

COVID19: Full opening risk assessment

SCHOOL NAME: St Vincent's

DATE: 7th September 2020

This risk assessment has been updated to reflect current (February 2021) government guidance:

Guidance for full opening: schools

Guidance for full opening: special schools (this includes guidance on pupils with EHC plans that should be useful for mainstream schools as well)

Actions for early years and childcare providers during the coronavirus outbreak

Implementing preventative measures in education settings

Safe working in education settings

Face coverings in education

Covid19 cleaning in non-healthcare settings

This assessment must be updated as soon as any changes are officially given, however a daily review on guidance will be undertaken by Management.

All work activities affected by continued use of the school for front line workers children – the assessment reviews entry and exit procedures, office and teaching areas protocol and use of reception areas, lift lobbies, stairwells, communal areas, plant rooms, welfare areas. This may present a foreseeable risk of biological hazards relating to the transmission or infection of Coronavirus (COVID-19) which presents a current significant risk to all persons.

Work equipment in use includes general classroom and office equipment, laptops, touch screens and cleaning equipment

Considering government requirements and current best practice, the following hazards are identified relating solely to the virus and the necessary controls to be applied. For all other operational hazards please refer to separate related task assessments.

System of control

This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection'.

Prevention:

1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
2. Clean hands thoroughly more often than usual.
3. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
4. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
5. Minimise contact between individuals and maintain social distancing wherever possible.
6. Where necessary, wear appropriate personal protective equipment (PPE).

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and the school must put in place measures that suit our particular circumstances.

Number 6 applies in specific circumstances.

Response to any infection:

7. Engage with the NHS Test and Trace process.
8. Manage confirmed cases of coronavirus (COVID-19) amongst the school community.
9. Contain any outbreak by following local health protection team advice.

Numbers 7 to 9 must be followed in every case where they are relevant.

Risk Matrix:

