

Risk Assessment for return to school, all year groups, Summer Term 2021 for KS2

REV 19.04.2021

This Risk Assessment must be read in conjunction with: -

- Risk assessment for return to school, all year groups, Summer Term 2021 for KS1.
- Risk Assessment for return to school, all year groups, Summer Term 2021 for Staff
- Risk Assessment for return to school Summer Term 2021 for Office Staff

Location / Site	Insert location and site where activity taking place
SPINFIELD PRIMARY SCHOOL	
Activity / Procedure	Insert name/type of activity or procedure being assessed
Risk Assessment for return of all pupils for the Spring term 2021.	
Assessment date	Insert date when assessment is being carried out
19/4/2021 – to be updated regularly.	
Assessment serial number	Insert local serial/identification number for future reference
1 of 1	

Identify people at risk	YES or NO
Employees	YES
Children	YES

Visitors	YES
Contractors	YES

Government guidance for school states:

“The safety of children and staff is our utmost priority.”

“The advice seeks to support staff working in schools, colleges and childcare settings, to deliver this approach in the safest way possible, focussing on measures they can put in place to help limit the risk of the virus spreading within education and childcare settings.”

“In education, childcare and social care settings, preventing the spread of the coronavirus involves dealing with direct transmissions (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces.) A range of approaches and actions should be employed to do this.”

Government guidance for parents concerning re-opening of school states:

“We have provided guidance and support to schools, colleges and childcare settings on implementing protective measures in education and childcare settings to help them **reduce the risk of transmission as more children and young people return.**”

“Whilst such changes are likely to look different in each setting, as they will depend upon individual circumstances, they are all designed to minimise risks to children, staff and their families.

Schools and colleges continue to be best placed to make decisions about how to support and educate their pupils during this period. This will include:

Consideration of the pupils’ mental health and well being

Early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years settings and schools, we are taking this into account. Schools should therefore work through the hierarchy of measures:

- Avoiding contact with anyone with symptoms
- Frequent hand cleaning and good respiratory hygiene practices
- Regular cleaning of settings
- Minimising contact and mixing

It is still important to reduce contact between people as much as possible, so children, young people and staff where possible, should remain in their class group and that class group

should stay away from other people and groups. While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk.

If any member of staff or pupils are in contact with anyone with the coronavirus the NHS guidelines on the link below must be followed: -

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/>

This Risk Assessment is in line with the Government guidance for the full opening of schools. The

Risk Assessment contains a number of extracts from this guidance and they are highlighted in **red**. This can be found on the link below: -

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Pupils of compulsory school age must be in school unless a statutory reason applies (for example a pupil has been granted leave of absence, is unable to attend because of sickness, is absent for necessary religious observance et cetera

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards			
1. Lack of social distancing in the classroom resulting in direct transmission of the virus				
Existing level of risk	Consider current level of risk			
HIGH	MEDIUM	LOW	NEGLIGIBLE	
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls			
These control measures are to encourage space between children where possible.				
<div>1. Children keep to their desks when in the room, , stationary packs will be kept on desks, trays in storage units. Items can be stored in trays</div> <div>1. Remind children about the social distancing charter created on the first day in school for and with the children (Include instructions how to line up, use of toilet, moving around the classroom etc)</div> <div>2. Charter re-visited and modelled many times a day and linked to school behaviour system – lots of praise for adherence and sanctions for non-compliance</div> <div>3. Lessons planned for individual work (possible paired work but not group work)</div> <div>4. Feedback – using interactive whiteboard not close interaction</div> <div>5. Mark out an area for the teacher – 2m distancing at front of room 7. Where desks are used, they should be spaced as far apart as possible</div> <div>8. Desks and equipment will be cleaned on a daily basis</div> <div>9. Children to use the same desk every day, children are able to sit next to each other</div> <div>10. Bags, (where essential) and coats kept on the back of chair or under children’s tables. Lunchboxes to be kept on racks outside of the classroom</div> <div>11. Children will work in their class group with desks facing the front and pupils will be encouraged to keep their distance from others as recommended in the Government Guidelines</div> <div>12. Teachers if possible, should teach from the front of the class to avoid close contact with the children</div> <div>13. Staff allowed to stay at adult height – no requirement for getting to child level for interactions</div>				

