

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Updated following government guidance issued 21/02/2021 [Schools coronavirus \(COVID-19\) operational guidance \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/90211/schools-coronavirus-operational-guidance.pdf)

All schools should consider the additional risks and control measures to enable a return to full capacity from 8th March 2021



Name of School/setting: BIRCH HILL PRIMARY SCHOOL

Assessment conducted by:	Job Title: SLT and Site Controller	Signature:	01/03/21
Signed off by: Michael Dillon	Job Title: Headteacher	Signature: <i>Michael Dillon</i>	Date:

Likelihood of Occurrence	High (probable)	MEDIUM	HIGH	HIGH
	Medium (possible)	LOW	MEDIUM	HIGH
	Low (remote)	LOW	LOW	MEDIUM
Risk Assessment Matrix		Minor (causes physical or emotional discomfort)	Severe (causes physical injury, or illness requiring first aid)	Major (causes major physical injury, harm or ill-health)
		Likely Impact		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



The Risk Assessment Matrix is used to assess risks before and after control measures are applied. The objective is to remove all HIGH risks and to reduce all other risks to an acceptable level.

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Situational Awareness	LOW	<ul style="list-style-type: none"> Daily monitoring of advice and guidance on Covid https://www.gov.uk/coronavirus https://www.gov.uk/coronavirus/education-and-childcare Daily review of general Covid situation in school MD/SLT Regular liaison with LA/PHAB /Cluster <p>Summary of Government Guidance (21-Feb):</p> <p>From 8 March, all pupils should attend school. Secondary pupils will be offered testing from 8 March.</p> <p>The guidance explains the actions school leaders should take to minimise the risk of transmission of coronavirus (COVID-19) in their school. This includes public health advice, endorsed by Public Health England (PHE).</p> <p>Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their</p>	Yes – emails to secretary @ circulated daily	<p>SLT</p> <p>Emails Forwarded to all staff</p> <p>Shared with staff at weekly briefing</p> <p>And noticeboards</p>	Daily/As guidance comes in	<u>Yes</u>

