

## Risk Assessment Pupils / Staff July 2021

Issue: The risk of contracting Covid 19 through contact

This risk assessment aims to mitigate this risk through putting in place actions to reduce or prevent it, the aim is to reduce connectivity for children and adults caring for them. The two main types of connectivity are social contact and contact through touching objects. We will continue with the 2m rule around school where possible, however it is the adult's responsibility to develop their own social distancing habits.

Pupils do NOT need to wear face coverings at school.

Description of risk	Likelihood	Impact	Mitigation actions Preventative or contingency	L	I	Monitoring, who when
<b>1. On arrival</b>			On arrival all pupils must wash hands.			Teachers daily
Social contact too close between pupils staff and parents	5	5	Classes to line up at specific points away from school doors at the beginning and end of day. Leaving space between each other. Parents should not enter the EYFS building and must wait on the EYFS playground, behind the barriers. YR 1 parents will collect from year 1 playground gate and not enter the year 1 playground. Only one parent/carer should drop off and parents should be encouraged to drop pupils off at the gates in the morning. Pupils able to come to school on their own (year 3 upwards) should do so. Staff to choose whether or not they wear face masks.	2	5	Teachers, SLT, Pastoral support daily
Social contact too close between the teacher and parents	5	5	Teachers have a 2m exclusion zone outside their drop off/pick up area. No parent or child to enter this. It is the staff's responsibility to ensure social distancing during pick up and drop off.  There will be no opportunity to stop and talk to teachers, all communication should be done via emails within the times stated in our remote learning policy.	2	5	Teachers, SLT, Pastoral support daily

2.In the classroom	5	5	<p>Teachers to teach and reiterate the importance of social distancing and hygiene through PSHE lessons. Parents and carers to support and continue reminding pupils at home. Class windows and door to be opened at all times when temperatures outside are mild. If the room becomes too cold teachers can shut windows but must keep class doors open.</p> <p>All classes and rooms will have disinfectant spray, disposable cloths and liquid soap and a big bin for used towels and cloth.</p> <p>All phases to have a large container to fill sprays up from.</p>	2	5	Teachers, daily
Social Contact too close between pupils and teacher	5	5	<p>Teacher has a 2m zone at the front of the class as a distancing guideline, pupils can enter this zone as it is purely a social distancing measure so staff can develop their social distancing habits. Teachers can circulate the room but must think of ideas to reduce social contact.</p> <p>EHCP pupils to be seated near to door to enable space for 1:1</p> <p>See intimate care below for EYFS</p> <p>Any need for imitate care for SEMH and other EHCP pupils, one to one staff should wear the PPE provided</p>	2	5	Teachers, daily
Social Contact too close between pupils in class	5	5	<p>Pupils can sit in group tables and may sit face to face.</p> <p>Pupils refill water bottles individually using the classroom sink, water fountains will continue to be out of use.</p> <p>Pupils access toilets and hand washing should be kept to small groups.</p> <p>All pupils to use coat pegs as normal.</p> <p>In EYFS:</p> <p>Pupils can use all resources as per pre-COVID times, they will be spread out and include resources they can play with independently. This includes soft furnishings.</p>	2	5	teachers, daily
Risk of infection from touching resources for staff and pupils	5	5	<p>All pupil's Yr's 2-6 to have a pencil case with key resources, books should be put back in children's drawers and handed out daily.</p> <p>EYFS &amp; Yr 1 resources may be shared between pupils.</p>	2	5	Teachers, daily

			<p>All soft toys, soft furnishings, non-wipeable and very small resources to be back in use with cleaning schedule in place. This should be organised by each phase. E.g. rugs and pillow cases washed fortnightly, small plastic toys washed weekly.</p> <p>All rooms to be cleaned by cleaners each night.</p> <p>Pupils who bring in a mobile phone to place in named plastic wallet near classroom door on entry and one adult from phase to collect them and take to the front office.</p> <p>Paper registers will not be sent out unless teachers cannot access SIMMS, in which case call down to the office and Catherine will print and bring you one.</p> <p>Pupils can individually fill up bottles at the class sink.</p> <p>Washing hands afterwards.</p>			
Marking	2	5	Marking to be done daily following the marking and feedback policy as per pre-COVID times.	2	5	
iPads	5	5	If iPads are used they must be collected individually and wiped and re-wiped at end of use and put away individually	2	5	
Risk of contact in corridors and on stairs	5	5	<p>All pupils to operate same entry and exit times but staggered play and lunch time.</p> <p>Pupils walk on the left-hand side of corridors and in single file.</p> <p>No group assemblies will take place.</p> <p>Staff to be vigilant on corridors to maintain social distancing where possible during transitions.</p> <p>All staff to have personal choice to wear masks in communal areas and phase rooms.</p>	2	5	Teachers, SLT, Pastoral support daily
Risk of infection from touching surfaces for staff and pupils	5	5	<p>Class hygiene routine to be implemented. Regular wipe downs of all surfaces including taps and door handles.</p> <p>A floating cleaner will be continually wiping down and disinfecting corridors and stairwells and toilet /sink handles etc.</p>	2	5	Teachers, SLT, Pastoral support daily

