Avoid contact with eyes and skin	Low	Caretaking and building hygienist staff	7 <sup>th</sup> September	
Additional work pressure relating to operating at school under coronavirus safety restrictions resulting in stress or anxiety	High	Staff	1) 2)	Acknowledge staff concerns and address any issues quickly Put in additional support or safety measures as required	Low	Head teacher	7 <sup>th</sup> September	
Increased staff absence results in some groups not being able to attend school due to unsafe staff-pupil ratio	High	Staff and pupils	1) 2) 3) 4)	Staff to inform school immediately if showing symptoms or having been contacted by track and trace  Head tecaher to decide whether a year group can function due to staff number safely  Supply teacher to be employed from teaching personnel who does not have covid 19 symptoms  Year group rooms to have a deep clean	Medium	Head teacher	7 <sup>th</sup> September	
Increased safeguarding risks to children	Medium	Pupils	1) 2) 3) 4) 5)	Phone calls home to absent pupils and home visits to take place on the door step, staff not to enter the house During phone calls or visits ask to speak or see the child Remind children to talk to an adult and that feeling safe is important Record all concerns on CPOMS asap Follow all safeguarding procedures quickly after a child makes a disclosure	Low	Safeguarding team	7 <sup>th</sup> September	