

Risk Assessment for Re-opening of schools to ALL pupils September 2020– Covid 19 Protective Measures

This Risk Assessment is to be read alongside TDAT RA

This Risk Assessment (RA) relates to both Lewannick Primary School (LPS) PL15 7QY and Boyton Primary School (BPS) PL15 9RJ

Person Completing RA – Antony Fugill

Review Period: Monthly alongside monthly review of TDAT RA

Hazard	Who Could Be Harmed? How?	Existing Controls
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<p>Covid – 19</p> <p>Contraction of</p> <p>Infection Transmission</p> <p>Reducing risk of infection</p>	<p>LPS: 60 pupils and 12 staff.</p> <p>BPS: 30 pupils and 10 staff.</p> <p>How?</p> <p>Through contracting Covid-19</p>	<p>Adequate supervision levels. Staff levels checked each day by Executive Head and Assistant Head at each school. Contingency plan in place if staff ratios drop below set levels.</p> <p>Appropriate First Aid Provided (including paediatric first aid) Disposable gloves etc available – At both schools, each ‘bubble’ has a qualified paediatric first aider and first aid kits available in each room.</p> <p>Children to wash their hands on arrival, before and after eating and after sneezing or coughing.</p> <p>In both schools a clear hand washing procedure and policy with expectations is written and in teacher and TA pack. Children at both schools to wash hands at least 6+ times a day minimum.</p> <p>Bubble of MAX 30 children, 1 Teacher, 1 TA Only mix in a small, consistent group, and that small group stays away from other people & groups.</p> <p>At BPS, no bubble will exceed 29 due to low numbers.</p> <p>At LPS only one bubble could potentially be 30, all other bubbles less than 30 at full return rate.</p> <p>Cross-contamination- Clean surfaces the children & staff are touching. Items to be cleaned more regularly are high touch areas ie toys, books, chairs, desk, doors, sink toilets, light switches and handrails.</p> <p>At both BPS and LPS, children will be provided with own stationery and a checklist of frequently cleaned areas created. Laminated tick sheets in all bubbles, to ensure high contact areas cleaned as necessary.</p> <p>Desks spaced as far apart as possible.30 children per class. Both schools are applying this control measure.</p> <p>Disposal of potentially contaminated waste. Bin liners double-bagged and stored for disposal. Specific bins at both schools identified for this purpose. Cleaning staff fully</p>
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		<p>aware of procedures around this.</p> <p>Doors wedged open during the day. Doors wedged open to limit touching and aid ventilation during the day. Wedges removed and fire doors closed as part of the lock-up procedures.</p> <p>Start of day procedures for all bubble staff have been written for both schools and ventilating the room is the first thing staff at both schools are expected to do on arrival.</p> <p>Fire Drills Undertaken Regular fire drills to include first day children return to school. Fire drill and evacuation procedures have been re-written at both schools in light of social distancing requirements and infection control measures. These will be practised at both schools during week beginning 1.6.20 and regularly thereafter.</p> <p>Home Working Non-front-line staff to work from home wherever possible. If numbers are low on specific days, surplus staff will be sent home from both schools as a control measure.</p> <p>Infection protection- Good respiratory hygiene. Ensure children demonstrate good respiratory hygiene- promote the message 'catch it, bin it, kill it. Written within both schools expectation sheets and is part of a daily morning 'briefing' for the children along with handwashing and all health and safety infection control matters at an age appropriate level.</p> <p>No access to adventure play equipment. Equipment taped off to prevent access. Both schools have taped off necessary areas.</p> <p>No overcrowding of toilets Limit the number of children who use the toilet facilities at one time.</p> <p>Children at both schools will be required to wash their hands again on returning to classroom to ensure that good hand hygiene expectations are being followed and maintained.</p>
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Operating Procedures - Boyton

- 1/ Communicating plans to everyone.
- 2/ Parents not to gather at entrance gates or enter the school (unless they have an appointment & only one parent should attend)
- 3/ Class / bubble size of no more than 15 children, 1 teacher & 1 teaching assistant.
- 4/ Teachers to develop lesson plans / activities so where possible, only mix in your small consistent group & stay away from other people and groups. ie accessing rooms directly from outside, classroom activities could take place outdoors.
- 5/ PPE- Wearing a face covering or face mask in school is Not recommended, however if a child is unwell with Covid-19 symptoms, PPE should be worn by staff caring for the child while they await collection, if a distance of 2 meters cannot be maintained.
- 6/ Medical Area- Identify a location / room for child showing Covid symptoms (Boyton – Intervention Room)
- 7/ Cleaning- Frequent cleaning of objects & surfaces that are touched regularly.
- 8/ Open windows & doors frequently to encourage ventilation.
- 9/ Boyton- Classroom/bubbles: Nursery & Reception- Butterflies Class, Year 1 and Key Workers – Class 1, Year 6 – Class 2
- 10/ Avoid overcrowding / bottleneck areas- only Secretary to access photocopier during working day, staff to stagger breaks and be mindful of narrow corridors into hall, parents to be encouraged to move on quickly and not gather outside the gates etc.

Operating Procedures - Lewannick

- 1/ Communicating plans to everyone.
- 2/ Parents not to gather at entrance gates or enter the school (unless they have an appointment & only one parent should attend)
- 3/ Class / bubble size of no more than 15 children, 1 teacher & 1 teaching assistant.
- 4/ Teachers to develop lesson plans / activities so where possible, only mix in your small consistent group & stay away from other people and groups. ie accessing rooms directly from outside, classroom activities could take place outdoors.
- 5/ PPE- Wearing a face covering or face mask in school is Not recommended, however if a child is unwell with Covid-19 symptoms, PPE should be worn by staff caring for the child while they await collection, if a distance of 2 meters cannot be maintained.
- 6/ Medical Area- Identify a location / room for child showing Covid symptoms (Lewannick – Lego Room)
- 7/ Cleaning- Frequent cleaning of objects & surfaces that are touched regularly.
- 8/ Open windows & doors frequently to encourage ventilation.
- 9/ Lewannick- Classroom/bubbles: Nursery & Reception- Fox Class 1&2, Year 1 – Owls Class, Key Worker Children – Kestrels Class, Year 6 – Otters Class
- 10/ Avoid overcrowding / bottleneck areas- only Secretary to access photocopier during working day, staff to stagger breaks and be mindful of narrow corridor spaces, parents to be encouraged to move on quickly and not gather outside the gates etc.

Employee(s)/Worker(s) acknowledgement - The signs below acknowledge receipt of this risk assessment and confirm that they have read and understood the requirements of the risk assessment

Employee Name	Signature	Date
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