<b>3.At break times and lunchtimes</b>	5	5	<p>Each class group to put out own equipment bin. All equipment to be wiped down every Wednesday.</p> <p>There will be a rota for the use of the dining hall, all year groups will now be eating in the hall.</p> <p>Classes to go outside at staggered times and have allocated areas.</p> <p>Climbing frames to be back in use with weekly cleaning.</p> <p>See lunchtime risk assessment</p> <p>EYFS - Snack should be given out by adults. Pupils to wash hands and then children will be asked to verbally make their choice, 1 adult will then place that option down for child to collect</p>	2	5	Teachers, SLT, Pastoral support daily, lunchtime organisers.
<b>4.PE lessons/ Commando Jo</b>	5	5	<p>Week commencing 6<sup>th</sup> September- no changing for PE.</p> <p>Week commencing 13<sup>th</sup> September onwards; KS1 pupils to change in classrooms</p> <p>KS2 girls to change in changing rooms</p> <p>KS2 boys to change in classrooms</p> <p>Each class will have a daily mile slot</p> <p>Manchester City Coaches and Commando Jo to follow school risk assessments</p> <p>Hand washing on entry back to class</p>	2	5	Teachers daily
<b>5.Risk of infection from sick children and administration of first aid</b>	5	5	<p>Pupils should not be sent to school if they or any family members are showing any of the symptoms of Covid 19 .</p> <p>Any pupils displaying symptoms will be sent home and staff will maintain a 2m distance from them where possible. If this is not possible PPE must be worn.</p> <p>Non-contact digital thermometers to be used immediately if any child feels at all unwell to check temperature.</p> <p>Follow Guidance re isolating pupil whilst waiting for collection</p> <p><b>First Aid: See APPENDIX B</b></p>	2	5	First aiders, pastoral support daily
<b>6.Risk of infection from sick adults</b>	5	5	<p>All staff must follow the government guidance and self-isolate if necessary.</p> <p>Non-contact digital thermometers to be used if staff start to feel unwell at work.</p>	2	5	SLT daily

			<p>If a member of staff feels unwell they must isolate themselves and contact senior leadership immediately before going home. When leaving building they must NOT seek contact with anyone else.</p> <p>All visitors to have temperature checked on arrival.</p>			
<b>7.Risk of infection from intimate care</b>	5	5	<p>Pupils requiring intimate care will have a personal risk assessment and staff will be required to wear PPE.</p> <p>Toileting accidents: Adults to encourage pupils where possible to change themselves, talking them through it from a 2M distance. Keep changing to pupils' own toilets to avoid cross contamination in the staff toilet - hygiene room.</p> <p>Staff to have access to and wear full PPE should a child have a toileting accident - if they have soiled - to be sent home</p>	2	5	Phase leaders daily
<b>8. Risk of infection from pupils refusing to follow the social distancing rules and hygiene rules</b>	5	5	<p>Parents must explain and teach children the guidelines before they return to school. Pupils will be taught and reminded during the day at school.</p>	2	5	SLT, pastoral support daily
<b>9.On departure</b>	5	5	<p><b>Parents and carers must be prompt</b></p> <p>For any child not collected due to a late parent or carer, the adult should take the child to the admin office who will call the parent or carer.</p>	2	5	Teachers, SLT, Pastoral support daily

Mitigations from July 21 to further ensure safety. These mitigations are in addition to mitigations already in place and will help reduce the identified risks.

- Remove staggered start and end times from Monday 13th September, Rylance street & Myrtle gates open to anyone
- Class bubbles will no longer be in effect. If someone shows symptoms they must go home to self-isolate until their PCR test comes back. If negative they should return to school, if positive they should self-isolate as per government guidelines.

- In mornings, evenings and for play and lunchtimes, Years 2-6 classes to line up on playground at their designated points. Year 1 drop off, pick up at Year 1 playground gate.
- Children who walk home by themselves can now walk home with children from other year groups.
- Mixed year interventions can take place eg. phonics
- SPLD and Pastoral interventions will continue as usual
- Lunchtime – tables will be separated as much as possible to allow all year groups in over three sittings; LO's to be assigned to classes as per the lunchtime rota
- Years 1 to 6: Children must continue to play outside at their staggered break and lunch times to control behaviour issues as these staggers have had a positive effect.
- Reading areas will be back in use
- All staff have a personal choice to wear their masks in school
- Late pupils in morning and children not collected at the end of day not to wait in foyer, in the morning they must stay outside school. In the evening spaced along corridor outside Amies's room. Parents must ensure pupils arrive / leave promptly, unless in emergency situations.
- Staff to social distance where possible.
- ECT (MG and HD) self-directed study: meeting with mentor should be socially distanced and in a well-ventilated room. If this is not possible use zoom, 45-minute meetings are free and you can set up any time
- EYFS adults to wear visors in close contact if you wish
- Pupils do NOT need to wear a face covering in school