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<p>health and safety risk assessments and plans that address the risks identified using the system of controls. These are adapted form of the system of protective measures that will be familiar from the summer term.</p> <p>Essential measures include:</p> <ul style="list-style-type: none"> • a requirement that people who are ill stay at home • robust hand and respiratory hygiene • enhanced cleaning and ventilation arrangements • The wearing of appropriate PPE where necessary • Promotion and engagement in asymptomatic testing • active engagement with NHS Test and Trace • formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise the potential for contamination so far as is reasonably practicable <p>How contacts are reduced will depend on the school's circumstances and will (as much as possible)include:</p> <ul style="list-style-type: none"> • grouping children together • avoiding contact between groups • arranging classrooms with forward facing desks • staff maintaining distance from pupils and other staff as much as possible • 				
Prevention		<p>Action on Displaying Symptoms NHS Test and Trace: how it works - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> ○ 	<p><u>SLT</u> <u>/TA/Admi</u> <u>n</u></p>	<p><u>Immediat</u> <u>ely</u></p>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
<p>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</p>		<ul style="list-style-type: none"> ○ Anyone who has tested positive in the last 10 days will be sent home <p>If anyone in school becomes unwell with a new and persistent cough or a high temperature, or has a loss of or change in, their normal sense of taste or smell (anosmia), they will be sent home</p> <ul style="list-style-type: none"> ○ Anyone developing those symptoms will be sent home and advised to arrange to have a test to see if they have coronavirus (COVID-19) and advised to follow Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk) ○ Self Isolation At Home <ul style="list-style-type: none"> ○ They must self-isolate for at least 10 days and arrange to have a test Coronavirus (COVID-19): getting tested - GOV.UK (www.gov.uk) ○ <p>Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first tested positive</p> <p>Isolation In School</p> <ul style="list-style-type: none"> ○ Pupils displaying symptoms in school are isolated (Y2 TA Area, Cookery Room, front medical room) <ul style="list-style-type: none"> ○ High temperature (we will take the child's temperature) ○ Monitor persistent cough ○ Parents/carers are contacted immediately ○ Pupils awaiting collection are isolated at least 2m away from others (may wear PPE if needed) <ul style="list-style-type: none"> ○ There will be appropriate staff supervision while waiting with a window open for ventilation ○ They use separate toilets which must be cleaned and disinfected using standard cleaning products before being used by anyone else. (use the toilets in the front foyer) 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ PPE must be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). Safe working in education, childcare and children's social care settings, including the use of personal protective equipment (PPE) - GOV.UK (www.gov.uk) ○ <ul style="list-style-type: none"> ○ Staff who have provided close contact care to someone with symptoms, even while wearing PPE, and all other members of staff or pupils who have been in close contact with that person with symptoms, even if wearing a face covering, do not need to go home to self-isolate unless: <ul style="list-style-type: none"> ▪ the symptomatic person subsequently tests positive ▪ they develop symptoms themselves (in which case, they should arrange to have a test) ▪ the symptomatic person subsequently tests positive ▪ they are requested to do so by NHS Test and Trace or the PHE advice service (or PHE local health protection team if escalated) ○ Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. <p>The area around the person with symptoms will be cleaned after they have left to reduce the risk of passing the infection on to other people. COVID-19: cleaning of non-healthcare settings guidance</p> <ul style="list-style-type: none"> ○ Testing Is Required arrange to have a test ○ When an individual is displaying symptoms ○ After being in contact with someone displaying symptoms ○ If requested to do so by NHS Test and Trace 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Twice weekly LFT tests for ALL Primary school staff, Secondary School Pupils and staff Emergency Services <ul style="list-style-type: none"> ○ call 999 if someone is seriously ill or injured or their life is at risk. Anyone with coronavirus (COVID-19) symptoms should be advised not visit the GP, pharmacy, urgent care centre or a hospital but rather to call NHS 111 if they require medical help https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#effective-infection-protection-and-control ○ Minimise visitors – if there need to come in all visitor must sign in and out and leave contact details 				
Prevention 2) Where recommended, the use of face coverings in schools.	<u>Low</u>	<p>Use of Face Coverings in School Safe working in education, childcare and children's social care - GOV.UK (www.gov.uk) Face coverings in education - GOV.UK (www.gov.uk)</p> <p>PRIMARY</p> <ul style="list-style-type: none"> ○ Adults - Face coverings can be worn by staff in classrooms (masks or visors) ○ Face coverings WILL NOT be worn by pupils ○ Adults - Face coverings WILL be worn by adult staff and visitors in the reception area, corridors and communal areas where social distancing is not possible ○ Face coverings will be worn by staff and parents at pick up and drop off. <p>Exemptions</p>	<p><u>Stock monitoring (SBM/Car etaker)</u></p> <p><u>All staff responsibility for helping children wash</u></p>	<p><u>Stock – as an d when needed</u></p>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
3.. Clean hands thoroughly more often than usual		<ul style="list-style-type: none"> ○ The school will be sensitive to the needs of individuals who are exempt from wearing face coverings, including those who: <ul style="list-style-type: none"> ○ Cannot put on, wear or remove a face covering because of a physical or mental illness or impairment or disability ○ Need to speak to or provide assistance to someone who relies on lip reading, clear sound or facial expression to communicate <p>Access to Face Coverings</p> <ul style="list-style-type: none"> ○ Adults are expected to provide their own face coverings due to their increasing use in wider society ○ However the school will maintain a contingency supply of face coverings for use as and when required ○ No one will be excluded from education on the grounds that they are not wearing a face covering ○ <p>Safe Wearing and Removal of Face Coverings</p> <ul style="list-style-type: none"> ○ The school has clearly communicated a prescribed process to staff for: <ul style="list-style-type: none"> ○ when face coverings are worn at school in certain circumstances ○ how to remove face coverings when arriving at school ○ cleaning of hands before and after touching face coverings ○ safe storage of them in individual, sealable plastic bags between use ○ face coverings to be carefully replaced if they become damp ○ not touching the front of face coverings during use or during removal ○ disposing of temporary face coverings into 'black bag' waste bins or ○ placing reusable face coverings in a plastic bag they can take home 	<u>their hands</u>			

