



Khalsa Primary School

Faith inspired education



COVID-19 RISK ASSESSMENT UPDATED JANUARY 2022

Risk assessment – January 2022

For school staff this should be read in conjunction with the guidance given to school staff.

Keeping to this risk assessment is mandatory. Any changes should be carried out only after the agreement of the Head of School. This risk assessment will be reviewed whenever there are significant changes to activities in school or relevant changes in the Government's policy and advice on Covid 19.

Significant Hazards and Current Controls

| No | Issue/hazard and what can go wrong | People at risk | Control measures/ mitigations to reduce the risk levels as low as practicably possible | Guidance | Comments |
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| 1 | Some staff or pupils may be more vulnerable to complications associated with COVID-19 | Staff Pupils | <p>The school informs parents and pupils that attendance is mandatory for all pupils.</p> <p>As all students will be back at school it is even more important to be aware of peoples' medical conditions. Staff / parents of pupils have been asked to let their Manager/the school know if any of the medical conditions listed in the NHS link apply to them or their household.</p> <p>Shielding advice for all adults and children will pause on 31st March 2021, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding.</p> <p>The school has utilised the individual staff risk assessment. As part of this process the arrangements for their return to work have been carefully planned and discussed with each individual.</p> | <p>NHS list of high risk and moderate risk conditions</p> <p>Current advice on shielding</p> | Staff with vulnerabilities have met with school leadership and individual arrangements have been made |
| 2 | People with symptoms of COVID-19 creating potential for transmission from person to person | Staff, Pupils, Visitors, Contractors | <p>Pupils, staff and other adults do not enter the school premises if: - They have any symptoms of coronavirus.</p> <ul style="list-style-type: none"> • They have tested positive for coronavirus in the last 7 days. • They are required to quarantine having recently visited countries outside the Common Travel Area. <p>Parents are informed via email not to bring their children onto the school premises if they show symptoms of, or have tested positive for, coronavirus.</p> <p>Staff are informed of the symptoms of possible coronavirus infection, e.g. a cough, loss or change in sense of smell or taste, and a high temperature, and are kept up-</p> | <p>https://www.nhs.uk/conditions/coronavirus-covid-19/</p> | Following Public Health England (PHE) advice we will cease taking children's temperatures on arrival at school as this is an unreliable method of identifying COVID-19. |

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| | | | <p>to-date with national guidance about the signs, symptoms and transmission of coronavirus.</p> <p>From 14 December 2021, adults who are fully vaccinated and all children and young people aged between 5 and 18 years and 6 months identified as a contact of someone with COVID-19 are strongly advised to take a LFD test every day for 7 days and continue to attend their setting as normal, unless they have a positive test result.</p> <p>Daily testing of close contacts applies to all contacts who are:</p> <ul style="list-style-type: none"> • fully vaccinated adults – people who have had 2 doses of an approved vaccine • all children and young people aged 5 to 18 years and 6 months, regardless of their vaccination status • people who are not able to get vaccinated for medical reasons • people taking part, or have taken part, in an approved clinical trial for a COVID-19 vaccine <p>Children under 5 years are exempt from self-isolation and do not need to take part in daily testing of close contacts. Pupils with SEND identified as close contacts will be supported by their school and their families to agree the most appropriate route for testing including, where appropriate, additional support to assist swabbing.</p> <p>Staff who have only had no vaccine or one dose of the vaccine are made aware that they still need to self-isolate if identified as a close contact until two weeks after receiving their second dose.</p> <p>Instances of staff, pupils, visitors and volunteers displaying symptoms of coronavirus are managed in line with local and national guidance and the Infection Control Policy.</p> <p>If anyone in the school develops coronavirus symptoms while at school, they are: - Sent home to begin isolation – the isolation period includes the day the symptoms started and the next 7 full days. – Please refer to Government guidelines.</p> | | |
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| 3 | Stress and anxiety for staff who are asked to return and who are worried about the risks to their health and the health of their family (particularly if living with those who are currently shielding). | Staff | <ul style="list-style-type: none"> Plans are discussed with staff including on a one-to-one basis to enable people to speak about their own situation. SLT discuss with staff individually - to include consideration as to how working will affect them and what, if any, additional measures are needed. School regularly receives updates from Council affiliated teams such as the H&S Team and Education Teams. Pregnant staff should take extra care and ensure a risk assessment is in place. We stagger staff breaktime & lunchtimes so that we minimise the number of staff in the staff room at one time. The school encourages staff to get vaccinated if possible and appointments made outside of school hours, where possible. | Staff and school have access to official guidance from DfE and Public Health England. | We have met with all staff to ascertain who may have worries attending school. Individual arrangements have been put in place to support them. |
| 4 | Emotional Damage (some children have not been in school since March 2020) | | <ul style="list-style-type: none"> We provide support for children who may be showing anxiety through ELSA and SEBDOS. We are providing more opportunities for 'talk' within our curriculum. | | |
| 5 | Testing | All | <p>The government has widened the eligibility criteria for COVID-19 testing to include anyone with symptoms. This now includes children of all ages, even those under 5.</p> <p>Individuals who receive a positive result from an LFD test must arrange a PCR test and complete a 7-day period of self-isolation as long as they test negative on day 6 & 7 and are asked to arrange a confirmatory PCR test.</p> <p>Staff, pupils and parents are made aware that negative results from confirmatory PCR tests taken within 2 days of LFD tests override positive results from LFD tests; therefore, individuals who receive negative PCR test results can return to school, provided they feel well- enough.</p> | Symptoms Guidance on Testing Get a free Test | Staff in all education settings are encouraged to test twice weekly at home |

