

Risk Management - Assessment Report

Work Area or Activity:	Stithians School reopening
Risk Area:	Management and Site Maintenance
Assessment Framework:	Full Re-Opening of Schools - COVID 19
Competent Person	Nick Illsley
Groups Affected:	All staff and Pupils
Assessed on:	08/09/2020
To be Reviewed on:	02/12/2020

Risk Rating:	Below 9 - Low Risk 9 to 14 - Medium Risk 15 or above - High Risk
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What are the Hazards?	What is already being done?	Is this considered satisfactory?	Risk Findings
Failure to follow Government, DFE, Local Authority, PHE and NHS advise.	We are following all the advice and guidance related to schools reopening	Yes	Severity:2 Likelihood:2 Risk Rating:4
Premises/compliance not checked to ensure full reopening is safe.	The premises are safe to reopen. The building is deep cleaned and the classrooms are re-organised to allow for children to be taught in rows from Year 1 upwards. The reception class has organised their tables and work areas to allow for a suitable working environment to be created.	Yes	Severity:2 Likelihood:2 Risk Rating:4
Standard Operating Procedures not amended (where necessary) to reflect changes in occupancy e.g. fire and evacuation procedures, movement around site, vehicle movement etc.	Operating procedures have been amended - there are staggered starts to the school day with one infant and one junior class arriving and leaving at the same time. The front and rear play areas are sectioned off to avoid cross pod mixing. Dinner times and break times are also staggered and toileting is limited to one child at a time from each class. Sanitizer and regular hand washing is in operation. School dinners are all packed lunches with the classrooms being used to eat in prior to access outside. The hall is not used for meals but is available to two classes a day - a morning slot and an afternoon slot with cleaning taking place at lunchtime.	Yes	Severity:2 Likelihood:2 Risk Rating:4
Lack of procedures in place for controlling visitors, contractors and deliveries to site (this should include unauthorised visitors) ? consideration should also be given as to whether to resume Lettings etc.	Access is allowed to compliance contractors but after school hours. Sports providers and music service teachers must comply with Covid guidelines and provide the school with their risk assessments prior to commencing work.	Yes	Severity:2 Likelihood:2 Risk Rating:4

Lack of up to date information for Staff.	The staff are kept informed as the guidance changes. this is done via meeting, zoom or email	Yes	Severity:2 Likelihood:2 Risk Rating:4
Lack of up to date information for Students, Parents and Guardians.	Parents and pupils have the routine and procedure explained to them via email and within the classrooms. Parents are kept up to date using the email system and also the school website. Each class and group have an email group contact set up as do the whole parent body. Risk assessments are displayed on the website.	Yes	Severity:2 Likelihood:2 Risk Rating:4
Failure to provide support and/or reassurances to Staff who are anxious about a full return to school.	All staff have completed an assessment and a declaration that they are happy to come into school. One teacher remains isolating because for health issues within the family	Yes	Severity:2 Likelihood:2 Risk Rating:4
Failure to provide support and/or reassurances to Student, Parents and Guardians who are anxious about a full return to school.	All parents have been given access to the school teachers and head via email or in person. Any concerns can be discussed and a solution sought. All pupils have returned to school	Yes	Severity:2 Likelihood:2 Risk Rating:4
Staff identified as clinically or extremely clinically vulnerable, staff identifying as being BAME and staff who are pregnant attending site.	Clinically vulnerable staff have been spoken to and a solution has been found for them	Yes	Severity:3 Likelihood:2 Risk Rating:6
Staff living with someone or having regular contact with someone identified as being clinically or extremely clinically vulnerable, identifying as BAME or pregnant attending site.	Clinically vulnerable staff have been spoken to and a solution has been found for them	Yes	Severity:3 Likelihood:2 Risk Rating:6
Students identified as clinically or extremely clinically vulnerable, students identifying as being BAME and students who are pregnant attending site.	We are aware of the children with underlying health problems and are in close communication with the parents about the safety measures in place and necessary additional steps that might be required to support them	Yes	Severity:3 Likelihood:2 Risk Rating:6
Students living with someone or having regular contact with someone identified as being clinically or extremely clinically vulnerable, identifying as BAME or pregnant attending site.	We are aware of the families with underlying health problems and are in close communication with the parents about the safety measures in place and necessary additional steps that might be required to support them	Yes	Severity:3 Likelihood:2 Risk Rating:6
Staff displaying known symptoms of COVID-19 whilst on site or living/having regular contact with someone displaying known symptoms.	Any staff who display the Covid symptoms are isolated and sent for a test. They self isolate until the test is back and reads negative. If positive they will isolate for 14 days.	Yes	Severity:3 Likelihood:2 Risk Rating:6