14. On PE days pupils to come into school in their PE kit			
15. Teachers will remain with the same group of children, where possible			
16. Children time tabled to be outside frequently			
17. Plastic screens are available for teachers to use if close contact with pupils is required			
Remaining level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
2. Lack of social distancing using toilets and poor hygiene resulting in direct and indirect transmission of the virus			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
These control measures are to encourage space between children where possible.			
<div><div>1. Adults to accompany children to the toilet, verbally checking occupation, wait for child to exit toilet before another entering</div><div>2. External toilet doors to be propped open</div><div>3. Scheduled toilet visits during the school day for each group of children</div><div>4. Allocated toilets for different groups of children, where possible</div><div>5. Hand gel used before and after toilet use as well as washing hands with the “happy birthday” discipline</div><div>6. Extra signs in toilet re washing hands</div><div>7. Wedges for the toilet external toilet doors if not fire doors</div><div>8. Extra soap ordered to ensure we do not run out</div><div>9. Scheduled toilet cleaning times during each day</div></div>			
Remaining level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
3. Lack of social distancing waiting to enter classrooms in morning resulting in direct transmission of the virus			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		

These control measures are to encourage space between children where possible.

1. A queuing system and a process for staff in place to greet each child, ensure they wash and or sanitise their hands immediately on arrival, and then go straight to their classroom.
2. Markers in the carpark to show 2 metres apart and outside the classrooms so that children wait to enter their pod.
3. Allocated gate for children to arrive and leave from.
1. DfE Guidance February 2021: In primary schools, we recommend that face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering.
4. Instructions shared re social distancing between families prior to arriving in school.
5. Signage for parents and children displayed.
6. HT or another member of SLT to be on duty to supervise.
7. Staggered start and end times between family groups by a short period of time to reduce volume at entrance.

Remaining level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
4. Lack of social distancing during playtimes and lunchtimes resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>These control measures are to encourage space between children where possible.</p> <ol style="list-style-type: none"> 1. Breaks staggered to minimise the number of pupils in the playground at any time. 2. Reduced playtime equipment and equipment allocated to each class bubble 3. Equipment in use cleaned frequently 4. Games discussed which encourage social distancing – football passing, catch etc 5. Staff supervision throughout – actively encouraging and insisting on social distancing 			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
5. Lack of social distancing when eating lunch resulting in direct transmission of the virus				
Existing level of risk		Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE	
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
<p>These control measures are to encourage space between children where possible.</p> <p>1. Children do not mix with children from other classes. Children will eat lunch in the classroom that they are working, if having lunch provided by school meal company this will be delivered to the classroom</p> <p>2. Children will have allocated time to go outside. . Midday supervisors will be with one class inside and outside</p> <p>3. First aid procedures: midday supervisors to have a walkie-talkie, walkie talkie in staff room so that MDS can communicate with adult in charge of group re first aid. Adult in charge of group will administer first aid wearing PPE</p> <p>4. Each group of children will have their own playground equipment.</p> <p>5. Children will not play on apparatus.</p> <p>6. When lining up, children will be asked to stay 2 metres apart.</p>				
Remaining level of risk		Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE	

<u>Identify hazard</u>	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards		
6. Lack of social distancing in the corridors resulting in direct transmission of the virus			
Existing level of risk	Consider current level of risk		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Control measures</u>	List your control measures required to reduce risk – add appropriate detail about the type and location of controls		
These control measures are to encourage space between children where possible.			
<div>1. Children staying in their classroom and accessing outside from classroom door</div> <div>2. One child going to toilet at one time, where possible</div> <div>3. Staff use empty classrooms and alcoves to maximise the distance between each other, move staffroom to hub as there is more space for social distancing</div> <div>4. Agree instructions with children concerning going and returning to toilet</div> <div>5. When moving class around the school – 2 metres between children – one adult at back insisting the distance is maintained – regular practice of this in the first few days</div>			
Remaining level of risk	Consider level of risk following use of control measures		
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
7.Contact of shared resources resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<div>1. Children will have packs of stationary labelled with their name on, which will stay on their workstation</div> <div>2. Tubs of resources for individuals if needed – maths cubes etc</div> <div>3. Resources cleaned frequently and left to dry if not same person using them the next day</div> <div>4. Tables, door handles and other surfaces cleaned frequently</div> <div>5. Lessons planned so resources are individual and not shared – or on white board</div> <div>6. Resources on tables ready for lesson and not distributed within the lesson</div> <div>7. Plastic packets (zippy) bags used for individual resources</div> <div>8. Children encouraged to wash hands / use hand gel before lessons and after each lesson</div> <div>9. DfE guidance February 2021</div> <div>For individual and very frequently used equipment, such as pencils and pens, staff and pupils should have their own items.</div> <div>Classroom based resources, such as books and games, can be used and shared within the bubble. These should be cleaned regularly, along with all frequently touched surfaces.</div>			

Resources that are shared between classes or bubbles, such as sports, arts, and science equipment should be cleaned frequently. When sharing equipment between different bubbles, you should either:

- clean it before it is moved between bubbles
- allow them to be left unused for a period of 48 hours (72 hours for plastics)

Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources

10. Where parents are using external childcare providers or out of school extra- curricular activities for their children, you should also advise them to limit their use of multiple out-of-school settings providers, and to only use one out-of-school setting in addition to school as far as possible. Please check providers have put in place their own protective measures.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
8.Emotional distress of the children			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<ol style="list-style-type: none"> 1. Children to have class teacher and Teaching Assistant 2. Reduced curriculum to be delivered to support children's well-being – slowly increasing the cognitive load but putting mental health and well-being at the forefront every day 3. Recognising the different children will need different levels and types of support 4. Comfort given from a distance – at adult height and hand gel used after if needed 5. In the summer term the children's well-being will be improved by the reintroduction of after school clubs and Forest School carried out in class bubbles and AJD Sports will be taking after school football club in class bubbles. Both Forest School and AJD Sports have detailed Covid-19 Risk Assessments which have been assessed by the SLT and the Governors. 			
Remaining level of risk		Consider level of risk following use of control measures	

HIGH	MEDIUM	LOW	NEGLIGIBLE
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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
9.Emotional distress of the staff – including anxiety			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<div>1. Inclusion in risk assessment process – input into hazard identification and control measures.</div> <div>2. Sharing of support helplines</div> <div>3. At least one SLT member of staff on site every day for staff to share concerns with</div> <div>4. Risk assessments reviewed regularly Separate risk assessment for the office area</div>			
5. Designated “staff areas” areas for different groups of staff – maybe rota for same area if needed			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
10.Risk of spreading virus due to close contact with children – 1:1 and restraint resulting in direct transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
		<div>1. Seek expert guidance from special schools re support for children with behaviour difficulties – that might need restraint and display spitting, biting etc. Leading to individual risk assessments.</div> <div>2. Masks purchased if needed.</div> <div>3. Extra gloves ordered.</div> <div>4. Some visors also ordered if needed</div> <div>5. Reduced timetable / exclusion / inclusion considered if necessary if children are acting in a way staff are put at risk.</div> <div>Please note the Government guidance states “Wearing face coverings or face masks is not recommended”.</div>	
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard	Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards			
11.Risk of spreading virus due to poor hygiene resulting in indirect transmission of the virus				
Existing level of risk	Consider current level of risk			
HIGH	MEDIUM	LOW	NEGLIGIBLE	
Control measures	List your control measures required to reduce risk – add appropriate detail about the type and location of controls			
<div>1. Hand gel dispenser available</div> <div>2. Hand gel ordered in large quantities, monitor stock</div> <div>3. Children to use handwash or hand gel on entry to school, before break, after break, before lunch, after lunch, leaving school, using the toilet and any time they cough or sneeze</div> <div>4. Washing hands posters displayed in all washing areas</div> <div>5. Reminders how to wash hands properly – videos and posters</div> <div>6. Procedure agreed for children to wash hands so thorough hand washing is carried out for 20 seconds</div> <div>7. Good respiratory hygiene reinforced using the “catch it, bin it, kill it” approach.</div>				
Remaining level of risk	Consider level of risk following use of control measures			

HIGH	MEDIUM	LOW	NEGLIGIBLE
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<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
12.Risk of infection due to lack of cleaning resulting in indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<div>1. All surfaces, handles, toilets and shared equipment will be cleaned regularly.</div> <div>2. Gloves will be worn by all cleaning staff.</div> <div>3. Where needed, resources will be rotated and left to de-contaminate for 3 or 4 days after cleaning to reduce the risk of indirect transmission.</div> <div>4. Soft furnishings and soft / cloth toys will be removed from use in classrooms</div> <div>DfE Guidance February 2021:</div> <div><div>• For individual and very frequentlyused equipment, such as pencils and pens, staff and pupils should have their own items.</div><div>• Classroom based resources, such as books and games, can be used and shared within the bubble. These should be cleaned regularly, along with all frequently touched surfaces.</div><div>• Resources that are shared between classes or bubbles, such as sports, arts, and science equipment should be cleaned frequently. When sharing equipment between different bubbles, you should either:</div><div><div>• clean it before it is moved between bubbles</div><div>• allow them to be left unused for a period of 48 hours (72 hours for plastics)</div></div><div>• Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources</div></div>			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