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ washing of hands after handling face coverings ○ Sufficient soap and water or hand sanitiser is provided (SBM/Caretaker to monitor stock and order more when needed) ○ Hand washing stations have been designated/provided <ul style="list-style-type: none"> ○ Internal – classroom and staffrooms and toilets ○ External –installing wall mounted hand sanitiser units ○ Pupils are instructed to wash their hands regularly, including <ul style="list-style-type: none"> ○ On arrival ○ On return from breaks ○ When they change rooms ○ Before and after eating ○ Frequency of hand washing is appropriate for the pupils and staff ○ Particular arrangements for SEN pupils are in place ○ Use of sanitiser by young pupils is supervised to mitigate ingestion risk ○ Small children and pupils with complex needs are helped to clean their hands properly ○ Hand washing regime is built into the school protocols, supported by behaviour expectations and helping ensure younger children and those with complex needs understand the need to follow them <p>Minimise 'traffic' to the front office – have a table and 'drop-off' and collection boxes outside.</p> <p>All parents who are collecting and dropping children to stay outside.</p> <p>All visitors to have temperature checks and ensure they wear face coverings and scan in on NHS Track and Trace app</p>				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Prevention 4. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach		https://www.england.nhs.uk/south/wp-content/uploads/sites/6/2017/09/catch-bin-kill.pdf <ul style="list-style-type: none"> ○ Sufficient supplies of tissues are available ○ Sufficient lidded bins are in place ○ Double bagging and careful disposal of contents of waste bins ○ Pupils instructed, encouraged and supported to follow this routine ○ Small children and pupils with complex needs continue to be helped to follow this routine 	<u>SBM/Car etaker</u>	<u>Immediately</u>	<u>Low</u>	<u>Yes</u>
Prevention 5.. Introduce enhanced cleaning, including cleaning frequently touched surfaces often using standard products, such as detergents and bleach		COVID-19: cleaning non-healthcare settings guidance. <ul style="list-style-type: none"> ○ Cleaning staff available during the day to support communal areas (LM and SS) <ul style="list-style-type: none"> ○ LM/SS clean between 10:30 – 12:00 ○ More frequent cleaning of rooms / shared areas ○ Frequently touched surfaces being cleaned more often ○ Detailed attention to rooms occupied by the pupils and staff ○ Additional classroom cleaning at lunchtimes (by TAs) ○ Touch points including door handles & light switches ○ Additional toilet cleans e.g. at mid-morning and/or after lunch <ul style="list-style-type: none"> ○ During the day – same toilets ○ Lunch /Break – <ul style="list-style-type: none"> ▪ Minimise use (go to the toilet before going out) ▪ If needed, use year groups toilets ○ Separate cleaning cloths and equipment in each classroom ○ Review the regime regularly as numbers increase in schools ○ Sufficient supplies of cleaning materials are available 	<u>SBM/Car etaker</u> <u>All staff responsible for cleaning.</u> <u>Class protocols to confirm</u>	<u>Immediately</u>	<u>Low</u>	<u>Yes</u>

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
	High	<ul style="list-style-type: none"> ○ Cleanliness monitored daily to required standards ○ Bins for tissues are emptied throughout the day ○ Timetabling of spaces allows access for cleaning ○ Different groups do not need to be allocated their own toilet blocks, but toilets will need to be cleaned regularly and pupils must be encouraged to clean their hands thoroughly after using the toilet 	<u>arrangements</u>			
<p>Prevention</p> <p>6.. Minimise contact between individuals and maintain social distancing wherever possible</p>	Medium	<p>https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</p> <p>safe working in education, childcare and children's social care</p> <p>Primary</p> <ul style="list-style-type: none"> ○ Organisation <ul style="list-style-type: none"> ○ Primary- will be grouped into year groups 'bubbles', including playing outside at break/lunchtime and using toilets ○ Where possible, we aim to keep each bubble to a maximum of 15 children ○ At this time, children in EYFS will be kept together (Nursery and Reception). We will keep this under review and SLT will monitor demand for KW/V places and may decide to split the children back into 2 bubble separate bubbles <p>Staff</p> <ul style="list-style-type: none"> ○ All teachers and other staff can operate across different classes and year groups ○ School will always try to minimise the number of staff on site and encourage staff to leave the site as quickly as possible ○ When on site, we will try to minimise staff crossing different bubbles (some staff – SEND/Admin/Catering / Cleaning / SLT staff – will need to cross bubbles ○ Staff will observe social distancing, ideally 2m where possible, when moving around the school 	<u>Expectations are currently communicated. Need to be clarified again for September</u>			

