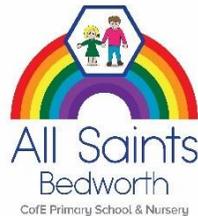


All Saints Bedworth C of E Primary School COVID-19 Primary Opening Risk Assessment

Activity being assessed:	Re-opening of school for all pupils	Location(s) affected:	All Saints Bedworth C of E Primary	
Person(s) completing assessment:	Kerry O’Grady	Date original assessment completed:	4 th January 2021	
Date of review:		Review completed by:		

This risk assessment has been developed on best available scientific guidance and information and should be read in conjunction with the government guidance document, this document cannot be considered to cover every risk and control possible and must be reviewed and made specific by the end user.

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Re-opening after school holiday periods	Pupils, staff, visitors, and the general public	<p>Water Hygiene our caretaker will undertake all the regular checks he would make before/after holiday periods.</p> <p>Fire Safety our caretaker will undertake all the regular checks he would make before/after holiday periods. A planned fire alarm drill will be planned at least every term. Check fire safety systems including checking fire doors are operational and fire alarm and emergency lights are operational.</p> <p>School dinner Kitchen</p>	<p>Extended handover from old caretaker to new Dec 2020</p> <p>New caretaker to undergo all relevant training</p>	<p>Caretaker SBM Educaterers staff</p>	

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		<p>Educaterers have continued to take responsibility for cleaning food preparation areas in line with their contract.</p> <p>Servicing of equipment to be completed in accordance with manufacturers requirements.</p> <p>Recommission/service any equipment/systems where statutory maintenance has not been carried out prior to use.</p> <p>Air conditioning/handling/circulation units should only be used if can be switched to full fresh air, otherwise they will be switched off.</p>			
<p>School not being cleaned in line with enhanced cleaning guidance</p>	<p>Pupils, staff, visitors becoming infected with COVID-19</p>	<p>All rooms being used have been cleaned using suitable disinfectant daily by trained cleaning staff</p> <p>Cleaning staff to be allocated specific areas of school to limit any possible infection if cleaning staff to be off school with contamination.</p> <p>If we have any confirmed cases of Covid-19 we will follow government guidance on deep cleaning</p> <p>Teaching and support staff to have access to cleaning equipment in classrooms and ICT suites, including paper towel / anti-bac spray and gloves. Rooms being used by more than one group to be cleaned by staff in between</p> <p>MDS staff support cleaning tables etc before and after lunch</p> <p>Regular reviews of stock to ensure that we do not run out of key equipment.</p>		<p>Cleaning staff MDS Teaching and TA staff</p>	

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Behaviour and wellbeing of Pupils	Pupils and staff	<p>SEE ALSO MENTAL HEALTH AND WELLBEING ACTION PLAN</p> <p>Supporting identified pupils Individual IEPs support pupils with SEMH needs Handling plans are shared with all staff for key children. Reward charts created for children struggling to maintain focus. Children requiring extra support will sit on the end of rows allowing TA to minimise close contact with other children. Increase in support for families through promoting the Early Help process – Inclusion Team leading on this</p> <p>Specific rules for children in the Bubbles Bubble rules have been shared with children in September – posters remain visible around school and staff continue to reinforce</p> <p>Each class continues as an individual bubble which has its own teaching team and will stay separate from all other children during the school day.</p> <p>PSHCE Focus on mental wellbeing and identifying any children who are struggling to adapt. Taking care project delivered Autumn 2 Zones of Regulation training for all staff Jan 2021 – curriculum to be rolled out to all pupils after Feb half term, but principles already in use in classroom</p>		Inclusion Team Wellbeing Team All staff have responsibility for pupil wellbeing	

