



## Result of COVID-19 risk assessment for the full reopening of Oakley Vale Primary from the autumn term 2020.

### Introduction

The risk assessment was carried out in line with our Risk Assessment Policy as published on The Brooke Weston Trust website. It will continue to be reviewed and updated as necessary, particularly in response to changing guidance.

29 risks and associated consequences have been considered. For each risk, control measures have been identified to manage the risk as effectively as possible. The risks identified and key measures in place to control them so that students, staff and visitors are kept as safe as possible are set out on page two of this document.

Risk control and mitigation strategies have followed the 'system of controls' set out in Government guidance for schools. This system of controls is a set of actions schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail here.

### 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)

### 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

## Risks and key controls

Risk 1	Inability or failure to maintain appropriate social distancing in school
Key control measures	<p>Staff are to maintain 2 metres between them and also when speaking with parents / carers and are reminded of this regularly. Children are encouraged to do the same.</p> <p>Areas marked inside and outside the building to provide a clear indicator of maintaining 2m distance</p> <p>Places allocated for children and staff to work to maintain 2m social distancing where possible within classroom places. Teaching area marked out for 2m at the front of the class.</p> <p>Monitored / supervised visits to the toilet- restricted numbers / rotas in place– observe social distancing. Ensure handwashing facilities are kept maintained. 1 in 1 out.</p> <p>Year group bubbles formed by 2 classes within year- class teacher leader of the groups. Children remain in their allocated classroom / playground demarcated area as far as possible to reduce opportunity for cross contamination.</p> <p>Playground areas zoned for specific Year group bubbles.</p> <p>Adjust furniture layout to accommodate 2m social distancing where possible. Classroom layout in rows – sitting side by side ensure at least 1 metre between spaces.</p> <p>When supporting a child with their learning, make sure you are to the side of them. Avoid face to face interaction.</p> <p>Staggered start times. 2 entry points 1 exit point- allocated year groups. No whole assemblies (virtual assemblies) or lunches in the hall (lunch in classrooms).</p> <p>Reception will have playtimes in their open areas. Morning break in 2 sessions: Y1,3, 5 10:15-10:30 Y2,4,6 10:30-10:45</p> <p>Lunch break – playtimes in 2 sessions Y1,3, 5 12:00-12:30 – Outside Y2,4,6 12:30-1:00 – Outside</p> <p>Children eat their lunches in their allocated classrooms. Playground marked out in to zones for year group bubbles to access,</p> <p>Additional space made available for staff with use of Hall for refreshments.</p> <p>Furniture in the staff room re-configured to allow for PPA with social distancing observed.</p>
Risk 2	Access to and egress from school site presents increased opportunity for transmission
Key control measures	<p>Reduced numbers of people in attendance at site inductions and where ever possible hold them outdoors</p> <p>Stop all non-essential visitors entering site.</p> <p>Monitor site access points to enable social distancing.</p>



Require all persons to wash their hands before entering or leaving the site – signage to encourage and hand sanitiser provided in reception areas.

All children to sanitise their hands as they arrive and leave site.

Regularly clean and disinfect common contact surfaces in reception, office, access control and delivery areas e.g. screens, telephone handsets, desks, particularly during peak flow times.

#### **Visitors**

All visitors to be made aware of site rules

Only visitors carrying out essential maintenance deemed necessary to the safe running of the school are to be allowed on site and will read signs in reception regarding good hygiene.

#### **Staff**

Staff who are showing any of the signs of Covid-19 may NOT come to school.

Staff MUST declare if they have a member of their family displaying signs of COVID-19 and may NOT come into school.

Staff informed about the need for self-isolation as advised by the Government.

Entrance gate to carpark – open for staff to access and park between 7:30-8:30- no need to buzz in – reduced touch points.

Staff to be parked in the car park by allotted time to ensure safety to entry and exit of parents/ carers.

If staff arrive at the same time or due to leave at the same time to observe the 2m social distancing between them.