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Supply teachers, peripatetic teachers and other temporary staff will minimise contact and maintain as much distance as possible from other staff. ○ No “informal” staff conversations will occur in corridors or other shared/communal spaces. ○ Any discussions that are necessary will be held in an appropriate designated rooms that can hold the relevant number of individuals with appropriate social distancing. ○ ○ Start/Finish times <ul style="list-style-type: none"> ○ Gate open at 8:30 & 3:15 (for approx. 30mins) ○ Parents encouraged to use who stagger time ○ Social Distancing Regime <ul style="list-style-type: none"> ○ Is communicated to staff, parents, pupils and visitors ○ Pupils will be repeatedly reminded to observe social distancing ○ Social distancing is monitored and enforced by all staff ○ Classrooms and Teaching Spaces <ul style="list-style-type: none"> ○ Staff and pupils will maintain ideally 2m distance from each other where possible ○ When working in close proximity to younger children staff will avoid close face to face contact an minimise time spent within 1m ○ Pupils sit side by side facing forwards (not face to face) – apart from EYFS and Y1 ○ Unnecessary furniture has been removed to make more space ○ Where required, adaptations to classrooms for social distancing have been made ○ Pupils are required and supported to maintain distance and not touch staff or their peers where possible. 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Staff will not congregate together in classrooms unless this is strictly necessary for operational/teaching. ○ ○ Remind staff to keep Social Distance rules ○ Signs to be used to remind parents of rules ○ Shared Spaces <ul style="list-style-type: none"> ○ Collective assemblies will not take place with more than one Group ○ ○ Timetabled use of shared spaces, such as corridors, playgrounds, entrances and exits, dining halls, and toilets, and specialist areas ○ Delayed start/finish and break times in place for shared areas ○ All lunches in classrooms <ul style="list-style-type: none"> ▪ Reduced lunch menu ○ Arrangements for the use of toilets are in place <ul style="list-style-type: none"> ▪ Everyone to use current toilets ○ Arrangements for assemblies are in place <ul style="list-style-type: none"> ▪ No whole school assemblies in the hall <ul style="list-style-type: none"> • All school assemblies via ZOOM/TEAMS ○ No “informal” staff conversations will occur in corridors or other shared/communal spaces. ○ Any discussions that are necessary will be held in an appropriate designated rooms that can hold the relevant number of individuals with appropriate social distancing. ○ Staff Areas 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Arrangements and signage are in place for how staff access and use of staff rooms and facilities, including how staff access tea/coffee making areas to minimise congregation and maintain social distancing <ul style="list-style-type: none"> ▪ Continue to use extra staff room (Modular) and toilets. These are 'allocated' to KS, - and have a max capacity (8 adults). ▪ Remind staff to keep Social Distance rules ○ Circulation <ul style="list-style-type: none"> ○ Circulations routes in place and signed to minimise contact <ul style="list-style-type: none"> ▪ Continue with one-way system for children, staff ▪ Continue with one-way system for parents ▪ Remind staff to keep to one-way system ○ Site safe entry/exit routes in place and signed <ul style="list-style-type: none"> • Bottom playground open and adults allocated Zones • One-way system set up • Train tracks and use painted points to show 1m distance ○ Building safe entry/exit routes in place and signed <ul style="list-style-type: none"> ▪ One-way system in place ▪ 'open' stagger drop off/collection ▪ Rotas for breaks /lunchtime to be established ○ Safe parking rules in place for staff and visitors <ul style="list-style-type: none"> ▪ Welcome area at bottom playground ▪ Part of the public Carpark closed at 8:25 and 3:15 ▪ Staff in hi-vis jackets and walk-talkie marshal back gate, carpark, bottom playground (and playground at the end of the day to manage flow) 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Staff rota in place ○ External <ul style="list-style-type: none"> ○ Arrangements are in place for drop off and pick up times ○ Communicate to parents to remind them not to arrive early and gather at the school gates ○ Enhanced supervision of children including during playtimes <ul style="list-style-type: none"> ▪ Share rota and TAs allocated ▪ Share draft break and lunch rota ○ Staff and pupils remain at