Students displaying known symptoms of COVID-19 whilst on site or living/having regular contact with someone displaying known symptoms.	Any pupils who display the Covid symptoms are isolated and sent for a test. They self isolate until the test is back and reads negative. If positive they will isolate for 14 days.	Yes	Severity:3 Likelihood:2 Risk Rating:6
Lack of procedures in place to manage confirmed cases of COVID-19 within the school community.	If a child is confirmed as a covid case we will inform public health and the local authority. The school will then follow the COVID 10 early outbreak management guidelines	Yes	Severity:3 Likelihood:2 Risk Rating:6
Lack of procedure in place should an outbreak result in rapid closure of the premises or part of the premises.	we would follow advice of PHE and HPT and close pods or the school if necessary	Yes	Severity:3 Likelihood:2 Risk Rating:6
Travelling to and from school ? walking, cycling, parents dropping off on foot or via car, own school transport (minibuses), school transport providers and public transport.	Parents have been asked to only bring their child at the appropriate time and to drop them in the playground. Most come by car or on foot	Yes	Severity:2 Likelihood:2 Risk Rating:4
Mass arrival and departure to and from school resulting in gatherings at school gate(s) and access points.	We stagger the start and end of the school day. Barriers are in place to divide the two arriving classes. The classes have a 15 minute window to drop off and collect their child and have been encouraged to maintain social distancing and stagger their arrivals and departures.	Yes	Severity:3 Likelihood:2 Risk Rating:6
Failure to coordinate arrival times with other users of the site such as nurseries that are not under school management.	Pre school have their own entry point and time for both drop off and pick up	Yes	Severity:3 Likelihood:2 Risk Rating:6
Failure to coordinate arrival times on sites of multiple occupancy.	The arrival and departure times are coordinated by headteacher who is on the gate in the morning and evening	Yes	Severity:2 Likelihood:2 Risk Rating:4
Failure to allocate year groups and staff into bubbles (in order to deliver the full range of curriculum subjects) and maintain distancing between bubbles during movement around site.	All pupils are allocated to a class pod and stay in these pods all day including break and lunchtime	Yes	Severity:3 Likelihood:2 Risk Rating:6
Failure to have procedures in place for staff/students coming into contact with others returning from parts of the UK and overseas known to have had recent spikes in COVID-19.	We would be relying on parents to inform us of any potential risk.	Yes	Severity:3 Likelihood:2 Risk Rating:6
Failure to amend existing risk assessments for school trips, visits and extra-curricular activities ? domestic overnight stays and overseas visits are not advised at this stage.	We do not have any visits planned at the moment. Swimming is currently postponed and will be for the foreseeable future. Next years summer camp has a provisional date but is dependent on the situation at the time	Yes	Severity:3 Likelihood:2 Risk Rating:6

Lack of facilities to accommodate year group bubbles whilst maintaining distancing between bubbles ? classrooms, work areas, lunch/break areas and recreational spaces.	The children are within their classroom so movement within the school is kept to the minimum. Only one class in each area of the school will be using the entry / exit at any one time	Yes	Severity:3 Likelihood:2 Risk Rating:6
Lack of hand washing and welfare facilities to accommodate year group bubbles whilst maintaining distancing.	Each classroom has a sink and hand washing solution. They also have paper towels and sanitizer. Staggering the use of these facilities is organised by pod staff.	Yes	Severity:3 Likelihood:2 Risk Rating:6
Staff and students not washing hands frequently.	Staff and pupils are encouraged to wash and sanitize frequently. Bottles of sanitizer are in both entrances and in each classroom. The office and reception have their own. Wipes are available and used to clean the computer between users and to clean the desks	Yes	Severity:3 Likelihood:2 Risk Rating:6
Over-use of hand sanitiser etc.	Sanitizer is dispensed by the staff to the pupils. There are sanitizer dispensers by the entry points but these are only used at the start and end of the day	Yes	Severity:3 Likelihood:2 Risk Rating:6
Cross contamination between year group bubbles due to staff moving between bubbles.	Children do not move between bubbles nor do class teachers. PPA teachers and intervention teachers are cross bubble but have the PPE available to them and clean the surfaces between pupils	Yes	Severity:3 Likelihood:2 Risk Rating:6
Cross contamination between year group bubbles due to members of the same household being allocated into separate bubbles.	This is unavoidable as we have many staff who have children in the school.	Yes	Severity:3 Likelihood:3 Risk Rating:9