#### **Entry**

Staggered start times to reduce need for queuing to enter the school site.

Reception – Enter – via Pedestrian gate- take into class – out via the TOP gate.

Y1-6 will enter site (at staggered times) via the pedestrian gate near the Car Park IN Gate and will leave site via the TOP Gate. Children be dropped off outside their classroom doors where they will be met by their class teacher. The class will line up when everyone present they will enter the classroom after sanitising their hands. Parents will be encouraged to keep moving as they drop off along the one-way system and out.

End of the day, apart from Reception the children will enter the site via the Pedestrian gate near the Car Park IN gate and follow one-way system and out via the Top gate. Teachers will line their children up outside the class and will release the children as their parents move past.

Information sent out to parents/ carers prior to the start of term to explain that children will not be expected to wear face masks or face coverings. Children as well as any visitors to site will be expected to sanitise their hands before entering site.

Risk 3	Insufficient availability of staff to fulfil all school duties
Key control measures	<p>Ensure staff capacity is judged in line with the Trust Staff decision tree.</p> <p>Staffing allocation is done in advance and reviewed regularly to ensure that sufficient numbers of staff are on site to match the student demand. The following are considered:</p> <ul style="list-style-type: none"> <li>• Staff consulted about their availability for work</li> <li>• All staff medical needs to be discussed with the Principal or HR contact prior to them entering the school.</li> <li>• Individual staff risk assessments completed especially who are newly returning to school.</li> <li>• First aiders - Suitable and sufficient provision must be made for the provision of first aid, physical intervention, emergency procedures response, etc.</li> <li>• Fire Marshalls</li> </ul> <p>In liaison with the Central Team- Finance team to continue to work from home where possible. If team in school, the office to be well ventilated and staff to work 2m apart.</p> <p>Discussion with Principal EG and HR Kat Pithey where adaptations need to happen.</p> <p>Support / Cover staff to work in no more than 3 bubbles in one week and only to be in 1 bubble per day to reduce opportunity for cross contamination and ensure school is operational.</p> <p>External providers to share their risk assessments of how to conduct safe practice. School risk assessment shared with contractors.</p> <p>Visitors- to have full induction based around safe practice, regular hand washing and hand sanitiser, adult social distancing. Year group bubbles.</p> <p>Staff handbook to reflect expectations.</p> <p>Check with those staff on 52-week contract have had their holiday entitlement for 19-20 and have leave planned for 20-21.</p>
Risk 4	Loss of key staff due to self-isolation
Key control measures	<p>Multiple key holders in place.</p> <p>Communication trees established.</p> <p>Leadership hierarchy in place.</p> <p>Additional key holder duties assigned to SLT other than Site staff. i.e. Principal and Vice Principal.</p> <p>Buddy system with partner school for estates management purposes. Site Manager to make sure they understand how the site works.</p> <p>Identify key activities with single point of control and train others.</p> <p>Provide a checklist of key actions and responsibilities to ensure the school is able to be open based on Site and operational requirements.</p>
Risk 5	Staff feel unsupported or unclear about expectations and procedures
Key control measures	<p>Staff Information area created on Trust website, containing useful tools and resources for staff. This includes an FAQ document.</p> <p>Access to 'Employee Assist Programme' and Regular updates shared around Employee Assist Programme resources.</p> <p>Expectations shared with all staff around teaching and learning and conduct on site (changes of expectations e.g. social distancing, hand washing)</p> <p>Risk assessment shared with all staff each time it is reviewed or any changes made.</p>

