

**Risk assessment relating to Covid-19: partial reopening for pupils in EYFS, Year 1 and Year 6.**

Based on the assumption that all pupils will attend

<p><b>Last reviewed: 15.09.2020</b>  <b>By:</b> William Webb (Headteacher and H+S lead)</p>	<p><b>Venue (including environment): (school site)</b>                  The Ridgeway CE Primary School.</p>
<p><b>Review dates:</b>  <b>Daily</b></p>	<p><b>RA completed based on DfE guidance which states DfE recognises that young children cannot be expected to remain 2m apart from each other and staff</b>  <b>Docs referenced</b></p> <p>Actions for educational and childcare settings to prepare for wider opening from September 2020 - <a href="https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools">https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</a></p> <p>Coronavirus (COVID-19): <a href="#">implementing protective measures in education and childcare settings</a></p>

<b>Significant Hazards and/ or Identification of Risks including who might be harmed</b>	<b>Risk without control measure</b>	<b>Control Measures</b> <i>Specific control measures for Col 1. This should result in a risk that is at the lowest acceptable level. Anything other than this will require further Control measures to be put in place</i>	<b>Residual Risk</b> <b>H / M / L</b> <i>Aim for L, if not reconsider Col 3</i>
<p><b>Contact with adults and children who are infected with Covid-19-</b></p>	<p><b>High</b></p>	<p><b>Reiterate hand washing guidance.</b>  <a href="https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/">https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/</a></p> <p><b>Write to parents to remind them of the most up to date social distancing guidelines - latest ones – 4<sup>th</sup> July</b></p> <p><b>All children who are displaying symptoms must stay at home</b>  <a href="https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-in-children/">https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-in-children/</a></p> <p><b>Reminding parents</b>                      school uniform – no indoor shoes                      Clothes must be washed daily – new clothes per day                      Protocol around coming into and leaving school                      No items to be brought in from home other than books and requested</p>	<p><b>Low- medium</b></p>

kit.

Water bottles to be taken home daily and washed.

Reading books can go home – each class will have a return box. Hand in no later than a Thursday. Return box then not emptied until Monday morning.

Book bags allowed.

Hard lunchboxes or throw away wrapping only

**Write to pupils to remind them about personal care e.g. E Bug and PHE**

**Staff reminded about of symptoms and government guidelines to self-isolate.**

**Clear process for entry**

- Staff to sanitise hands before entering the school. Alcohol sanitiser to be in school foyer.

**Staggered start process for entry**

- All parents to wait with their children (*see opening plan for more detail*). Children will then be collected by TA or Teacher.
- Pupils to thoroughly wash hands as they enter the classroom using sanitiser dispensers. X2 installed per class.
- 1 parent to pick up/ collect

**Essential contractors and essential visitors only** (e.g. social worker/ fire maintenance – if possible to be on site out of hours. If entry require during school day the following will take place

- Sanitise hands using alcohol sanitizer in the school foyer.
- To be asked by Administrator ( Mrs Davies or Mr Webb) whether they've had any symptoms of being ill.

**End of day routine staggered**

- Exit points same as entry points minus Golden Eagles who will use two doors (*see opening plan for further detail*).
- No parent to be allowed in school unless a social distancing meeting has been set up.