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

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
1. Engagement and communication- risk assessment and planning							
1a	Risk assessment process fully engages staff and governing body. Assessment and plan shared and communicated with stakeholders.	Lack of agreement	M	Discussion to be held when required	HT	As required	L
2. Preparing Buildings and Facilities							
2a	Premises and utilities have been health and safety checked and building is compliant: <ul style="list-style-type: none"> • Water treatments • Fire alarm testing • Repairs • Grass cutting • PAT testing • Fridges and freezers • Boiler/ heating servicing • Internet services • Any other statutory inspections • Insurance covers reopening arrangements 	Premises officer or IT technician are unwell	H	Designate alternative trained person	HT, Premises Officer, IT technician	As required	M
2b	Office spaces re-designed to allow office-based staff to work safely.	Too many members of staff using a small office area at the same time	H	Only 3 members of staff to use the office at the same time. The door should be kept opened to ensure good ventilation.	Office staff	Feb 2021	M
2c	Entry and exit routes to the school are in place, any physical changes and/or signage required to allow social distancing are in place.	Children and parents gathering and forming large crowds in the	H	Different times for classes to come to school as well as going home.	HT, DHT, Premises officer	Sept 2020	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
		playgrounds. Social distancing not observed.		Playground has markings to separate bubbles. Staff to cover gates at start and end of the day. Parents notified to maintain social distance when dropping off and picking up children.			
2d	Consideration given to premises lettings and approach in place.	Hall repurposed as a classroom. Cannot be let and reassembled with sufficient time for cleaning in between.	M	No lettings until May 2021 at the earliest		Feb 2021	L
2e	Necessary physical modifications completed: <ul style="list-style-type: none"> • Use of hand driers risk assessed. Paper towels and hand sanitiser provided in every classroom and in different points across communal areas. • Lidded bins in classrooms and shared spaces for disposal of PPE. • Water fountains disconnected/ isolated. • Ventilation measures identified. • Spaces in classrooms measured to facilitate maximum social distancing and tables, chairs placed appropriately, markings and barriers in place. 	Lack of stock when ordering. Classroom getting too cold during adverse weather. Bins filling more than capacity.	H	Stock ordered in good time. The school holds sufficient surplus to ensure numbers will not run low. Staff inducted on new procedures. Parents informed of the need to bring water bottles to school. Windows opened to allow ventilation but not fully to retain heat. Doors kept opened, in compliance with safeguarding to allow fresh air into rooms. Bins to be monitored by P.O and emptied more often.	HT, Class teachers , P.O.	Sept 2020	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
2f	Consideration given to the arrangements for any deliveries.	Additional adults on the School premises. Items coming to school with the risk of transmitting infection. Delivery drivers/ staff carrying infection.	M	Deliveries to be collected, where possible, from the gate. Where this is not possible to be delivered directly to the school office or kitchen. Hand sanitiser to be used, Delivery drivers/staff not allowed in the main body of the school. Office/Kitchen staff to use gloves when handling packages.	P.O., office staff and kitchen staff	Ongoing	L
3. Emergency Evacuations							
3a	Evacuation routes are confirmed, and signage accurately reflects these. NB In the event of emergency the priority is getting out of the building calmly regardless of social distancing. Consideration given to Person/Pupil Emergency Evacuation Plan (PEEP) – buddies are assigned or reassigned according to available persons. Arrangements in place to support individuals with reduced mobility including cover arrangements in the case of reduced numbers of staff.	Current evacuation routes would cause multiple bubbles to come into contact.	M	Revise procedures to ensure the bubbles continue to be separated. Ensure members of staff and children are aware of revised procedures. Fire drill	P.O. HT, DHT	Sept 2020	L
4. Cleaning, waste disposal and hand washing							
4a	Enhanced cleaning regime is in place in line with <u>Covid19 cleaning in non-healthcare settings</u>	Enhance cleaning	H	Reducing clutter and removing difficult to clean items to make cleaning easier. Increase the frequency of cleaning, using	Premises officer	Sept 2020	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
				<p>standard cleaning products, paying attention to all surfaces but especially ones that are touched frequently, such as door handles, light switches, work surfaces, remote controls and electronic devices..</p> <p>People are able/willing to clean their own work surfaces throughout the day.</p> <p>Antibacterial spray in each room and gloves provided for every member of staff.</p> <p>P.O. to ensure hand sanitiser, hand soap and hand towels are replenish as soon as it is needed.</p> <p>Enhanced cleaning of toilets particularly door handles, taps and toilet flush.</p> <p>Milton used to clean resources used by children in EYFS and children with specific educational needs.</p>			
4b	Capacity of cleaning staff is adequate to enable enhanced cleaning regime.	Staff availability	M	<p>Cleaning checklist and timetable in place.</p> <p>P.O. supporting the enhanced cleaning.</p>	P.O.	Ongoing	L
4c	Procedures in place for cleaning of bodily fluids/ vomit- with appropriate PPE and disposal measures in line with guidance.	<p>PPE</p> <p>Staff anxiety</p>	M	Staff to wear full PPE. Staff has been consulted, all staff willing to undertake the job.	P.O.	Ongoing	L

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
4d	<p>Adequate cleaning supplies, tissues and facilities around the school are in place.</p> <p>Supplies for wiping down and emergencies located in classroom and COSHH, risk assessment and safe storage. Arrangements for use by staff agreed.</p>	<p>No hand sanitiser for visitors to reception.</p> <p>Classrooms do not have tissues.</p> <p>Low supply of soap.</p> <p>Bins fill to overcapacity</p>	M	<p>Hand sanitiser in every room across the school.</p> <p>Lidded bins in every classroom.</p> <p>Disposable tissues in each classroom to implement the 'catch it, bin it, kill it' approach.</p> <p>Antibacterial cleaning fluids in every room. Staff to use cleaning fluids with gloves.</p> <p>Bins regularly emptied.</p>	P.O	Ongoing	L
4e	<p>Arrangements for longer-term continual supplies are also in place.</p>	<p>Stock not available</p>	M	<p>Stock monitored regularly and ordered in advance to ensure levels are sufficient to cover the demand.</p>	P.O, SBM	Ongoing	L
4f	<p>Sufficient time is available for the enhanced cleaning regime to take place.</p>	<p>Absent cleaners</p>	M	<p>Regularly checks with the cleaning manager. Procedures in place to cover absences.</p>	HT, P.O.	Daily	L
4g	<p>Waste disposal process in place for potentially contaminated waste including face masks</p>	<p>Contaminated waste disposed using general bins.</p>	H	<p>Waste bags and containers in lidded bins. Disposed separately from general waste. Double bagged and stored for 72 hours.</p>	P.O.	Ongoing	M
4h	<p>Clear hand washing procedures outlined for all groups and hot water and liquid soap readily available. Routine hand washing:</p> <ul style="list-style-type: none"> on arrival and leaving school. 	<p>Hot water not available.</p> <p>Children's hands damaged by</p>	M	<p>Handwashing timetable in place.</p> <p>Handwashing signage available at all handwashing stations.</p>	All staff	Ongoing	M