	<p>Weekly staff briefing.</p> <p>All staff aware of the support provisions in place, including access to PPE where the risk assessment identifies the requirement</p> <p>Ensure staff are reminded where to find support- e.g.,BWT staff information area, information sent out by Kat Pithey.</p> <p>Provide regular catch up with meetings for staff who are new to returning back since March.</p>
Risk 6	Suspected case of COVID-19 displaying symptoms whilst at school
Key control measures	<p>Community room- identified as a safe place to isolate suspected case – provides access to toilet, water supply, tissues. Bin bags . Exit point for collection rather than going through main reception.</p> <p>All persons are to maintain a safe distance from affected individual. Ensure PPE is worn if suspected case requires first aid and 2 metre social distancing can't be maintained (moisture resistant mask, apron, gloves and eye protection)</p> <p>Make sure PPE is available for staff who may need to care for a poorly child where 2m cannot be maintained.</p> <p>Aprons, Gloves, face masks available in all classrooms. Additional supplies available in the Hygiene room. Supplies monitored by Becky Annetts (Assistant Head) and Brian Hebberd (PPE champion)</p> <p>If suspected case needs to cough or sneeze this should be into a tissue which is then put into a bin, or if they do not have tissues they will be advised to cough and sneeze into the crook of their elbow.</p> <p>Areas occupied and equipment used by the affected person will be identified and then thoroughly cleaned and disinfected following latest guidance.</p> <p>Person displaying symptoms must follow the guidance on self-isolation and not return to school until their period of self-isolation has been completed.</p> <p>A note of all persons who the affected person has been in contact with is to be made, and these are to be monitored for symptoms throughout the following two weeks.</p> <p>All staff to be reminded of the expectations of what to do if they have symptoms. Ensure signage is visual in all areas around the school.</p> <p>Guidance information shared by Trust to all staff as part of the September training day.</p> <p>Guidance information shared by Trust to be shared with all staff as part of September training day/ induction of new staff.</p> <p><b>East Midlands HPT</b> Public Health England Seaton House City Link Nottingham NG2 4LA Telephone 0344 2254 524 (option 1) Out of hours advice 0344 2254 524</p> <p>Information shared with parents as part of the September reopening booklet.</p>

	<p>Parents and staff to inform school immediately of test being undertaken.</p> <p>Household guidance information to be shared with staff as part of the September training day.</p>
Risk 7	A Confirmed case of Covid-19 in school
Key control measures	<p>Minimise contact with individuals who are unwell by ensuring that those who have coronavirus symptoms do not attend school.</p> <p>Enhanced cleaning (infection prevention and control) regimes in accordance with published guidance.</p> <p>Partial occupancy of properties to support effective cleaning (infection prevention and control)</p> <p>Signage displayed around school sites reminding to undertake good personal hygiene and symptoms</p> <p>Staff and students reminded to adhere to social distancing</p> <p>Government advice relating to isolation shared with staff</p> <p>Entrance protocols &gt; “stop &amp; check” for symptoms protocols to all staff &amp; pupils prior to entrance being granted.</p> <p>Limit access to external visitors</p> <p>Site Manager responsible for ensuring that the cleaning processes are adhered to on a daily basis and liaises with the Principal and Trust Central team. The name of the nominated person is recorded and retained in a file marked “COVID-19: Site Actions”</p> <p>Clarity of expectations through information for parents prior to return to school. Staff training day- September.</p> <p>Self- isolation now 10 days- following government announcement 30.7.20</p>
Risk 8	Spread of Covid-19 from exposure from others due to: 1) living with someone with a confirmed case. 2) Has come into close contact with a confirmed case
Key control measures	<p>Minimise contact with individuals who have someone unwell in their household with coronavirus, do not attend school.</p> <p>Staff and students told to follow latest isolation guidelines should they find they have a new, persistent cough and/or a high temperature. Records of actions taken will be kept.</p> <p>Should staff or students disclose that people living with them are self-isolating, they will be advised to follow latest isolation guidelines and Government guidance.</p> <p>All visitors reminded of current isolation guidelines and asked questions before entering premises (helping avoid contact with personnel suspected of having caught COVID-19)</p> <p>Welfare facilities are provided which contain suitable levels of soap and hand sanitiser.</p> <p>Maintain 2 metre social distancing in line with PHE guidance</p>