		<p>- Walkie Talkies to be used throughout the day to facilitate this effectively.</p> <p><b>Pupil or staff member testing positive to inform school so that PHE can be fully consulted.</b></p>	
<p><b>Pupil developing symptoms of Covid-19 while at school and transmitting Covid-19 to other pupils and staff</b></p>	<p><b>High</b></p>	<p><a href="https://www.rcpch.ac.uk/resources/covid-19-research-evidence-summaries#epidemiology">https://www.rcpch.ac.uk/resources/covid-19-research-evidence-summaries#epidemiology</a> – Key Royal College of Paediatrics and child health to be referred to by staff and parents throughout this pandemic. It’s continually being updated with clear guidance.</p> <p><a href="https://covid.joinzoe.com/data">https://covid.joinzoe.com/data</a> to also be used to monitor Covid-19 presence in our immediate area i.e. country infection level.</p> <p>Child to be managed sensitively. All ill children to be managed in Head teachers office (Set-up with PPE) with a member of first aid trained staff (Will Webb and Anna Cassidy to be the two main members of staff). Parent to be contacted immediately.</p> <p>Parent of potentially infected child will be given test kit by school. School’s are being provided with these from September 2020</p> <p>A face mask, disposable apron, safety visors and disposable gloves should be worn by the supervising adult.</p> <p>If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.</p> <p>Parent to collect child from outside the school office. They are not to step into the foyer. Must wait outside.</p> <p>Additional clean of all areas used by the child to then take place. Deep clean to happen if that child is confirmed as having Covid-19.</p> <p>If more than one child is ill – apply 2m distance for those children</p>	<p><b>Low – Medium – Covid-19- infection levels have dropped substantially over the last few months however we cannot determine if Covid-19 is present and has been transmitted before symptoms show</b></p>

		<p>All other first aid to be treated in classroom/outside area designated for that child.</p> <p>PHE flow chart to be followed for what to do with the wider school in the case of a suspected Covid-19 case. Key example in the flow chart is that if one child has symptoms, the rest of the class and teacher continue until the test results come back – all parents informed via text. If the child is confirmed as having Covid-19, PHE are phoned and the advice will be fully followed.</p>	
<p><b>Coivid-19 is transmitted through surface contact</b></p>	<p><b>High</b></p>	<p>All unnecessary resources packed away.</p> <p>Soft furnishings removed from work areas.</p> <p>Regular (but at a minimum coming into school, before and after break time and lunchtime, after a cough or sneeze, after using the toilet, leaving school) hand washing and sanitising. Ensure soap is available and if possible height appropriate. Sanitiser foam dispensers to be installed in each classroom and the hall. X2 per room.</p> <p>All children to have their own pencil/pen and ruler.</p> <p>Colouring pencils, scissors, rulers, sharpers, laptops can be used but must be cleaned before and after use.</p> <p>Multiple boxes of tissues and disinfectant wipes available in every classroom or room where children and adults are working.</p> <p>Climbing frames and outside equipment not to be used apart from Reception area, which will be used by Reception children – full Dettol clean to follow each day.</p> <p>All children to use their normal toilets. Only to go in if they need the loo. Hand cleaning can take place in class using dispensers (interim foam sanitiser bottles to be used until dispensers arrive – delay on delivery).</p>	<p><b>Low / medium</b></p>

		<p>Children to wait if there is another child from a different class in the toilet. Up to 3 children from the same class can use the toilets at the same time.</p> <p>All internal doors which are not fire doors or safeguarding doors to be pinned open at all times.</p> <p><u>EYFS and Year 1</u> All resources must be cleaned at the end of each day so resources available to children will be limited. Milton solution to be used at the end of each day.</p> <p>Light switches and handles to be cleaned at the end of each day.</p> <p>Desks to be cleaned before eating.</p> <p>All PE equipment used during PE lessons will be cleaned at the end of each session using Dettol spray. Equipment used will be hard and easy to clean.</p> <p>School cleaner to clean all areas of the school before the start of each school day.</p> <p><b>Staff shared areas- staffroom and staff toilets</b> – Dettol wipes to be provide in each area. All handles in toilet to be wiped down by person after use.</p> <p>School cleaner on site daily.</p>	
<p><b>Coivid-19 is transmitted in particular through contact due to 2 metre social distancing rule not being applied between adults and adults and children.</b></p>	<p><b>High</b></p>	<p><b>Limiting contact:</b></p> <p>Whole class bubbles are allowed.</p> <p>Adults must observe social distancing throughout the day. Adults can work between between bubbles but they must continue to observe social distancing.</p>	<p><b>Low- Medium</b></p>

Children will be set up in class so that they are facing forwards.