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	<ul style="list-style-type: none"> before entering and leaving class during the day. before and after eating. Increased hand washing throughout the day in line with government guidance. Hand sanitiser available when necessary.	sanitiser/ increased washing.		Pupils instructed in training sessions about the need for good handwashing Soap and sanitiser available in multiple locations around the school. SEND children supported to wash hands as required.			
5. Classrooms and outdoor space							
5b	Classrooms have been re/arranged to allow as much space between individuals as practical. Each pupil has their own identified desk. (Yr2-6) Arrangements for small group work facilitate social distancing for adults and children.	Children moving in class and reducing the distanced set between students.	H	Explanations and clear expectations set from the beginning and reminded daily. Classroom layout facilitate social distancing for staff.	HT Class teachers	Feb 2021	M
5c	Classroom entry and exit routes have been determined and appropriate signage in place.	Grouping in corridors.	L	Year groups have different times and entrances to school to avoid gatherings.	HT DHT	Sept 2020	M
5d	Appropriate resources are available within all classrooms e.g. IT, age specific resources. NB: sharing of equipment should be limited to the bubble. Shared materials and surfaces should be cleaned and disinfected more frequently. Non-essential resources which are not easily washable or wipe-able have	Inappropriate sized equipment for smaller children in classroom Soft toys, cushions and beanbags in	M M	Class teachers to share resources remembering to leave 72 hours in between or alternatively sanitise resources. Cleaning regime and checklist in place	Teachers, TAs HT	Sept 2020	L