a safe distance at lunchtime or during breaks ○ Outdoor playground equipment is not used unless it has been cleaned. <ul style="list-style-type: none"> ▪ Continue with arrangements and play equipment / can be used across the year group ○ Ice conditions <ul style="list-style-type: none"> ○ Purchasing new grit bin for lower playground and 2 spreaders and plan to grit in icy weather with SS and AW ○ Parents And Visitors <ul style="list-style-type: none"> ○ Coming onto the site without an appointment is not allowed <ul style="list-style-type: none"> ▪ Table outside the office/ drop-off & collection boxes ○ Parents are aware of process in place for drop-off and pick-up ○ Encourage meetings via phone call or ZOOM/TEAMS ○ Parents to come to the office – need to wear a face mask & to have temperature check and use NHS Track & Trace App ○ If meetings on site with parents/visitors - to take place at a safe distance ○ Site guidance is given to visitors including contractors <ul style="list-style-type: none"> ▪ Produce site guidance ○ Site visits optimised for outside of school hours 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Records kept of all visitors for track and trace ○ Special Needs and Young Children <ul style="list-style-type: none"> ○ Pupils are supported to maintain distance where possible ○ Specialist support staff for pupils with SEND is provided <ul style="list-style-type: none"> ▪ Specialist will continue to work with SEND children ▪ EP, Social Worker, ▪ In school – nurture and play therapists ○ Equipment & Resources <ul style="list-style-type: none"> ○ Staff and pupils have their own pens and pencils which are not shared ○ Shared resources within the group e.g. books are cleaned regularly ○ Resources shared by different groups e.g. science & sport equipment are cleaned frequently and meticulously after use or rotated for a period of 48 hours (72 hours for plastics) between use by different groups ○ Outdoor play equipment is in use but is cleaned frequently ○ Parents and pupils instructed to limit the amount of equipment they bring to school each day to essentials only ○ Pupils & teachers can take shared books home but un-necessary sharing is avoided ○ 				
Prevention 7.. Where necessary, wear		<p>safe working in education, childcare and children's social care</p> <p>https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settings-including-the-use-of-personal-protective-equipment-ppe#effective-infection-protection-and-control</p> <ul style="list-style-type: none"> ● PPE beyond what is normally needed for work is only needed in a very small number of cases, including: 	<u>SBM</u>	<u>INSET</u> <u>day Wed</u> <u>3rd Sept</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
<p>appropriate personal protective equipment (PPE)</p> <p>8. Always keep occupied spaces well ventilated</p>		<ul style="list-style-type: none"> ○ where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at school, and only then if a distance of 2 metres cannot be maintained ○ where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used • Sufficient suitable PPE is available in school <ul style="list-style-type: none"> ○ School currently has mask, visor, gloves, aprons ○ SBM to monitor and re-stock when needed • Staff are trained in the use & disposal of PPE if this becomes necessary <ul style="list-style-type: none"> ○ Training delivered on 3rd June and will be discussed again on INSET 2nd September and again in INSET 2nd Nov for any staff (EYFS) <p>Natural Ventilation</p> <ul style="list-style-type: none"> • Some windows are opened just enough to provide constant background ventilation • Windows are opened more fully during breaks to purge the air in the space • Internal doors (but not fire doors) may also be left open to create a throughput of air • External doors may also be used – weather and temperature permitting <p>Heating</p> <ul style="list-style-type: none"> • Will be used as necessary to ensure comfort levels are maintained, particularly in occupied spaces. <p>Parents/pupils will be encouraged to bring suitable warm clothes to school if necessary</p>				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