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| 6 | Local Lockdowns | All | <p>If Slough sees a spike in infection rates that is resulting in localised community spread, Public Health England (inc' the London Coronavirus Response Cell) will decide which measures to implement to help contain the spread. The Department for Education will be involved in decisions at a local and national level affecting a geographical area and will support appropriate authorities and individual settings to follow the health advice. The school will follow the advice provided by Public Health in these situations. In the event of a possible contagion at the school, the school will work closely with Public Health England and the Local Authority/Academy Trust.</p> <p>We will be monitoring the number of COVID cases within our school and adding any extra precautions if and when necessary by following DFE guidance.</p> <p>The Guidance includes educational aspects including the provision of remote learning if children are required to stay at home during these situations.</p> | Contingency Planning for Local Outbreaks (section 5 of Full Opening of Schools Guidance) | We will follow guidance from Slough Borough Council in the event of a Covid-19 local lockdown. |
| 7 | The potential for transmission of virus droplets from surfaces to the hands and then to the face – Handwashing | Staff, Pupils, Visitors, Contractors | <ul style="list-style-type: none"> • The school is reviewing the numbers of handwashing facilities in school and considering whether these are sufficient or more are needed. We will supplement sinks where needed with the provision of hand sanitiser dispensing units. As part of this the school will consider aspects related to exposure to the elements, e.g. insulation to prevent freezing in winter, etc. • On arriving at school, all staff and pupils are required to wash their hands or apply hand sanitiser. Pupils are well versed in the arrangements and handwashing methods, plus their role in infection control. • On arriving at school, visitors including contractors are required to apply hand sanitiser provided in reception. • Prominent signage is provided in the reception area so all are clear what is expected of them in relation to hand washing/ hand sanitising. • All staff and pupils are reminded to wash their hands regularly during the day, especially after using the toilet, when they return from breaks, when they | <p>Public Health England has confirmed that hand dryers are appropriate to use.</p> <p>Guidelines on hand hygiene</p> <p>Wash your hands poster</p> | <p>Each classroom has their own hand sanitiser dispensing unit. Additional ones are dotted around the school</p> <p>We have one cleaner at school to clean surfaces during school time.</p> |

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| | | | <p>change rooms and before and after eating, and to avoid touching their nose, mouth or eyes.</p> <ul style="list-style-type: none"> • Where a sink is not nearby, hand sanitiser is provided in classrooms and other learning environments. • Soap, paper towels (where used) and hand sanitiser supplies are regularly replenished. • Ensuring good respiratory hygiene - promoting 'catch it, bin it, kill it'. • Where toilets have lids, pupils and staff are encouraged to close the lids before flushing. • First aiders have access to local handwashing facilities/hand sanitiser. • Lunch times are staggered for different year groups and all surfaces are wiped down before the next year group. | Catch it, Kill it, Bin it poster | |
| 8 | Visitors | | <ul style="list-style-type: none"> • Visitors to the school are still reduced to those which are essential, with careful discussion and arrangements made. • Signing in arrangements are discussed in row 9 below. • Specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. The school ensures these individuals are aware of the handwashing and social distancing arrangements to be followed in school, and in a well-ventilated area. • Where visitors such as contractors are required for inspections and maintenance, these visits are organised to take place outside the normal school day wherever possible. • Prior to visits by contractors, discussions about local school requirements and contractor requirements relating to relevant controls, including hand washing take place. • LFT are requested for all visitors before they enter the school. | | Signage has been displayed in the office foyer area |