	<p>Any existing individual risk assessments (disability, young persons or new / expectant mothers) to be reviewed</p> <p>Staff and students reminded daily to follow good hygiene measures at all times via signage and staff briefings.</p> <p>Additional signage displayed outside and inside the school</p>
Risk 9	Poor hygiene by school occupants increases risk of transmission
Key control measures	<p>School occupants reminded daily via signage to:</p> <ul style="list-style-type: none"> <li>• wash hands regularly using soap for at least 20 seconds</li> <li>• 'catch it, bin it, kill it'</li> <li>• Use sanitiser provided</li> <li>• Observe social distancing</li> </ul> <p>Pupils reminded verbally by school staff throughout the school day to observe the hygiene practices detailed above.</p> <p>Regularly clean the hand washing facilities and check soap and sanitiser levels.</p> <p>Provide suitable and sufficient rubbish bins with bin bags for hand towels with regular removal and disposal.</p> <p>Orders of cleaning supplies, soap and hand sanitiser are processed regularly and stocks securely stored.</p> <p>In place reporting processes for staff and pupils to report empty soap or sanitiser dispensers so that they can be replenished as soon as practicable. Where replacements are not available, close off toilet areas.</p> <p>Provide additional hand washing facilities to the usual welfare facilities if increased personnel on site.</p> <p>Increase the level of cleaning throughout the day through staff adopting clean as you go in the bubbles and additional cleaner adopting more regular cleaning of toilets and other public areas.</p> <p>Introduce robust infection prevention and control checklists for all cleaning staff which must be signed off and quality assured as the end of each shift.</p> <p>Restrict the number of people using toilet facilities at any one time e.g. use a welfare attendant.</p> <p>Ensure that ventilation is maximised using natural fresh air or mechanical extraction systems</p> <p>Avoid unnecessary handling of resources (books etc.) and use gloves where this is necessary or the items cannot be cleaned first.</p> <p>Limit what the children bring into school- Lunch provided by school, Stationary – pens, pencils provided – no need to bring own pencil case in. EYFS to limit equipment and ensure it is cleaned regularly throughout the day by staff.</p> <p>Any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting must be removed by the wearer and put in a plastic bag that the wearer has brought with them in order to take it home. The wearer must then clean their hands.</p>

	<p>Parents advised via the reopening booklet that children do not need to wear face coverings/ masks in school.</p> <p>Children to be supervised when sanitising their hands – on arrival on site through out the day. Everyone to sanitise their hands on entering and leaving an area.</p> <p>Signs around the building. Children reminded to catch it bin it, kill it. Tissues places in bins. When emptied bags to be tied up before removal from bins.</p> <p>Increase numbers of cleaners to enhanced cleaning regimes are maintained throughout the day.</p>
<b>Risk 10</b>	<b>Lack of awareness of risks from Covid-19 increases risk of transmission</b>
<b>Key control measures</b>	<p>Posters displayed around site including all entrances and around the building.</p> <p>Staff briefings to remind all personnel on site, warning them of the risks posed by the virus as well as the control measures outlined in this assessment and from government guidance. This includes informing personnel of the known symptoms.</p> <p>Child friendly signage around the building to reinforce message with pupils. Parent informed of information as part of preparation for return to school.</p> <p>Clear signage at the main entrances of the school site to remind visitors of our expectations -i.e. not entering site with signs of symptoms of COVID 19 + safety protocols in school , Handwashing, hand sanitising.</p>
<b>Risk 11</b>	<b>Infection prevention and control (cleaning) regimes insufficient or ineffective</b>
<b>Key control measures</b>	<p>An enhanced cleaning schedule is implemented throughout the site, ensuring that contact points, e.g. work surfaces, door handles, taps etc. are all thoroughly cleaned and disinfected regularly.</p> <p>Infection prevention and control guidelines available from central team.</p> <p>Only cleaning products supplied by the school are to be used.</p> <p>Bin liners should be used in all bins and waste disposed of in line with guidance. All bins to be emptied daily.</p> <p>Increase cleaning staff capacity to ensure that sufficient coverage in terms of personnel is available both during and after the school day</p> <p>Staff to work flexibly supporting other Trust schools.</p> <p>Implement a 'clean as you go' culture, with other school staff undertaking some cleaning tasks such as wiping classroom desks and doors before and after each lesson</p> <p>Cleaning staff to be included in all staff communications so they are kept updated of developments in school and expectations for reporting absence etc. Note most cleaners do not use school email. Site Manager to have a daily briefing with all cleaners to ensure they are kept informed of any updates.</p> <p>Allocated toilet rota in KS2 to reduced opportunity for large gatherings.</p> <p>KS1 / Reception toilets supervised with one in one out.</p> <p>Toilets cleaned thoroughly throughout the day.</p>