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		<p>Worry boxes These will still be in all classrooms and staff will use them to support pupils with managing emotions</p> <p>Increased use of praise and reward Increased use of Class Dojo to share good work with parents Fortnightly celebration assemblies focusing on Values</p>			
<p>Contracting COVID-19 from being in the school environment by contact with an infected person</p>	<p>Pupils, staff, visitors becoming infected with COVID-19</p>	<p>Staff, pupils or visitors who have tested positive for COVID-19 are not allowed into the school premises until they have self-isolated for the recommended government period of 10 days if the individual continues to have a raised temperature, they are required to remain away from school until a normal temperature can be maintained.</p> <p>Staff, pupils or visitors living in the same household as a person who has tested positive for COVID-19 are not allowed into the school premises until they have self-isolated for the government period of 10 days.</p> <p>Staff, pupils and visitors exhibiting symptoms of COVID-19 as detailed (high temperature, new continuous cough and/or loss of/change in sense of smell/taste) are requested to stay away from school until they are well and asymptomatic; any person arriving at school exhibiting symptoms will be required to return home.</p>	<p>Letter from Warwickshire LA was sent out Nov 2020 to outline when children should stay away from school and for what reasons.</p> <p>Pupils, parents and staff still need to inform the school when they have suspected symptoms, are taking a test or have results. Government guidelines are followed at this point.</p>	<p>All staff to know and follow steps when positive case is confirmed</p> <p>HTs overall responsibility to manage positive cases and liaise with PHE and LA</p>	

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		<p>If an individual has symptoms, undertakes a COVID-19 test and this is negative, on evidence of the negative test they will be able to return to school.</p> <p>If a child or a member of staff develops symptoms of Covid 19, the child/member of staff will be isolated and parents called The isolation areas are the Chapel on KS1 and outside the old Staff Room on KS2. Staff who wait with the child should maintain a distance of 2m away, and if not, should don a mask and visor and gloves.</p> <p>The cleaning team are informed of the isolation room's use and this is deep cleaned the same day</p> <p>If a child or member of staff returns a positive test, their bubble will close for 10 days. All other close contacts in school will also have to isolate for 10 days (e.g. other staff members, members of the before and after school club etc)</p> <p>If school has two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required</p> <p>LA 'confirmed cases' form completed after all positive tests.</p> <p>LA representatives contacted when there are concerns about the number of positive cases taking place / number of pupils isolating or getting tested is large.</p>	<p>Regular reminders about the guidelines will be sent to parents/carers and staff</p>		

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
<p>Contracting COVID-19 in relation to contractors or 3rd party workers</p>	<p>Staff and pupils</p>	<p>All contractors and professionals on site to wear face coverings in communal areas (corridors etc)</p> <p>All contractors and professionals will follow guidance about hand washing / use of hand gel on site</p> <p>Review the arrangements for routine maintenance of the premises allowing only essential work from 3rd parties.</p> <p>Outside educational Professionals All outside Inclusion Team to monitor work of all professionals on site, including recording information about their close contacts and dates of their work on site</p> <p>Any professionals working with pupils will do so away from the classroom in a separate work area which can be wiped clean after use. Educational professionals will wear face coverings when working with pupils within 2m</p>	<p>The room provided will be big enough for 2m social distancing to be adhered to.</p>	<p>The member of school staff arranging the meeting is responsible for selecting the room and ensuring it is cleaned before and after the meeting.</p>	
<p>Congestion or inability to adequately socially distance when accessing or leaving school grounds</p>	<p>Pupils, staff, visitors, and the general public becoming infected with COVID-19</p>	<p>During Tier 4 / Lockdown bubble numbers will be kept to a maximum of 12 pupils where possible. This number makes it more possible for pupils to adhere to social distancing.</p> <p>Pupils and parents Staggered drop-off and pick-up times for siblings on both sites Infant siblings: 9.00am – 2.45pm Infant no siblings: 9.15am – 3.00pm Junior siblings: 8.45am – 3.00pm Junior no siblings: 9.00am – 3.15pm</p>	<p>Reminders / posters to continue to remind parents not to congregate at school gates etc</p>	<p>Parents and staff to adhere to agreed timings</p>	