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| 9 | <p>The potential for transmission of virus droplets from surfaces to the hands and then to the face -</p> <p>Signing in arrangements,</p> <p>Use of equipment including pens and pencils,</p> <p>Use of Resources,</p> <p>Libraries</p> <p>Shared equipment</p> <p>Toys</p> <p>Computer and IT equipment</p> | | <ul style="list-style-type: none"> Staff, pupils and contractors use their own pens and pencils where possible, not sharing items with others, including when signing in. Classroom based resources, such as toys, books and games, can be used and shared within the year group. All classroom windows to be open for ventilation. Marigold or similar gloves are suitable for cleaning resources. Each member of staff who does this task has their own dedicated pair of gloves and they should not share them with others. Pupils and teachers can take books and other shared resources home. Use of the Library - the following controls are in place for the library to reduce the potential for virus transmission: All staff and children to sanitise their hands on entering and leaving the library. Where staff share a desk additional controls are in place, ensuring all equipment is cleaned with antibacterial products before use. It is the responsibility of each member of staff to clean their station (desk top/keyboard and mouse) before and after use. This includes classrooms, group rooms, the office and the staff study Sanitising wipes/ spray are provided for areas where pupils or staff are using keyboards and mice. All laptops for children should be wiped clean before they are used by another year group. The school considers how external play equipment is used, ensuring it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously. | | <p>Visitors will be asked to give their contact details in case we are required to track and trace in the event of an outbreak. Visitors will be asked to take a LFT prior to visiting</p> <p>We have one cleaners at school to clean surfaces during school time in the foyer area.</p> <p>A rota will be in place to allow one bubble to use the equipment at any one time.</p> |

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| 10 | Cleaning | | <ul style="list-style-type: none"> There is enhanced and increased cleaning of frequently touched surfaces using standard cleaning products (detergents and bleach (not mixed together)). Rooms / shared areas that are used by different groups are cleaned more frequently. Different groups do not need to be allocated their own toilet blocks, but toilets will be cleaned regularly, and pupils will continue to be encouraged to clean their hands thoroughly after using the toilet. | Cleaning in non-healthcare settings. | There is one cleaner throughout the school day and two cleaners after school. |
| 11 | Social distancing - Teaching, Classrooms Bubbles/Groups Classrooms | Pupils, Staff | <ul style="list-style-type: none"> Where possible and appropriate, outside space is utilised for lessons or activities. Where possible, pupils are in the same year group at all times each day, and different groups are not mixed during the day. Where possible, pupils use the same classroom or area of a setting throughout the day with a thorough cleaning of the rooms at the end of the day Where a different group needs to use a room that has been used by a different group, the room will need to be thoroughly cleaned before the next group enters. Desks are arranged for pupils to sit in a group. A seating plan is in place for each classroom. Where staff need to move between classes and year groups for timetabling and subject purposes they will try to keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. Where possible fire exits will be utilised as entry points to reduce congestion at set times. Classroom window(s) are kept open enough to maintain good general ventilation wherever possible (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space). Parents and pupils have been informed so they ensure pupils dress appropriately. | Guidance for Full Opening (Schools) Guidance for Full Opening (Special Schools & Other Specialist Settings) Government Advice for Schools implementing protective | |