If adults need to get closer to children i.e to discuss work etc, they need to do it talking from behind or side on. Face to face should not happen.

4 class bubbles of children

Robins

Golden Eagles

House Martins

Wrens

Wrap around care – to happen in the hall. Hall to be split into quadrants. Class bubbles will then be maintained in the set quad areas organised by Red Kites.

Bubbles using toilets

Robin children to use Robin toilets

All other children to use their normal toilets. Only to go in if they need the loo. Hand cleaning can take place in class using dispensers. Children to wait if there is another child from a different class in the toilet. Up to 3 children from the same class can use the toilets at the same time.

All adults to use the two toilets available. Disinfectant wipes to be used on handles when finished -every time.

Playground and field to be zone – 2 zones. Timetable (*please refer to timetable in separate document*) set up to ensure we only have half of the school outside playing at any given time. This will be for break and lunch.

		<p>Lunch to be eaten in classrooms - all food made by the kitchen will be a packed lunch for Term 1. Louise will deliver packed lunches to classroom doors . Each class will be given food in a paper bag. This an then be thrown away at the end. Black bags to be used.</p> <p><b>Staggered start and end of school day:</b></p> <p>Reception, Year 2, Year 5 and Year 6 – <b>9am – 2:45pm</b>  Year 1, Year 3 and and Year 4 – <b>9:15am-3pm</b></p> <p><b>Multiple entry points around the school</b></p> <p><b>Robins</b> – To use their fire exit door as usual. Parents will wait just outside Robin class in a spread out manner.</p> <p><b>Golden Eagles</b> – To use playground door opposite Golden Eagle’s classroom for entry – road cones to be used to mark out area for waiting. To leave via the hall door like normal.</p> <p><b>House Martins</b> – To use their fire exit as usual.</p> <p><b>Wrens</b> – To use their fire exit as usual.</p> <p>Movement around the school to be limited and managed: corridors marked, no whole school/ year group school assembly.</p>	
<p><b>Ratios not fulfilled because of insufficient staffing</b></p>	<p><b>Medium</b></p>	<p>Ratios set around whole class set-up.  1:13 in Robins  Normal levels in Golden Eagles, House Martins and Wrens i.e. it can be 1:30. This will not be the case for us though. 1:26 in Wrens will be the highest.</p> <p>If whole school staffing falls to insufficient numbers, Teams will not be</p>	<p><b>Low – medium</b></p>

		<p>able to attend.</p> <p>Pupils with 1:1 support to be in place.</p> <p>First aid and Paediatric first aid member of staff to be on site at all times.</p> <p>System to be in place where an additional person is available (Will Webb via radio) to support if an emergency/incident happens with a child.</p>	
<b>Children and adults are at higher risk of contracting Covid-19 with reference to named pupils.</b>	<b>High</b>	Risk assessment in place for named pupils	<b>Low- Medium</b>
<p><b>How will you undertake ongoing risk assessment review?</b></p> <ul style="list-style-type: none"> <li>- dynamic RA for all staff; apply government updates; regular review by governors, Headteacher and whole staffing team meetings using Zoom.</li> </ul> <p><b>Monitoring Arrangements</b></p> <ul style="list-style-type: none"> <li>• Staff meetings – Weekly in September 2020</li> </ul> <p><b>Where more than 1 employee need to be informed, how will this be done?</b></p> <ul style="list-style-type: none"> <li>- Shared via email and/or text staff (Whatsapp) to reply to say they have read and understood risk assessment as per our current practice.</li> </ul>			
<p><b>Name of Assessor</b> William Webb</p> <p><b>Job Title</b> Headteacher</p> <p><b>Date of Assessment (last review):</b> 15.09.2020</p>		<p><b>Signed</b></p> <p>(Manager/Head of Establishment/Setting)</p> <p><b>Name William Webb (Headteacher and H+S lead)</b></p> <p><b>Date 15.09.2020</b></p>	