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		<p>Only one adult to pick up / drop off</p> <p>Y5 and Y6 pupils to be encouraged to walk into school from gates independently</p> <p>Different entry / exit points for year groups across the school on both sites</p> <p>Parents requested to wear face coverings on school site, unless exempt</p> <p>Parents will be unable to talk to teachers without an appointment and all meetings will be computer based where possible.</p> <p>In cases in which parents need to talk to the inclusion team, SLT etc, telephone calls / Dojo and specific meeting rooms are available to communicate with them.</p> <p>Parents will be expected to spread out on the playgrounds when waiting for doors to open.</p> <p>Bubbles within school</p> <p>Each year will be a distinct bubble and will share playtimes, equipment etc within their own bubble.</p> <p>Each playtime will be supervised through the teaching team from that bubble on a rota.</p> <p>Children will have a seating plan in the class. Vulnerable groups will sit at the back of the room and children requiring extra support will be on the sides.</p> <p>Pupils within each pupil will be encouraged to maintain distancing where possible,</p> <p>Staff</p> <p>Staff to wear face coverings around school site (when not in classrooms), unless exempt</p>			

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		<p>Staff advised to arrive by designated time prior to pupil's arrival (contract dependent) and to ensure that they maintain appropriate social distancing within the car park and on pathways.</p> <p>All staff to enter and exit by the main school entrances</p> <p>Any staff member who is feeling unsure, unsafe or who is experiencing undue stress or anxiety through this time will have the opportunity to speak to SLT, or another member of staff, and appropriate measures will be put in place to meet their needs.</p> <p>Teachers will need to keep their classrooms clean and tidy to support cleaning staff to undertake enhanced cleaning</p>			
Ineffective personal hygiene measures	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>Additional outdoor sinks have been installed on both sites</p> <p>Robust handwashing promoted.</p> <p>All staff and pupils must wash their hands for a minimum of 20 seconds with liquid soap and warm water on arrival at school, following use of toilet facilities, before eating and after a bout of coughing/sneezing or following outside play.</p> <p>Staff and pupils encouraged to follow the Catch it, Kill it, Bin it protocol – disposable tissues or toilet tissue is available in classrooms and staff areas and to be immediately placed in a bin or flushed down a toilet following use – used tissues must not be left on desks or other surfaces.</p> <p>Posters are displayed by sinks to show how to effectively wash hands.</p> <p>Hand sanitiser or disposable wipes are available for staff who are unable to leave classrooms whilst supervising pupils.</p>	Handwashing procedures are under constant review with some groups needing to use hand sanitizer instead of handwashing due to time and weather constraints (outdoor taps).	Daily, class teachers	

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		Hand sanitiser or disposable wipes are available but should only be used when handwashing is not accessible rather than as a general <i>alternative to handwashing</i> .			
Possible contamination in reception areas and office	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>Parents are only allowed into the reception area for exceptional circumstances, and one at a time when necessary</p> <p>Due to office size, layout and limited space, non-office-based staff are not to enter the office area where possible, requests to be made from the doorway, wearing face coverings</p> <p>Office staff to work at their designated desks to avoid shared equipment and to be responsible for regular cleaning of IT and phone equipment using antibacterial cleaning materials.</p>			
Possible contamination within classroom/teaching and learning spaces	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>During Tier 4 / Lockdown bubble numbers will be kept to a maximum of 12 pupils where possible. This number makes it more possible for pupils to adhere to social distancing.</p> <p>Classrooms external doors to be used where possible for accessing playground etc</p> <p>Where possible, social distancing will be happening in bubbles whilst in school. Pupils in bubbles will not mix.</p> <p>Classrooms (Yr2-6) will have all desks facing forwards with as much space as possible at the front of the room for the teacher (ideally 2m space).</p>	TAs are timetabled to work across a maximum of 2 classes to minimise risks. In Tier 4 / lockdown situation, TAs will only work within one bubble		

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		<p>Year 2 to Year 6: Teachers will have a physical 2m line at the front the class demarcated by tape. Teaching staff to avoid crossing the line, and pupils requested not to cross the line where possible. This is not possible in younger year groups.</p> <p>Teachers will have limited time with individual children (less than 10mins in 1m, or less, distance).</p> <p>Within bubbles, children to be split into groups that they will work in during external classroom time (ie PE).</p> <p>Staff who work within 1m of pupils on a regular basis are requested to consider wearing a mask / visor – (not essential in the official guidance but can be worn if wanted)</p> <p>Children who require extra support to be sat on the ends of rows to limit the close contact that a TA will have with the rest of the class.</p> <p>Pupils to be given their own stationary packs, maths resources, books etc.</p> <p>Soft furnishing such as mats/beanbags and cushions removed from all classroom and learning areas.</p> <p>Use of communal equipment will be avoided where possible, any shared equipment and toys being used will be cleaned and disinfected prior and after use.</p>			