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| | Lunch and school canteens | | <ul style="list-style-type: none"> • The lunch hall will be in use. • Staff not to go into the school kitchen when kitchen staff are in there. • Staggered lunch times to reduce the total numbers of people in the hall at any one time. • Children will remain in their year group bubbles. • One-way system is in place. | measures in education and childcare settings | |
| 12 | Social distancing - offices | | <ul style="list-style-type: none"> • Staff maintain the 1 metre distancing rule wherever possible including with other staff and pupils. • Sanitising wipes are provided for areas where pupils or staff are using keyboards and mice. • Office window(s) are kept open enough to maintain good general ventilation wherever possible. Staff have been informed so they can dress appropriately. | | Office door to remain open for ventilation but no staff to enter the office without permission. Only one person allowed in front reception at a time, wearing a face covering |
| 13 | After School Clubs, Breakfast Clubs, | | <ul style="list-style-type: none"> • The Government has provided guidance on the provision of these facilities • The school ensures any organisation using its facilities for these purposes has a COVID-19 risk assessment in place and that the provider adheres to the school's arrangements and processes for managing COVID-19. • The school provides a copy of its COVID-19 risk assessment to these providers and gives clear information as to the expectations it has including the local arrangements for infection control. • Bubbles or groups will be maintained where possible. Where it is not possible, the club will organise children into small, consistent groups for that setting. | Extra-curricular provision | |

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| 14 | Social Distancing - Travelling to and from school Dropping off and collection arrangements | | <ul style="list-style-type: none"> The vast majority of our pupils walk to school or travel by car. All those who travel on public transport are required to wear face coverings. Parents are discouraged from gathering at the school gates and reminded of the social distancing rules. One-way system is in place. Nursery enter via the nursery gate. Year 1, 2 and 3 enter via the KS1 gate and Year 4, 5 and 6 enter via the KS2 gate. Everyone adheres to the one way system and leaves via the KS2 gate. Classroom doors will open from 8:15am until 8:35am. Collection time is from 3:00pm to 3:15pm. | Safer Travel Guidance for Passengers Safe Travel Poster for Passengers Government Guidance - Full Opening of Schools | Parents are requested to wear face covering when dropping and picking children up. |
| 15 | Face coverings | Staff, pupils | <p>Where pupils or staff have worn face coverings on their way to school, the school has a process in relation to the removal of face coverings when they arrive at the setting and communicates it clearly to them.</p> <p>Staff can wear a visor in communal areas and classrooms if they choose to.</p> <ul style="list-style-type: none"> Pupils are instructed not to touch the front of their face covering during use or when removing them. They must wash their hands/ sanitise immediately on arrival (as is the case for all pupils and students), and take their face covering home with them. Guidance on safe working in education, childcare and children's social care provides more advice. <p>This risk assessment includes arrangements for the provision of first aid, attending to someone who has symptoms of COVID19 and providing personal care including what PPE staff should wear in those instances.</p> | Guidance to working safely in education, childcare and children's social care Government Guidance on Full Opening of Schools | |

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| 16 | Social distancing - staff room and staff toilet facilities meetings | Staff, visitors | <ul style="list-style-type: none"> ● Protocol set for the use of staff kitchen and staff toilet areas ● Staff are encouraged to have breaks outside/go for local walk. ● Staff make their own drinks and handle their own food. No communal food allowed. ● Meeting rooms have chairs removed to ensure only a minimal number permitted to ensure social distance can be enabled. ● Window(s) opened where possible. | Government Guidance on Full Opening for Schools | 9 staff at any one time. No tea or coffee shared. |
| 17 | Social distancing - movement around school buildings | Staff, pupils | <ul style="list-style-type: none"> ● Break times and the movement of pupils around the school are staggered to reduce large groups of children gathering. ● We will use different outside areas for different year groups. These will be rotated to ensure children benefit from different spaces. ● Keep windows open in offices, classrooms and toilets to ensure ventilation is sufficient around school ● Caretaker to ensure toilets have windows opened and closed each day ● Teaching staff to open windows when they arrive in school. ● We have arrows around the school to show the route that must be taken. | | |
| 18 | Assemblies, Large gatherings, Whole school Gurdwara | All | <ul style="list-style-type: none"> ● No reading clubs for Parents or class assemblies. ● Use of Gurdwara- Staggered times for each year group entering the Gurdwara <ul style="list-style-type: none"> ○ Doors to be left open ○ All children sat front facing at all times ○ Leave at least one metre between each year group ○ One class at a time entering and leaving the Gurdwara at a time | | Youtube link for assemblies |
| 19 | Singing | Staff, pupils | <ul style="list-style-type: none"> ● Singing is carefully organised as follows: ● Adequately ventilated areas ● All children forward facing | | |