Risk 12	Lack of required Personal Protective Equipment (PPE) for identified purposes
Key control measures	<p>Routine school operations requiring PPE identified, for example the provision of intimate care or nappy changing in early years settings will have access to usual equipment, gloves, aprons, additional PPE available if requested by the person providing the care.</p> <p>First aid stations have PPE equipment readily accessible to staff.</p> <p>Supply chain for usual stock identified.</p> <p>Provide training to raise awareness/ clarify staff's understanding of what PPE is and when is needed.</p> <p>Identify multiple sources of all PPE identified as required through this risk assessment. Do not rely on a single supplier</p> <p>Utilise support from Central Team, to centrally monitor PPE stock levels across all Trust schools and procure supplies</p> <p>Facilitate sharing of supplies where temporary supply issues present.</p> <p>Hold stock at sufficient capacity to cover a minimum of two weeks' requirements at all times. Ordering in advance of stock depletion.</p>
Risk 13	Increased risk of harm to vulnerable staff or students, including those attending special unit provision
Key control measures	<p>Review existing risk assessments and operating procedures in place including:</p> <ul style="list-style-type: none"> <li>• Personal Emergency Evacuation Plans</li> <li>• Intimate care requirements</li> <li>• Links with EHCP objectives</li> </ul> <p>Records kept of students with specific identified health needs</p> <p>Communicate with identified vulnerable people to remind them of government guidelines about keeping safe</p> <p>Review staff rotas and staff availability to ensure that the particular needs of any identified individual or group can be appropriately met. Update plans accordingly.</p> <p>Individual Risk assessments for staff where necessary especially those returning to work in September.</p>
Risk 14	Injury or illness suffered during school occupation requiring administration of first aid
Key control measures	<p>Normal school operating procedures apply with the addition of PPE as required.</p> <p>It is accepted that social distancing cannot be maintained during the delivery of first aid, but physical contact should be kept to a minimum, and those administering first aid should wear PPE appropriate to the circumstances. Wash hands and ensure the affected area is cleaned upon completion.</p> <p>Ensure adequate PPE provision is in all First Aid boxes.</p> <p>Ensure staff rota includes qualified first aider on site. (First aid at Work)</p> <p>Identify secure room to treat / leave ill persons -Community room, is the identified room.</p> <p>Nomination of 'duty' first responder- Becky Annetts</p> <p>Restrict educational activities to low risk only.</p>