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
		<p>Resources available will be limited to what is essential for use on a daily basis and planned in advance.</p> <p>Computer keyboard/mouse, touch screens/interactive whiteboards only to be used by lead teacher/staff member in the classroom.</p> <p>Weather permitting windows to be opened to provide fresh air to be circulated within classroom and learning areas.</p> <p>Light switches, windows, and blinds only to be operated by lead teacher/staff member in class.</p>			
<p>Possible contamination from use of toilet/welfare facilities</p>	<p>Pupils, staff, visitors, and the general public becoming infected with COVID-19</p>	<p>2 separate staff toilets on each site prevents wait times / overcrowding Staggered staff breaks / lunches</p> <p>Pupil classes will have set toilets and allocated times designated for their use. N, R, Y1, Y2 and Y6 all have their own toilets Y3 / Y4 / Y5 have to share toilet facilities. Staff to monitor their use and ensure there is no crossover of bubbles. Regular, proper handwashing reduces risks further. Staggered breaks / lunches mean no classes are accessing toilets at the same time</p> <p>Toilets cleaned by cleaning staff with disinfectant daily.</p> <p>Sufficient liquid soap will be available at all times in all toilets, this will be checked daily by cleaners and will be topped up in between if required.</p>			

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		<p>Only liquid soap is permitted in school. Hand drying will be by air hand drier or disposable towels only, hand towels have been removed.</p> <p>Bins in toilets will be emptied daily and this will be reviewed with emptying increased to more frequently if required.</p> <p>Staff should wear suitable PPE for intimate care.</p> <p>Staff to wear face masks in communal areas</p>			
<p>Possible contamination from inadequate social distancing or cross contamination of equipment at Break time, lunchtimes or during external learning activities</p>	<p>Pupils, staff, visitors, and the general public becoming infected with COVID-19</p>	<p>During Tier 4 / Lockdown bubble numbers will be kept to a maximum of 12 pupils</p> <p>Break times and lunchtimes staggered with staff and pupils allocated specific break times</p> <p>Pupils eat lunch in classrooms with allocated staff members</p> <p>Tables will be wiped down before and after eating Rooms to be vacuum cleaned as necessary</p> <p>Pupils to wait in lunch areas until all the bubble has finished before going out to their designated play areas.</p> <p>Children will only play with in the bubbles and will wash their hands before and after every session.</p>			

