

December 2021 (6/12/2021)

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 without control measures			CONTROL MEASURES TO REDUCE THE RISK				Assessment of Risk with 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"> Shielding ended on 1/4/21, stating employees may now return to their workplace. Those who are CEV have all received their vaccine. Individual risk assessments in place. 				5	2	=	10

<p>School could lapse/fail to follow the newest national and/or LCC guidelines and advice on COVID-19.</p>	4	3	=	12	<ul style="list-style-type: none"> Daily checks will be made with:- <ul style="list-style-type: none"> Government websites (Gov.uk) or LCC website Local/National news providers Local school networks/partnerships (if applicable) Any changes in national/LCC advice and guidance to be shared with the Senior Leadership Team and Governors for appropriate action. Staff and Parents to be updated in a timely manner, using email, letters etc. as necessary. From 29th November daily check in meetings with the Lincolnshire Health Protection Team ensures daily action is taken if required (updated 30th Nov 2021) 	4	1	=	4
<p>COVID-19 precautions are not followed within the school environment, leading to potential spread or outbreak.</p>	4	4	=	16	<ul style="list-style-type: none"> Staff to sanitise / wash hands on arrival and departure and throughout the day Only visitors providing teaching, social care or therapeutic services are permitted but must follow all safety guidelines (updated 30th Nov 2021) Volunteers are not permitted in school (UPDATE 28th Nov 2021) Staff will be invited to take LFD tests twice a week, encouraged to take 3 times a week from 6th December 2021 COVID-19 hygiene advice and posters are displayed in key areas of the school site. 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"> Hand washing on a regular basis Covering coughs and sneezes with a tissue and disposing of it (Catch it, Bin it, Kill it) Not touching eyes/nose/mouth with unwashed hands Soap and regular hand washing will be promoted for all children and hand sanitizer will be available where required Students and staff to wash their hands after outside activities, sporting activities/ PE, equipment to be wiped down by staff after each use, etc. Good ventilation wherever possible (whilst maintaining a comfortable temperature with additional clothing if possible) updated 30/11/2021 Indoor sport can happen but outdoor sport will be prioritised. Class staff to be provided with anti-bacterial wipes or spray to wipe down classroom surfaces. School cleaning regime is monitored/include frequent cleaning of frequently touched items (Door handles/doors/taps/table tops etc.) TWO NEW CLEANING STAFF APPOINTED 6/12/2021 Outbreak Management plan in place in case of an outbreak CONTACT EVERYDAY WITH HEALTH PROTECTION TEAM – DAY BY DAY ADVICE OVERRIDES PLANS Tracking of contacts to be made and evaluated on individual basis following advice from health protection team – added to whole school covid tracker A separate risk assessment will be created for educational trips. <ul style="list-style-type: none"> Changes made to classroom practice 1/12/2021 <ul style="list-style-type: none"> Where possible keep students within the same classroom setting to reduce mixing with other classes Where possible ensure students sit next to the same students in all classes In KS2 - arrange seating so that students are sitting in pairs, facing one direction only and sit next to the same student No other class mixing for example assembly times Restrict where possible all mixing between classes including at break times- designated areas returned Where possible restrict the affected classes to one toilet facility and increase cleaning throughout session 	4	3	=	12

				<ul style="list-style-type: none"> o Where possible create additional space between tables, ask students to sit in pairs and facing forwards; keep to the same seating arrangements. o Kids Club - Separate area within the hall with separate equipment for a Year/phase bubbles 					
Risk to staff / students via possible transfer or bodily fluids via students spitting / dribble	4	5	=	20	<ul style="list-style-type: none"> • Hand washing routines in place throughout the day, use of gloves as required to support 1:1 physical / tactile support where required • Risk assessment of students, as to level of known behaviours / use of strategies 	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"> Staff are aware of the importance of following national guidance, and to stay home and self-isolate if unwell with symptoms of COVID. Staff to follow the school guidance on reporting sickness due to suspected/confirmed COVID-19. Leadership updating as any national guidance changes. 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) 	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"> Staff member to be sent home immediately (travel home appropriately) and to organise a test. 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). 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. 	4	3	=	12
Increase traffic in and around school leading to increased interactions / large numbers	4	4	=	16	<ul style="list-style-type: none"> Events will always be planned following Gov guidance https://www.gov.uk/guidance/working-safely-during-covid-19/events-and-attractions Face coverings will be expected in communal areas from all staff and from visitors(UPDATED 28TH NOV 2021) Online meetings wherever possible – reduce the number of external visitors in school Sessions such as share will not happen in the Autumn Term Any events will be cancelled in line with Outbreak Management Separate risk assessment for each educational activity will be carried out Guidance will be shared in advance and on arrival 	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.
- Changes since last plan highlighted in yellow