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	<p>been be removed (e.g. soft toys, dressing up clothes).</p> <p>Information posters are displayed in every classroom and outdoor spaces, at the main entrance, places visible to those at the school gate, in the staffroom and in all toilets.</p> <p>Limit immediate sharing handling of equipment between adults and children (books etc) - items to be wiped down if possible. Children informed not to bring in toys or other articles from home (other than water bottle).</p>	<p>classroom not easily washable.</p> <p>No COVID19 information posters currently in place. Limited reminders/ awareness for children. Children bring items from home.</p>	<p>M</p> <p>M</p>	<p>Remove soft toys and furnishings from class where possible. Signage and posters displayed in multiple locations both inside and outside the school.</p> <p>Information posters displayed.</p> <p>Parents informed of new procedures.</p>			<p>L</p> <p>L</p>
5e	<p>Plans in place to maximise safe use of outdoor space for outdoor education, exercise and breaks. Ensure that if used outdoor equipment is appropriately cleaned between groups of children and young people using it, and that multiple groups do not use it simultaneously. Read COVID-19: cleaning of non-healthcare settings</p>	<p>Multiple children using the equipment.</p>	H	<p>Playtimes staggered and playground zoned to separated bubbles.</p>	<p>Teachers, TAs</p>	<p>Sept 2020</p>	M
5f	<p>Ventilation measures identified in each room. Fire doors should not be propped open- longer term, automatic close fire doors could be considered.</p>	<p>Windows closed in colder days.</p>	H	<p>All windows and doors opened (safeguarding compliant) including during colder days.</p>	<p>All staff</p>	<p>Ongoing</p>	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
6. Staffing							
6a	Staffing numbers required for groups/bubbles have been determined including support staff such as facilities, IT, midday and office/admin staff. Plans ensure staff move between bubbles only as necessary and adopt prevention measures for doing so. PPA cover is organised to protect integrity of bubbles.	Staff absence	H	Social distancing observed by members of staff. Staff only to move between bubbles if it is strictly necessary to deliver the curriculum.	All staff	Ongoing	M
6b	Individual staff risk assessments carried out and informing arrangements for individuals with increased vulnerabilities. Coronavirus - taking in to account underlying health conditions, pregnancy, BAME ethnicity aged 55+ and White European aged over 60. Assigned activities consider levels of social distancing and contact with as low a number of others as possible.	Staff may have needs leading them to self-isolate.	M	Individual risk assessments carried out for staff at heightened risk	HT	Sept 2020	M
6c	Risk assessments in place for those staff who were previously working from home due to shielding, clinically vulnerable and/or living with someone in these groups, and appropriate arrangements for mitigating risk are identified.	Staff anxieties	H	Discussion with HT and adjustments made were appropriate and possible.	HT	May 2021	L
6d	Approach to staff absence reporting and recording in place. All staff aware.	Insufficient cover for numbers of children. Inaccurate records kept.		Staff to report absence as soon as they are alerted of the need. HT to make arrangements if absence becomes high.	HT	Sept 2020	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
6e	Plans to respond to increased sickness levels are in place. Cover arrangements determined (including leaders and safeguarding designated leads) – on a weekly rather than daily basis to minimise contacts.	Insufficient cover for numbers of children.	H	Review of staff available, staff in school to cover positions and undertake more hours if required and willing.	HT	Sept 2020	M
6f	Approaches for meetings and staff training in place. All meeting arrangements ensure social distancing for adults, rooms are well ventilated and virtual meetings considered for larger groups. Use of outdoor space also considered where possible.	Meetings in small rooms with no social distancing.	H	All meeting will be carried out in the hall to allow social distancing. Governor meetings will be held remotely. Meetings kept to when necessary.	HT	Sept 2020	M
6g	Consideration given to staffing roles and responsibilities with regards to the contingency remote provision alongside in-school provision.	Staff required to use Google classrooms. Training required.	H	IT technician to arrange training at earliest convenience.	IT lead	Sept 2020	M
6h	Consideration given and consultation with staff regarding options for redeployment, changes to work times of staff to support the effective working of the school. If redeployment is taking place staff are aware of controls and processes in respect of tasks they are unfamiliar with.	Staff undertaking unfamiliar roles not being as skilled as those with experience or training.	M	Staff placed in roles they are capable of working. Training and support in place when and where necessary.	HT	Sept 2020	M
6i	Approach to support wellbeing, mental health and resilience in place, including bereavement support.	Staff mental health could affect attendance.	H	SLT to pay attention to staff wellbeing as priority.	SLT	Ongoing	M