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		<p>Each bubble will have their own bag of play equipment that will be disinfected weekly.</p> <p>If pupils are eating, hands to be washed (see handwashing). After external activities – staff and pupils to wash hands (see handwashing).</p>			
Possible contamination from inadequate social distancing in other communal gatherings - assembly	Pupils, staff, visitors, and the general public becoming infected with COVID-19	All assemblies / Collective Worship sessions to take place virtually		DE to prepare weekly collective worship session based on values All teaching staff	
Insufficient access to first aid	Pupils, staff, visitors, and the general public may sustain greater injury through inadequate support and treatment	<p>Sufficient first aid provisions are in place in line with the school's first aid risk assessment.</p> <p>First aid to be dealt with in bubbles where possible.</p>	All child-specific medication is now kept in their classroom in a clearly marked box. Staff record use of any medication in the records provided		
Possible contamination	Pupils, staff, visitors, and	Disposable gloves are universally recommended to be worn when providing first aid and this should be adhered to.		All first aid trained staff	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
by close contact when providing first aid or care to pupils	the general public becoming infected with COVID-19	<p>Where it is considered necessary due to the close proximity of care required, disposable fluid resistant surgical face masks and disposable aprons are available and should be worn by staff delivering first aid or providing care.</p> <p>PPE equipment sets to be kept on both sites, ready for use in isolation situations. Surplus PPE to be stored in cleaner store cupboards</p>			
Management of essential pupil medication	Pupils health may suffer if not managed correctly	<p>Emergency Medication and all pupil medication to be kept with bubbles, where possible</p> <p>Medicines that require fridges to be managed and recorded by office staff</p> <p>Staff to wear protective equipment when administering medication when needed</p>		All staff responsible for following medication rules	
Insufficient or inappropriate PPE available or misuse of PPE / misuse of face masks	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>Disposable gloves, masks and aprons available for use as required.</p> <p>Where PPE is identified as required for a task it must be worn, for general teaching and pupil supervision in line with government guidance PPE is not recommended. If an adult in school feels that they need to wear a mask, this will be permitted.</p> <p>Staff have been shown how to correctly don and doff PPE, and posters are displayed near isolation areas</p> <p>General advice about face coverings has been shared</p> <p>Staff are asked to wear face coverings in communal areas / corridors and within classrooms when working closely with</p>		All staff	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
		pupils on a regular basis. TA staff must wear face coverings when working with pupils not in their 'home' class			
Inadequate management of circulation areas	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>During Tier 4 / Lockdown bubble numbers will be kept to a maximum of 12 pupils where possible. This number makes it more possible for pupils to adhere to social distancing when circulating (e.g. walking to playground etc)</p> <p>The movement of staff and pupils around the school to be minimised planned and managed when moving to different areas for break times, lunch times and when accessing other areas with unnecessary movement around the school restricted.</p> <p>Fire doors may be kept open to support adequate movements around school and ventilation Fire doors to be closed when pupils leave site. On locking the school up for the day, the caretaker will ensure that all fire doors are closed and returned to their normal position.</p>		All staff	
Possible contamination from inadequate social distancing/equipment contamination in staff	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>Social distancing measures of 2 meters must be observed where possible</p> <p>Staff to wear face coverings in communal areas (unless eating or drinking)</p> <p>Visitors to school to observe strict handwashing routine and wear face coverings</p> <p>Staff not to enter specific offices without invite/prior planning.</p> <p>Within staffroom chairs to be positioned/moved to promote social distancing.</p>	Staff meetings in the event of Tier 4 / lockdown to only take place via Teams (no meetings on site)	All staff	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
<p>areas i.e. staffroom, staff offices, PPA rooms etc.</p>		<p>Staff to wash hands prior to entering staff room before preparing food or making drinks. 2 staffrooms are set up across the school to reduce the need for staff to mix. Hand sanitiser to be available in staff rooms and used before touching any communal equipment such as kettle, fridge cupboards dishwasher. Where shared computers are used for PPA - desk, computer, keyboard, and mouse to be cleaned using antibacterial cleaning materials prior to use. Windows to be opened to enable circulation of fresh air when occupied, weather permitting. Staff areas to be cleaned daily using disinfectant by cleaning staff</p> <p>Staff meetings to take place in the largest classroom on site (Y5) and staff to sit 2m apart</p>			
<p>P.E. lessons – risks associated with P.E. staff working across more than one bubble and pupils mixing in ‘teams’</p>	<p>PE staff contracting / transmitting COVID-19 to others</p>	<p>Pupils will not change for P.E in school – come to school in P.E kit on P.E. days P.E. staff to maintain distance of 2m from all pupils where possible (within 1m for less than 10mins) All P.E. activities to take place outdoors, weather permitting. If KS1 PE has to take place in the hall, all equipment and room to be cleaned P.E. staff to avoid sports with high level of contact, and endeavour to encourage social distancing even when pupils working in teams P.E. staff to disinfect P.E. equipment between groups</p>	<p>Whilst in lockdown / Tier 4, no P.E. to take place in KS1 hall. P.E. will be online / live streamed for most classes during lockdown. P.E. staff to only undertake face-to-face PE with ‘home’ classes</p>		