	Additional dynamic risk assessment for premises function activities including reference to task RAMS
Risk 15	Provision of food for students, including use of restaurant facilities or other designated spaces for eating - exposure from large numbers of persons gathering
Key control measures	<p>Food and drink to only be consumed in agreed area for each bubble i.e. in classroom / dedicated outside location. Hand washing procedures before and after eating.</p> <p>Packed Lunch delivered by lunchtime supervisors to the outside door. After lunch rubbish collected from outside the classroom.</p> <p>Break times are staggered to reduce congestion and contact.</p> <p>All persons should sit apart from each other whilst eating. They are reminded by school staff to do this.</p> <p>All rubbish and waste is put straight in the bin by the user and not left for someone else to clear up.</p> <p>All areas used for eating are thoroughly cleaned at the end of each break and shift, including chairs, door handles. Bin bags tied and collected after lunch is completed.</p>
Risk 16	Use of changing facilities, showers and drying rooms
Key control measures	<p>Children to come to school in PE kit on the days they have PE. They will not need to change.</p> <p>If change for PE – the children should change in their classrooms and in their allocated space. With Upper Key Stage classes- Girls and Boys can be separated but must change within their Year group bubble classes.</p> <p>Both rooms to be cleaned after the children have changed before resuming learning in class.</p>
Risk 17	Insufficient maintenance and use of school environment and facilities (including electrical and mechanical plant) increases risk of transmission or other issues
Key control measures	<p>Site teams provided with list of facilities management activities to complete via Every Compliance Management system and receive automatic reminders.</p> <p>Weekly 'keeping in touch' calls taking place between Site teams and Director of Estates to confirm appropriate routines in place.</p> <p>Cleaning has continued to take place during partial opening of the school</p> <p>External and internal doors open. Windows to be open at the start of the day. Internal doors must be closed when the room is vacated.</p>
Risk 18	Outbreak of fire reduces ability for distancing (e.g. between bubbles)
Key control measures	<p>Existing FRA and associated evacuation procedures</p> <p>Signage displayed in muster point reminding of 2m rule</p> <p>Ensure trained fire warden on site during occupied hours</p> <p>Complete &amp; maintain accurate property occupancy register maintained during occupied hours.</p> <p>Ensure extra spaces are marked out on the playground for bubble muster points.</p> <p>External and internal doors open. Windows to be open at the start of the day. Internal and external doors must be closed when the room is vacated in the event of a fire</p> <p>Fire drills to take place as early as possible in the new term to ensure everyone is clear of procedures including visitors and new members of staff.</p>

Risk 19	Use of school transport (of any kind) increases opportunity for transmission
Key control measures	Swimming pool not yet open awaiting information around their RA as well as advice from Director of PE. Coach used to transport Y4 children to the pool.
Risk 20	Travel off site increases opportunity for transmission
Key control measures	<p>Conduct meetings electronically or via telephone wherever possible.</p> <p>No School trips or visits during the Autumn term.</p> <p>Travel is only required for essential purposes.</p> <p>Implement social distancing where possible (2m clearance from persons and not to travel in groups of more than 2 unless it is immediate family).</p> <p>Work from home wherever possible.</p> <p>All persons advised to limit their use of public transport.</p> <p>Where travel is essential, use private single occupancy where possible.</p> <p>Home visits to only occur if absolutely necessary.</p> <p>Completion of risk assessment and follow procedures as correct access to PPE when making Home visits.</p>
Risk 21	Deliveries & waste collection – visitors to site increase opportunity for transmission
Key control measures	<p>Signage in reception areas reminding visitors to maintain social distancing.</p> <p>Floor marking tape used to signal distance to keep from reception desks.</p> <p>Staff advised not to approach delivery staff, allow packages to be left in a safe place.</p> <p>Hands are to be thoroughly washed after handling all deliveries or waste materials.</p> <p>Waste to be disposed of in bins immediately or site teams asked to remove it as soon as possible. Minimise handling.</p> <p>Signage erected at delivery points reminding drivers to maintain social distancing and to use hand sanitiser or PPE where practical for them to do so.</p> <p>Antibacterial wipes / spray made available for staff to clean any products delivered prior to handling.</p> <p>Waste collection times amended where possible to limit potential for interactions.</p> <p>Delivery vehicles only allowed on site at identified times: Before 8:30am Between 9:30-2:30 After 3:45 pm</p>
Risk 22	Contractors, visitor and volunteers attending school site
Key control measures	<p>Only contractors carrying out essential maintenance deemed necessary by the school Principal to the safe running of the school are to be allowed on site and will read and comply with signs in reception regarding good hygiene.</p> <p>Staff and contractors are to maintain a safe distance between themselves and others (2 metres) and contractors will be reminded of this on arrival each day via displayed signage.</p>