Changes awaiting implementation/ verification	Date to be implemented	Days to Monitor		
<i>Not possible because of the age groups</i>		7	<i>Severity</i>	
			<i>Likelihood</i>	
			Risk Rating	
			Acceptable?	UnValidated

Cross contamination between year group bubbles from shared facilities ? classrooms, work areas, resources such as library books, lunch/break areas, recreational spaces, gym/fitness suite equipment, playing fields and associated equipment.	The hall is cleaned between classes using it. The is one slot in the morning and one in the afternoon. Each class has their own sports and breaktime equipment that they are responsible for. The outside space is only occupied by one pod at a time	Yes	Severity:3 Likelihood:2 Risk Rating:6
Cross contamination between year group bubbles due to shared welfare facilities such as toilets, sinks water fountains, vending machines etc.	We have increased the cleaning of the toilet areas. Only one child from each class is allowed to the toilet at any one time. The juniors and the infants have a toilet block that they share as we do not have the capacity to increase provision	Yes	Severity:3 Likelihood:2 Risk Rating:6

Cross contamination within year group bubbles due to physical contact - staff/student contact, peer to peer contact.	Clear expectations have been given to each class in respect to social distancing both with adults and pupils.	Yes	Severity:3 Likelihood:2 Risk Rating:6	
Cross contamination within year group bubbles due to shared personal equipment (water bottles, toys etc.), physical activities (PE etc.).	Each child has been asked to bring with and take home daily, a water bottle with their name clearly labelled	Yes	Severity:2 Likelihood:2 Risk Rating:4	
Cross contamination within year group bubbles due to shared welfare facilities such as toilets, sinks water fountains, vending machines etc.	There is only one toilet block for boys and girls in both the infant and junior sections of the school. Additional provision is not currently possible. Extra cleaning and only on per class reduces the distancing - hand washing is reinforced for each toilet visit	Yes	Severity:3 Likelihood:3 Risk Rating:9	
Changes awaiting implementation/ verification		Date to be implemented	Days to Monitor	
<i>Contact county to request additional mobile toilets</i>			7	Severity
				Likelihood
				Risk Rating
				Acceptable? UnValidated
Inadequate supervision levels should staff levels drop (individual year group bubbles and the whole school in general).	Should staffing levels reduce beyond what is safe the pod will close	Yes	Severity:3 Likelihood:3 Risk Rating:9	
Changes awaiting implementation/ verification		Date to be implemented	Days to Monitor	
			7	Severity
				Likelihood
				Risk Rating
				Acceptable? UnValidated
Inadequate supervision levels at lunch/breaktimes to maintain distancing between year group bubbles.	Supervision levels are suitable as there is only one class per key stage outside at any one time. The head teacher is overseeing lunchtime to enable teachers to have a break	Yes	Severity:3 Likelihood:1 Risk Rating:3	
Lack of facilities to maintain distancing between staff in staff areas.	Staggered break and lunchtime means that only reduced numbers are available to use the staff room facilities	Yes	Severity:3 Likelihood:2 Risk Rating:6	
Lack of first aid trained staff and facilities to support year group bubbles (including paediatric where necessary).	We have 6 first aid staff qualified in paediatric first aid. These are spaced within most year groups but not all.If a child was in need of first aid that needed a paediatric first aider then PPE would be worn and the child would be attended to.	Yes	Severity:3 Likelihood:2 Risk Rating:6	
Lack of staff to support pupils with individual and specific medical needs (including dispensing of medicines and provision of medical procedures.	All pupils who are supported by 1:1 TA s are currently supported as before.	Yes	Severity:2 Likelihood:2 Risk Rating:4	