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
<p>Contracting COVID-19 from Before and After School Club environment</p>	<p>Pupils and staff leading / attending before and after school club</p>	<p>Before school club will only commence when it is deemed safe that pupils from across the sites can mix (suspended from Sept 2020)</p> <p>After school club will be split into 2 groups – KS1 and KS2. This will ensure pupils do not have to mix across sites.</p> <p>KS2 – to take place in Y6 classroom. Tables and chairs will be wiped down after Y6 leave. Outdoor area will be utilised as much as possible</p> <p>KS1 – to take place in designated B & A School Club Room. Cleaned daily. KS1 playground to be used for activities as much as possible</p> <p>Pupils will wash hands before attending Club, and throughout in between activities.</p> <p>Shared equipment to be minimised and cleaned thoroughly</p> <p>Parents/carers will not be permitted to come into building to collect – collect from playground / Junior office</p> <p>B & A school club staff to be shown how to use PPE and training when to use it</p> <p>Accurate registers to be kept to ensure close contacts can be easily identified in the event that an attendee goes on to test positive for Covid-19</p>	<p>Whilst in lockdown / Tier 4 Before and After School Club will be suspended to avoid pupils and staff having to mix with other bubbles.</p>		

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		<p>Activities to be planned that allow social distancing between pupils.</p> <p>Staff to maintain social distancing from pupils as much as possible – within 2m for less than 10 mins.</p>			
Insufficient or ineffective cleaning	Pupils, staff, visitors, and the general public becoming infected with COVID-19	<p>Cleaners should continue to wear clothing and PPE as determined by their existing risk assessments.</p> <p>Standard cleaning regimes have been adapted and updated to ensure all areas being used are cleaned daily with all hard surfaces disinfected with suitable cleaning products</p> <p>Where appropriate, disposable cloths/tissue to be used for hard surfaces such as desks, bookcases etc) in addition to standard cleaning regimes.</p> <p>Toilet and washroom areas, food preparation areas and staffrooms are cleaned regularly in line with cleaning rota.</p> <p>Outdoor equipment (including sinks) to be sprayed with disinfectant at the end of each day.</p> <p>Staff are expected to keep the staffroom clean and tidy during the day, clearing up after themselves and wiping surfaces with antibacterial spray and disposable tissue as they go along.</p> <p>All internal bins will have lids and will be emptied daily to external bins.</p>		All staff	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
		In the event of a confirmed or suspected COVID-19 case in the school, government guidelines of additional cleaning will be followed.			
Ineffective management of potentially contaminated waste	Pupils, staff, visitors, and the general public becoming infected with COVID-19	Standard waste will continue to be managed in line with existing arrangements. Any waste that is considered to be potentially infected/contaminated will be disposed of in the clinical waste bins (one on each site) double bagged before being stored in a safe environment (boiler room) for 72 hours before disposal; this will include any used PPE and any tissues used by persons who are unwell and awaiting collection.		All staff to follow guidance about what constitutes clinical waste	
Ineffective safeguarding measures	Pupils may be more vulnerable during times of uncertainty, stress, or financial strain	School has robust safeguarding measures in place with a Designated Safeguarding Lead who is available on site for the majority of the school day (or by telephone if not on site) CPOMS is used as an effective tool for communication safeguarding concerns with all relevant parties and can be accessed securely away from the school sites as well All staff have had safeguarding training. Inclusion Team have a good understanding of vulnerable families and maintain contact with them when isolating or not attending due to 'lockdown'		Safeguarding is everyone's responsibility DSLs will support staff and monitor impact of safeguarding policies	

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		<p>Staff have been reminded of the importance to look out and note changes to “normal” behaviours of pupils and report any concerns immediately.</p> <p>Children who are not permitted to attend school due to shielding reasons, will have daily communication with their teacher/educational leader.</p> <p>Children not attending school during ‘lockdown’ or when classes are isolating will be expected to access the scheduled Zoom sessions daily, and engage with Class Dojo and respond to message from staff.</p> <p>When there has been no contact with a particular pupil for more than 48hours, a welfare phone call will be made If calls are not answered, a home visit will be arranged (A Greenway)</p> <p>Conversations will take place with the MASH if home visits are not successful</p>			