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	How staff are supported to follow this within their own situations and that of pupils and colleagues is clear.						
6j	Arrangements for accessing testing, if and when necessary, are in place. Staff are clear on returning to work guidance. Process in place for use of limited number of self-testing kits.	Staff unaware of the possibility of getting a test	H	Staff have been briefed on the need to get tested if presenting symptoms. Help offered if required.	HT	Sept 2020	L
6k	Staff carrying out the LFT twice weekly	False results	M	Staff training	HT	January 2021	L
6l	Arrangements in place for any visitors/ contractors on site, protocols and expectations shared. NB: Their employer may require them to wear PPE. This should be documented as part of the risk assessment carried out by the Contractor.	Virus transmission	H	Share school protocols Arrange exact time to visit	P.O.	Ongoing	M
6m	Risk assessments in place for any externally employed adults delivering learning in school e.g. sports coaches, music tutors, forest school leaders. Protocols and expectations shared. The deployment of such staff must not breach the safety of bubbles.	Virus transmission Breaking the bubbles	H	No after school clubs. Clear procedures for limiting use of resources and systems to sanitise them between groups.	HT, DHT	Ongoing	M
7. Group Sizes							
7a	All children are included in distinct 'bubbles' that do not mix and the number of children in each bubble is as small as possible.	Facilities shared between bubbles	M	Bubble set at the size of two classes/ year group.	HT	Sept 2020	L
7b	Staffing allocations to groups determined, minimising contact with multiple groups much as possible.	Part time staff causing a change	H	Staff to remain in the same group as much as possible.	HT	Ongoing	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
		in personnel between bubbles Members of staff working across the school		Staff working with different bubbles to social distance as much as possible and to wear face coverings and gloves.			
8. Social Distancing							
8a	<p>Arrangements for social distancing in place to defined:</p> <ul style="list-style-type: none"> Staggered school drop off/pick up times (without reducing teaching time) and locations (if possible) with sufficient staff to monitor safe practices. Parents/carers drop off at school gate - no entry. Staggered or limited amounts of moving around the school/ corridors. Classroom design. Break and lunch times are staggered. Staffing rota developed to facilitate this. Markings in place for routes around school to minimise closer contact. Toilet arrangements- rota for use by 'bubbles'. Paper towels and lidded bins in place. 	Procedures not clearly defined and understood.	H	<p>Marking. Signs. Communication to parents.</p> <p>Staff at school entrances to aid with sanitising and instructions to children and parents.</p> <p>Rotas in place for staggered break and lunch times. Toilets systems in place to ensue social distance is observed.</p> <p>Members of staff cleaning 'high traffic' areas throughout the day. Cleaners and P.O. to clean classrooms before and after school.</p>	All staff	Ongoing	M
8b	Approach to avoiding children and young people entering/leaving school congregating and breaching social distancing is in place.	Children not knowing what to do	H	On arrival, students move straight to the classrooms, where they will be directed by their teachers.	All staff	Sept 2020	M

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8c	Approach to assemblies – if still occurring, plan in place to manage social distancing.	Children from different bubbles mixing together.	H	Assemblies held in the hall where children can sit with more space between them. Only one bubble at the time for every assembly.	HT	Sept 2020	L
8d	Social distancing plans communicated with parents, including approach to breaches.	Parents not preparing children before school.	H	Letters to parents updating them on new procedures.	HT	Sept 2020 and ongoing	L
8e	Arrangements in place for the use of the playground, including equipment. NB: outdoor equipment should not be used unless it is appropriately cleaned between groups of children and young people using it, and that multiple groups do not use it simultaneously.	Time for cleaning the equipment between groups	H	Playground divided into zones for the different bubbles. Children between bubbles do not share equipment.	All staff	Sept 2020	L
8f	Social distancing arrangements for use of staff areas in place and shared spaces.	Gatherings in staff room	H	Maximum of 6 people in the staffroom at any one time. Staggered break and lunch times.	All staff	Sept 2020	M
9. Transport							
9a	Information shared with parents regarding pupils travelling to school, encouraging walking and avoiding public transport as much as possible.	Travelling on crowded public transport	M	Letter to parents explaining the risk of travelling on crowded public transport. Support offered if needed.	HT	Ongoing	L
10. Catering							
10a	Arrangements in place to provide food to children on site, including the requirement of universal free school meals.	Staff sickness	M	Nourish to ensure any staff absence is covered. Kitchen to continue providing meals for children.	Nourish	Ongoing	L

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10b	Arrangements for when and where each group will take lunch (and snack time if necessary) including hand washing are in place so that children do not mix with children from other groups.	Time limit	H	Lunch timetable devised and given to staff. HT and teaching staff supporting work in dining hall. Bubbles sit together. Tables sanitised between bubbles.	Midday supervisors	Ongoing	M
10c	Arrangements for food deliveries in place.	Food shortages	L	Nourish to arrange	Nourish	Ongoing	L
11. PPE							
11a	PPE use understood and agreed with staff. Appropriate supplies in place at necessary points in the school. Long term approach to obtaining adequate PPE supplies in place. PPE located in classrooms where children require personal care and for the administering first aid. Emergency PPE for use to support children displaying symptoms where 2m cannot be maintained.	Staff lack of knowledge in when and how to use PPE.	H	Information and guidance issued to all staff about PPE Procedure in place for Pupil displaying symptoms of the virus PPE available for first aid / intimate care / SEN / working with pupils that cannot maintain social distancing Enough PPE equipment for staff who wish to wear it.	HT	Sept 2020	M
11b	Risk assessments in place for individual pupils who need specific care which cannot be delivered whilst ensuring social distancing.	Not enough PPE	H	Risk assessments undertaken for specific pupils if required	Inclusion manager	Sept 2020	H
11c	PPE needs assessed and addressed for staff supervising entrances and exits - does distancing mean staff need masks to protect parents/ members of the public?	Not enough PPE	H	PPE available for all staff if required Levels of stock monitored regularly.	P.O. HT SBM	Sept 2020	M
12. Response to suspected/ confirmed case of COVID19 in school							