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| 20 | PE and Sports | Staff, Pupils | <ul style="list-style-type: none"> PE and sports lessons will take place outside where the weather permits and it is practical to do so. Certain activities requiring specific equipment may be more suitable for indoor use only. Contact sports continue as normal in year group bubbles. | AfPE Guidance on Interpreting the Government Guidance | |
| 21 | Swimming | | <ul style="list-style-type: none"> Separate risk assessment | Link to Swim England Documents | Swimming commences Spring 2021 |
| 22 | Educational Visits | Staff, Pupils | <ul style="list-style-type: none"> Trips are organised in line with protective measures, such as keeping children within their consistent group, and the coronavirus (COVID-19) secure measures in place at the destination. The school also makes use of outdoor spaces in the local area to support delivery of the curriculum. When planning these activities, the school undertakes a risk assessment in the usual way to ensure they can be done safely. As part of this risk assessment, the school considers what control measures are needed and ensures it is aware of wider advice on visiting indoor and outdoor venues. | Coronavirus: travel guidance for education settings | No trips requiring public transport are planned for the current academic year 2021/22 |

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| 23 | <p>Provision of first aid and medication</p> <p>Administering Cardiopulmonary Resuscitation (CPR)</p> <p>Administering medication</p> | Staff, pupils | <ul style="list-style-type: none"> First aiders have access to local handwashing facilities including soap and paper towels/hand sanitiser. Disposable gloves are provided for first aiders. A disposable plastic apron is recommended. Clean hands thoroughly with soap and water or alcohol sanitiser before putting on and after taking off PPE. See also the section on 'Someone develops COVID-19 symptoms whilst at school' Please see the following link for PPE guidance for first responders: <p>Cardiopulmonary Resuscitation</p> <p>Should staff have given mouth-to-mouth ventilation there are no additional actions to be taken other than to monitor themselves for symptoms of possible COVID-19 over the following 14 days. Should they develop such symptoms they should follow the advice on what to do on the NHS website.</p> <p>Medication</p> <ul style="list-style-type: none"> The school has a medication policy in place that is followed Staff dispensing medication to students should minimise contact. Wash hands before and after dispensing the medication Where appropriate, students should take the medication out of the blister packs/bottles then place the unused ones back in the cupboard, etc. If required, gloves will be worn by staff when giving medication. | <p>Recommend ed PPE for ambulance staff, paramedics and first responders</p> <p>Government Advice to First Aiders including Resuscitation</p> | In place |

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| 24 | Someone develops COVID-19 symptoms whilst at school | Staff, Pupils | <ul style="list-style-type: none"> ● If anyone is experiencing symptoms - a new, continuous cough, loss of the sense of taste and/or smell, or a high temperature they are sent home/their parents or carer are contacted to collect them and they are advised to follow the staying at home guidance and arrange to be tested to confirm if they have COVID-19. ● If a pupil is awaiting collection, they are moved to the central courtyard if weather permits or a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. ● Where possible, a window is opened for ventilation. ● If contact with the pupil is necessary, then disposable gloves, a disposable apron and face mask should be worn by the supervising adult. 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. ● If they need to go to the bathroom while waiting to be collected, they use a separate bathroom (welfare room). The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. ● The school will call 999 if they are seriously ill or injured or their life is at risk. ● If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves. ● Staff wash their hands thoroughly for at least 20 seconds after any contact with someone who is unwell. ● Cleaning with normal household disinfectant after someone with symptoms has left reduces the risk of passing the infection on to other people. | <p>Staying at home guidance</p> <p>Guidance on cleaning in non-healthcare settings.</p> | |

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| | | | <ul style="list-style-type: none"> Any waste items associated with the individual, including PPE should be double bagged and thrown away. Where a pupil or staff member tests positive for Coronavirus, follow the protocols as shared by Slough Borough Council and Public Health. This protocol includes contacting the London Coronavirus Response Cell (if the Cell hasn't contacted the school). | Government Guidance for Contacts of People with Confirmed Case of Coronavirus | |
| 25 | Staff changing nappies | Staff | <ul style="list-style-type: none"> Staff wear disposable gloves and disposable aprons to change nappies. If there are behaviour issues associated with a child whereby splashing of body fluids is likely, this would need to be reviewed. Following the task, staff wash their hands and dispose of used equipment gloves, nappies and paper towels appropriately. Areas / changing mats / beds in use are cleaned before and after use. | Guidelines on hand hygiene | |
| 26 | Laundry | | <ul style="list-style-type: none"> Public Health advises items should be washed in accordance with the manufacturer's instructions, using the warmest water setting and drying items completely. Dirty laundry that has been in contact with an unwell person can be washed with other people's items. Do not shake dirty laundry, this minimises the possibility of dispersing virus through the air. Clean and disinfect anything used for transporting laundry with your usual products, in line with the cleaning guidance above. People dealing with laundry from a suspected/ confirmed case should wear gloves and aprons when handling the laundry. The school follows the above advice if washing items that a person suspected of having COVID-19 has used or when cleaning washable soft furnishings that are used within a group/bubble. | | |