	<p>All contractors are to wash their hands or use sanitiser upon entering the site.</p> <p>Site inductions are to be carried out with all contractors following social distancing principles (2m separation). Site inductions will be carried out by Brian Hebbard (Site Manager), Matt Dickson (Site supervisor) or Pauline Forman (Senior Administrator)</p> <p>The contractor is to notify the premises staff of all areas visited, in order that these can then be thoroughly cleaned before occupation again by any other user.</p> <p>Visitors provide contact details.</p> <p>Visitors to be reminded they cannot come on site if they have COVID symptoms- via signage and information shared prior the visit.</p> <p>All volunteers/ students to receive induction training prior to return to supporting school,</p>
Risk 23	Reintroducing the use of shared equipment and resources as part of curriculum delivery
Key control measures	<p>Continue with allocated personal resources per child.</p> <p>Children use the resources available in their classroom (bubble).</p> <p>Where resources are shared they must be cleaned before used by other children outside the bubble.</p> <p>Reading books to be changed once a week on a Friday. Returned Reading books to returned to the shelves on a Tuesday.</p> <p>Soapy water available for children to wash their hands whilst outside.</p> <p>Children encouraged to sanitise their hands.</p> <p>Climbing frames cleaned down throughout the day.</p> <p>Children to wash hands/ sanitise their hands before returning to the class room.</p> <p>Subject leaders to provide risk assessments for use of equipment in their subjects.</p>
Risk 24	Recruitment activities and teacher training
Key control measures	<p>Usual Safer Recruitment practices followed regarding advertising and checking references etc.</p> <p>Virtual tours provided for candidates.</p> <p>Interviews to be undertaken via Microsoft teams.</p> <p>New staff, complete detailed induction programme led By EG, BH.</p>
Risk 25	Safeguarding cases – increase in volume and interventions needed
Key control measures	<p>Dedicated Wellbeing team .</p> <p>DSLs to have access to regular supervision.</p> <p>Weekly Trust meeting with Safeguarding lead.</p> <p>Weekly in school DSL meetings with Principal.</p>

Risk 26	Extra-curricular provision reintroduced
Key control measures	<p>After school and breakfast club will not be in operation due to Acorns (Provider) unable to meet need. This will be reviewed in the Autumn term.</p> <p>Sport extra - curricular activities provided by Pacesetters- will be reviewed to begin after October half term. School wishes to focus on providing safe and well managed core business up to October half term.</p>
Risk 27	Behaviour and discipline falls below usual standards and results in increased transmission risk
Key control measures	<p>New Behaviour strategy due to be implemented from September – part of School Development Priorities. Refer to government guidance.</p> <p>Ensure staff are aware of the updated Trust Behaviour Policy (1.9.20 Training day).</p> <p>Expectations shared in parent booklet being sent out in w.c. 10.8.20</p>
Risk 28	Bubble or whole school required to isolate / lock-down due to outbreak
Key control measures	<p>Trust Flowchart to be shared with staff based on suspected / confirmed cases of COVID and what do, during the September training day</p> <p>Communication plans in place by SLT for parents to inform them around Lock down.</p> <p>Home schooling offer based around Purple Mash, Education City and Year group newsletters.- if year group / whole school goes into lock down.</p> <p>SLT to provide regular updates/ briefings with staff.</p> <p>SLT to liaise with Central team for support.</p> <p>Reinforce messaging about the national track and trace procedures and trusting the PHE system.</p>
Risk 29	Insufficient space available to accommodate all students
Key control measures	<p>Unnecessary Furniture to be removed from rooms to ensure there is enough space.</p> <p>Teaching space to be demarcated for 2m.</p> <p>Continue to make use of the outdoor space as much as possible.</p>