

September 2021

Saxilby Church of England Primary School – COVID - Risk Assessment



**Hazard:** Something with the potential to cause harm.

**To Assess Risk:** Using the tables below, consider **Severity (S)** and **Likelihood (L)** **without** Control Measures. **Multiply (S x L)**

**Describe Control Measures:** Control measure(s) **reduce** the likelihood, **and/or** severity of **harm**, reducing **risk**.

**Re-assess Risk**, considering Severity (S) and Likelihood (L) **with** Control Measures in place.

**Multiply (S x L) = Risk Rating** (with controls).

Severity (S)	x	Likelihood (L)	=	Risk Ratings (R)		
Fatality = 5		Likely = 5		20 +	Very High Risk	
Injury (Specified injury / RIDDOR reportable) = 4		Probable = 4		15 - 19	High Risk	
Injury (requiring treatment and/or 3 to 7 day absence) = 3		Possible = 3		9 - 14	Medium Risk	
Injury (requiring treatment and/ or absence less than 3 days) = 2		Unlikely = 2		4 - 8	Low Risk	
Minor Injury = 1		Very Unlikely = 1		1 - 3	Very Low risk	
HAZARD	Assessment of Risk <b>without</b> control measures			CONTROL MEASURES TO REDUCE THE RISK		Assessment of Risk <b>with</b> control measures
	S x L = R					S x L = R
Clinically Extremely Vulnerable employees contracting COVID-19	5	4	=	20	<ul style="list-style-type: none"> <li>Shielding ended on 1/4/21, stating employees may now return to their workplace. Those who are CEV have all received their vaccine.</li> <li>Individual risk assessments in place.</li> </ul>	5   2   =   10

School could lapse/fail to follow the newest national and/or LCC guidelines and advice on COVID-19.	4	3	=	12	<ul style="list-style-type: none"> <li>Daily checks will be made with:- <ul style="list-style-type: none"> <li>Government websites (<a href="http://Gov.uk">Gov.uk</a>) or <a href="#">LCC website</a></li> <li>Local/National news providers</li> <li>Local school networks/partnerships (if applicable)</li> </ul> </li> <li>Any changes in national/LCC advice and guidance to be shared with the Senior Leadership Team and Governors for appropriate action.</li> <li>Staff and Parents to be updated in a timely manner, using email, letters etc. as necessary.</li> </ul>	4	1	=	4
COVID-19 precautions are not followed within the school environment, leading to potential spread or outbreak.	4	4	=	16	<ul style="list-style-type: none"> <li>Staff to sanitise / wash hands on arrival and departure and through the day</li> <li>Visitors are permitted but must follow all safety guidelines.</li> <li>Volunteers are permitted in school but must follow all safety guidelines. If in regularly they will be invited to take LFD tests.</li> <li>Staff will be invited to take LFD tests twice a week; this is due to be reviewed by the Government at the end of September 2021.</li> <li>COVID-19 <a href="#">hygiene advice</a> and posters are displayed in key areas of the school site.</li> <li>Staff to reiterate to Parents and children (via letter/email/classroom talks / circle times / teaching opportunities etc.) the importance of:- <ul style="list-style-type: none"> <li>Hand washing on a regular basis</li> <li>Covering coughs and sneezes with a tissue and disposing of it (Catch it, Bin it, Kill it)</li> <li>Not touching eyes/nose/mouth with unwashed hands</li> </ul> </li> <li>Soap and regular hand washing will be promoted for all children and hand sanitizer will be available where required</li> <li>Students and staff to wash their hands after outside activities, sporting activities/ PE, equipment to wiped down by staff after each use, etc.</li> <li>Good ventilation wherever possible whilst maintaining a comfortable temperature.</li> <li>Indoor sport can happen but outdoor sport will be prioritised.</li> <li>Class staff to be provided with anti-bacterial wipes or spray to wipe down classroom surfaces.</li> <li>School cleaning regime is monitored/include frequent cleaning of frequently touched items (Door handles/doors/taps/table tops etc.)</li> <li>Outbreak Management plan in place in case of an outbreak.</li> <li>A separate risk assessment will be created for educational trips.</li> </ul>	4	3	=	12
Risk to staff / students via possible transfer or bodily fluids via students spitting / dribble	4	5	=	20	<ul style="list-style-type: none"> <li>Hand washing routines in place throughout the day, use of gloves as required to support 1:1 physical / tactile support where required</li> <li>Risk assessment of students, as to level of known behaviours / use of strategies</li> </ul>	4	3	=	12

Staff failing to report feeling unwell and attend school, potentially spreading COVID-19	4	3	=	12	<ul style="list-style-type: none"> <li>Staff are aware of the importance of following national guidance, and to stay home and self-isolate if unwell with symptoms of COVID.</li> <li>Staff to follow the school guidance on reporting sickness due to suspected/confirmed COVID-19. Leadership updating as any national guidance changes.</li> <li>School to report confirmed cases of COVID-19 to the LCC Corporate Health and Safety team, via a PO3, to assess if a RIDDOR report is required (See HSA Reporting of COVID-19 for guidance)</li> </ul>	4	1	=	4
Staff or student starts to show symptoms of COVID-19 (suspected) whilst at school	4	4	=	16	<ul style="list-style-type: none"> <li>Staff member to be sent home immediately (travel home appropriately) and to organise a test.</li> <li>If a child is unwell, to be moved a safe space outside of the classroom. Parent/carer to pick-up and organise a test. Supervision of the child should take place at a minimum of 2 metres away, if possible with use of PPE (gloves, apron, mask).</li> <li>Once Staff or Student has left the premises, follow the Reporting of Employee with COVID-19 process whether confirmed case or not and access to the isolation room will be restricted until cleaning has taken place.</li> </ul>	4	3	=	12
Increase traffic in and around school leading to increased interactions / large numbers	4	4	=	16	<ul style="list-style-type: none"> <li>Events will always be planned following Gov guidance <a href="https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions">https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions</a></li> <li>Face coverings will be expected and recommended' in enclosed and crowded spaces where people may come into contact with others they don't normally meet, such as share / assemblies where higher numbers of parents are visiting. (to be reviewed at the end of September)</li> <li>Sessions will be spread in space or repeated of days to reduce numbers as much as possible in any one slot eg. spread over more sessions rather than 1 to allow for increased space (to be reviewed in line with Gov guidance)</li> <li>Any events will be cancelled in line with Outbreak Management</li> <li>Separate risk assessment for each educational activity will be carried out</li> <li>Guidance will be shared in advance and on arrival</li> </ul>	4	3	=	12

Directorate:

Education

School:

Saxilby Church of England Primary School

Headteacher Name

Catherine Stratton

Signature

*C Stratton*

- All aspects of the risk assessment will be regularly reviewed in line with Government guidance.