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
Stress and anxiety of staff due to uncertainty, changes to working arrangements , changes to home arrangements and concern about contracting COVID-19	Staff may experience higher levels of stress and anxiety Potential increase in incidents of Domestic violence	School have stress and wellbeing procedures in place with staff able to access resources to gain support both via school and externally – WorkPlace Wellness scheme alongside Staff Wellbeing Team Mental health and wellbeing information has been shared with staff – action plan created for whole school which includes supporting staff SLT regularly checking on staff and have an open door to discuss concerns. SLT reassuring staff and communicating thoroughly and openly all measures, controls, and arrangements in place to maintain safety	Regular staff check-ins via Teams / Zoom are offered at times of great stress or big change	Wellbeing Team All staff	
Use of third-party facilities	Pupils, staff, visitors, and the general public becoming infected with COVID-19	No off-site educational visits or use of any third-party facilities will be undertaken. This will be reviewed in line with current guidance		KO	
Non-COSHH assessed chemicals in the school	Pupils and Adults in contact with non-risk	Following the latest guidance from the MAT, no hand sanitizer, or other similar products will be allowed to be used during the school day unless COSHH assessed by the school.			

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
	assessed chemicals				
Ensuring pupils entitled to FSM get them daily, even when isolating	FSM pupils, resulting in greater disadvantage	<p>FSM pupils attending school will get the option of a hot or cold deli-bag each day – indicate choice in the morning</p> <p>Pupils who are isolating (e.g. when whole classes are isolating) will be offered a food parcel to cover the isolation period – these will be delivered by school staff (in a socially distanced way)</p> <p>School will take advantage of any LA / DFE guidance on offer in terms of parents being able to access food vouchers in the event of lockdown (e.g. Edenred scheme)</p> <p>Paid meals to be reintroduced from Jan 2021</p>	Meal vouchers may be offered by the DFE in the event of lockdown	Educaterers	
Reopening Nursery setting to all pupils when in national lockdown and all other classes are open only to KW and V pupils	<p>Wellbeing of Nursery staff</p> <p>Increased exposure of Nursery staff to a greater number of households</p> <p>Staffing levels in Nursery</p>	<p>One member of the Nursery team is CEV and will shield in line with Government advice. Staff member to support home learning offer for pupils not attending</p> <p>The two remaining staff will work on site with the ratio of 1:8 at all times. Maximum of 16 pupils can attend under these circumstances.</p> <p>KW and V pupil’s will be prioritised in terms of attendance</p> <p>Daily home learning will be offered to all pupils who are not attending – this includes an element of face-to-face contact with Nursery staff and opportunities to participate in the same learning experiences as pupils that are attending the setting</p>	Staff to seek Union advice in line with S44 letters if needed	Nursery staff	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
<p>Pupils will develop gaps in knowledge and skills as a result of extended absence from school</p>	<p>Pupils fall behind academically. Disadvantaged pupils are more serious impacted than others</p>	<p>Home learning provided to all pupils when individuals or whole classes have to isolate (See Home Learning offer http://allsaintsschbedworth.co.uk/file/ms_website/w16/file/repository/Home_Learning_Offer_2020_docx.pdf)</p> <p>This home learning offer has been reviewed for Jan 21 in light of school closure to most pupils http://allsaintsschbedworth.co.uk/file/ms_website/w16/file/repository/HOME_LEARNING_OFFER_and_Zoom_update_Jan_21_docx.pdf</p> <p>Catch up strategy agreed: http://allsaintsschbedworth.co.uk/file/ms_website/w16/file/repository/All_Saints_Catch_Up_Strategy_2020_21.pdf</p> <p>Recovery curriculum agreed: http://allsaintsschbedworth.co.uk/file/ms_website/w16/file/repository/Recovery_Curriculum_Intent_and_Implementation_Statements.pdf</p> <p>Home learning engagements lists are kept and when engagement is poor, this is followed up by class teachers and / or Inclusion Team</p> <p>Interventions to continue using Zoom in Tier 4 / lockdown situation</p>	<p>Maintain ongoing communication with parents.</p>	<p>KO SLT</p>	

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom and when?	Completed
		Identify pupils with poor access to devices or internet. Offer support through: <ul style="list-style-type: none"> - DFE laptops scheme (4 received Nov 2020. 21 requested 4th Jan 2021) - Vodaphone 30GB SimCards – parents can collect from school - Certain mobile providers allowing additional data allowances, if applied for by school (Get help with technology scheme) 			
Signature of Senior Leadership Team: K. O’Grady			Date: 4/01/2021		
Date review required: 18/01/2021					