<u>Identify hazard</u>		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards	
13.Risk of illness of vulnerable staff and family members through direct and indirect transmission of the virus			
Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>Staff who are clinically extremely vulnerable CEV staff are advised not to attend the workplace. Staff who are CEV will previously have received a letter from the NHS or their GP telling them this (no new letter is required), and there is guidance for everyone in this group. It provides advice on what additional measures individuals in this group can take.</p> <p>Employers should talk to their staff about how they will be supported, including to work from home. You should continue to pay CEV staff on their usual terms.</p> <p>Those living with someone who is CEV can still attend work where home-working is not possible and should ensure they maintain good prevention practice in the workplace and home settings.</p> <p>The shielding guidance is reviewed regularly. CEV individuals will be advised in advance of any extension or end date to inform them of changes or continuation of the guidance.</p> <p>CEV individuals (over 18) have been prioritised for vaccination in phase 1 before the general population and in line with the priority ordering set by the Joint Committee on Vaccination and Immunisation.</p> <p>Current DHSC guidance, informed by PHE, currently advises that CEV individuals should continue to shield even after they have been vaccinated. This may change as we get further data on the effects of vaccination.</p> <p>Staff who are clinically vulnerable CV staff can continue to attend school. While in school they must follow the system of controls to minimise the risks of transmission.</p> <p>Staff who live with those who are CV can attend the workplace but should ensure they maintain good prevention practice in the workplace and at home.</p> <p>Pregnancy</p> <p>You will need to follow the specific guidance for pregnant employees because pregnant women are considered CV. In some cases, pregnant women may also have other health conditions that mean they are considered CEV, where the advice for clinically extremely vulnerable staff will apply. COVID-</p>			

19 vaccination: a guide for women of childbearing age, pregnant or breastfeeding contains vaccination advice.

Your workplace risk assessment should already consider any risks to female employees of childbearing age and, in particular, risks to new and expectant mothers. If you are notified that an employee is pregnant, breastfeeding, or has given birth within the last 6 months, you should check the workplace risk assessment to see if any new risks have arisen. An assessment may help identify any additional action that needs to be taken to mitigate risks.

Any risks identified at that point, or later during the pregnancy, in the first 6 months after birth, or while the employee is still breastfeeding, must be included and managed as part of the general workplace risk assessment. You must take appropriate sensible action to reduce, remove or control the risks.

As part of your risk assessment, you should consider whether adapting duties and/or facilitating home working may be appropriate to mitigate risks.

You should be aware that pregnant women from 28 weeks' gestation, or with underlying health conditions at any point of gestation, may be at greater risk of severe illness if they catch coronavirus (COVID-19). This is also the case for pregnant women with underlying health conditions that place them at greater risk of severe illness if they catch coronavirus (COVID-19).

We recommend that schools follow the same principles for pregnant pupils, in line with their wider health and safety obligations.

Read more guidance and advice on coronavirus (COVID-19) and pregnancy from the Royal College of Gynaecologists. Staff who may otherwise be at increased risk from coronavirus (COVID-19) Current evidence shows that a range of factors mean that some people may be at comparatively increased risk from coronavirus (COVID-19). Those at particularly high risk from a range of underlying health conditions should now have been included in the CEV group and will be receiving a letter to confirm this.

For others who feel they may be at increased risk, where it is not possible to work from home, these staff can attend school as long as the system of controls set out in this guidance are in place. You should continue with an equitable approach to risk management for your workforce, recognising that staff may have a variety of baseline risks. Work continues to build our understanding of what these baseline factors are and the increased risks they pose.

There is further information available on who is at higher risk from coronavirus.

Staff who live with those who may have comparatively increased risk from coronavirus (COVID-19) can attend the workplace where it is not possible to work from home.

Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE

Identify hazard		Record the hazard that could cause harm or injury – add appropriate detail about the type and location of hazards
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14. Risk of illness of vulnerable children and family members through direct and indirect transmission of the virus

Existing level of risk		Consider current level of risk	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<u>Control measures</u>		List your control measures required to reduce risk – add appropriate detail about the type and location of controls	
<p>DfE Guidance – February 2021:</p> <p>It is likely that some pupils, parents and households may be reluctant or anxious about attending school. This may include pupils who:</p> <ul style="list-style-type: none"> • have themselves been shielding previously but have been advised they no longer need to shield • live in a household where someone is clinically vulnerable (CV) or CEV (including young carers) • are concerned about the possible increased risks from coronavirus (COVID19) such as those who have certain conditions such as obesity and diabetes <p>Discuss any concerns with parents and provide reassurance on the measures you are putting in place to reduce any risks.</p> <p>Remind parents that pupils of compulsory school age must be in school unless a statutory reason applies.</p> <p>Advice for schools and local authorities to support them to improve school attendance is available.</p>			
Remaining level of risk		Consider level of risk following use of control measures	
HIGH	MEDIUM	LOW	NEGLIGIBLE
<p align="center">This Risk Assessment has been shared with by the Full Governing Board April 2021</p>			