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| 27 | Uniforms | Staff, Pupils | <ul style="list-style-type: none"> Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. | | |
| 28 | Routine cleaning of communal areas of the school estate | Staff/ Cleaning Contractors | <p>For routine cleaning (i.e. not cleaning in the event of significant contamination by someone suspected of having Covid-19), the following are in place:</p> <ul style="list-style-type: none"> Disposable gloves are provided for staff/contractors Staff wear their usual washable uniform/clothing Mops are used for the tasks No jet washing takes place during the current COVID-19 - not under any circumstances Staff wash their hands when they have finished their task and dispose of the gloves. Clothing can be washed each evening as normal. As a precautionary measure, the jacket could be left near the front door of each person's home, separate from other clothes, particularly if they live with someone who is vulnerable to COVID-19. The school checks that external cleaning contractors have their own covid related risk assessment in place and ensures the cleaners are aware of what is expected of the contractors in terms of following COVID controls within school. | | |
| 29 | Communicating with staff and parents | All | <ul style="list-style-type: none"> Arrangements for discussing in detail plans with all staff including individually have been discussed elsewhere in this risk assessment. Parents will be informed of the general arrangements being made and an explanation of what is expected of them in terms of dropping off and collecting children and any other local procedures will be given. We will emphasise their role in terms of the national approach. Emphasise to parents and carers that if a child feels in any way unwell or under the weather, they need to stay at home and not come into school | | |

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| 30 | Storage and issuing of masks Putting on the masks | Staff | <ul style="list-style-type: none"> Where masks have been supplied for staff (e.g. first aiders) they need to be decanted into clean, sealable bags or plastic lidded boxes so that staff each have their own supply for social distancing purposes and keeping the unused masks clean. | Advice on donning surgical masks and other PPE | |
| 31 | Ventilation including mechanical ventilation | | <ul style="list-style-type: none"> Reference has been made in this risk assessment to keeping some windows open in various areas, including classrooms, offices, corridors and kitchens to help create general natural ventilation. Where activities can take place outside, (weather permitting), this also remains an effective measure. Employers must, by law, ensure an adequate supply of fresh air in the workplace and this has not changed. Good ventilation can help reduce the risk of spreading coronavirus, so focus on improving general ventilation, preferably through fresh air or mechanical systems. Where possible, consider ways to increase the supply of fresh air, for example, by opening windows and doors (unless fire doors). Also consider if you can improve the circulation of outside air and prevent pockets of stagnant air in occupied spaces. You can do this by using ceiling fans, desk fans or opening windows, for example. The risk of transmission through the use of ceiling and desk fans is extremely low." | | HSE Advice: Air conditioning - The risk of air conditioning spreading coronavirus (COVID-19) in the workplace is extremely low. |
| 32 | Fire Evacuation Fire Doors | All | <ul style="list-style-type: none"> The school has reviewed the fire evacuation procedures to consider if there are busy areas and whether the current assembly point presents social distancing issues. The school has in place procedures for the regular cleaning of areas of the doors most frequently made contact with. | | We will carry out our regular fire drills. |

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| 33 | Food and drink Catering | All | <ul style="list-style-type: none"> • Staff make their own drinks and do not share foodstuffs, cutlery and cups, etc. • The caterers prepare their own risk assessment that includes social distancing, cross contamination, food hygiene, etc. • Pupils are not allowed to swap food from their lunch boxes/plates. <p>Controls detailed in the guidance for caterers include:</p> <ul style="list-style-type: none"> • regular handwashing • those with symptoms to stay at home and get tested; • prompt removal of anyone with symptoms; • active engagement in test and trace; • risk assessment in place for activities; • limit unnecessary visits into the kitchen; | Government Guidance for Caterers | 1 metre |