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
12a	Frequently share information with parents, carers or any visitors, not to enter setting if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus infection) and for parents to inform the school is anyone in the house is displaying symptoms.	Parents not engaging with school communication	H	Notices at all entrances and exits. Information sent in letters to parents.	All staff	Ongoing	H
12b	<p>Approach to adults/children displaying COVID19 symptoms cases in place - during school day:</p> <ul style="list-style-type: none"> • Which staff member/s should be informed/ take action, including staff where risk assessments identify heightened vulnerability to COVID19. • Consideration of any pupils with heightened COVID19 vulnerability. • Area established to be used if an individual is displaying symptoms during the school day and needs to be isolated. • Cleaning procedure in place. • Arrangements for informing parent community in place. • Emergency PPE available where 2m distance cannot be maintained. 	Symptoms not evident	H	<p>Procedure in place for Pupil displaying symptoms.</p> <p>Cleaning protocol and regime in place</p> <p>Procedure in place (from PHE) to inform parents / carers of any confirmed cases.</p> <p>NHS Track and Trace now in place</p> <p>Adequate supplies of PPE available</p>	HT	Sept 2020	M

	Control Measures	Risk to Implementation	Risk Level Pre-Action (H/M/L)	Action Required-& by who/ Decision Made	Who?	Date Action Completed	Risk Level Post-Action (H/M/L)
12c	<p>Approach to confirmed COVID19 cases in place - outside of school hours:</p> <ul style="list-style-type: none"> Identified children/adults/bubbles/contacts advised on necessary action. Staff with heightened vulnerability considered and advised of necessary action. Approach to closing areas/ relocating children away from certain parts of the school to clean, if possible. Cleaning procedure in place. Arrangements for informing parent community in place. 	Parents not informing immediately	H	Letter to parents asking them to inform the school as soon as possible of a confirmed case.	HT	Ongoing	H
13. Safeguarding							
13a	Consideration given to any child who may need support with their return to school and consultation has been undertaken with the family and other agencies involved.	Children previously deemed to be safer at home and family are anxious about returning to school.	M	Risk assess to identify any support or arrangements needed for their return to school.	Family Liaison	Ongoing	L
13b	Staff are prepared for supporting wellbeing of pupils and receiving any potential disclosures.	Time and training Children disclosing to staff not in their bubbles	L	Staff refresher training session on processes and procedures and the revised wellbeing material.	All staff	Sept 2020	L
13c	Updated Child Protection Policy in place.		L	Adopted most recent Child Protection Policy	All staff	Sept 2020	L

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13d	Work with other agencies, such as social care has been undertaken to support vulnerable CYP and families to return to school.	Outreach workers working remotely	M	Continue working with outside agencies to determine provision	Inclusion manager Family Liaison	Sept 2020	L
13e	Where physical contact is required in the context of managing behaviour, ensure appropriate hygiene measures are in place to mitigate any risk of transmission. Assessment of measures needed and PPE use in cases where behaviour/SEND increases risk of transmission of bodily fluids (spitting/ sneezing etc.) and pupils requiring physical care.	Children displaying a range of behaviours	M	Review individual consistent management plans to ensure they include protective measures.	HT DHT	Sept 2020	L
14. Attendance							
14a	Approach to promoting and supporting attendance for all pupils determined, including those who may be anxious.	Public confidence	M	Discussion with parents	HT Inclusion manager Teaching staff	Sept 2020	L
14b	Approach to support for parents where rates of PA were high before lockdown.	Commitment of parents	M	Discussion with parents	HT	Sept 2020	L