<p>Response to any infection</p> <p>9.. Engage with the NHS Test and Trace process</p>		<p>https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested</p> <ul style="list-style-type: none"> • The school will engage with the NHS Test and Trace process • Staff will be provided with home kits for twice weekly home testing • Staff with a positive test will need to self isolate and arrange a confirmatory PCR test • Staff will report their result to NHS Test and Trace as soon as the test is completed either online or by telephone as per the instructions in the home test kit. • Staff should also share their result, whether void, positive or negative, with the school to help with contact tracing. <p>Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection - GOV.UK (www.gov.uk)</p> <p>Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk)</p> <ul style="list-style-type: none"> • Staff and parents/carers are advised that they will need to be ready and willing to: <ul style="list-style-type: none"> ○ book a test if they or their child are displaying symptoms https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/ ○ not come into the school if they have symptoms ○ if they develop symptoms at school they will be sent home to self-isolate <ul style="list-style-type: none"> ▪ provide details of anyone they or their child have been in close contact with if they were to test positive for coronavirus ▪ or if asked by NHS Test and Trace ○ self-isolate if they have been in close contact with someone who tests positive for coronavirus, or if anyone in their household develops symptoms of coronavirus 	<u>On-going</u>	<u>SBM/Car etaker</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<p>Test Kits</p> <p>https://www.gov.uk/government/publications/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers/coronavirus-covid-19-home-test-kits-for-schools-and-fe-providers</p> <ul style="list-style-type: none"> The school has in place a limited supply of home test kits to be used in the exceptional circumstance that an individual (staff or pupil) becomes symptomatic and there may be barriers to them accessing testing elsewhere. Test kits will be given directly to eligible staff or parents/carers collecting a pupil who has developed symptoms at school It is understood however that having a test at a testing site will deliver the fastest results. <p>Coronavirus (COVID-19): test kits for schools and FE providers - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> . <p>Test Results</p> <ul style="list-style-type: none"> Parents and staff have been asked to inform the school immediately of the results of a test and follow this guidance: In the event of a negative test result for coronavirus <ul style="list-style-type: none"> They need should stay at home until they are recovered as usual from their illness but can safely return thereafter. 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ The only exception to return following a negative test result is where an individual is separately identified as a close contact of a confirmed case, when they will need to self-isolate for 10 days from the date of that contact. ● In the event of a positive test result for coronavirus <ul style="list-style-type: none"> ○ They should follow the guidance: https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance ○ They must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. T ○ The 10-day period starts from the day when they first became ill. ○ If after that date they still have a high temperature, they should continue to self-isolate until their temperature returns to normal. ○ Other members of their household should all self-isolate for the full 14 days. <p>NHS COVID-19 app</p> <ul style="list-style-type: none"> ● The school is displaying the app and its QR code in the main entrance for use by visitors , staff and pupils authorised to carry mobile phones ● The school uses booking in details where visitors may not have downloaded the app <p>Rapid testing on school staff in Primary schools</p> <ul style="list-style-type: none"> ● The school will follow the mass asymptomatic testing: primary schools guidance 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
<p>Response to any infection</p> <p>10. Manage confirmed cases of coronavirus (COVID-19) amongst the school and college community</p>		<p>https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/</p> <ul style="list-style-type: none"> • School will report anyone tested positive to the DfE, Health Protection team • Health Protection will report anyone n school tested positive to the school - as identified by NHS Test and Trace. • The Health Protection Team will: <ul style="list-style-type: none"> ○ Carry out a rapid risk assessment ○ Confirm who has been in close contact with an infected individual, including: <ul style="list-style-type: none"> ▪ Face to face contact including being coughed on < 1m ▪ Being within 1 metre for 1 minute or longer without face-to-face contact ▪ Sexual contact ▪ Proximity contact within 1-2m for more than 15minutes (either as a one-off contact, or added up together over one day) ▪ Travelling in a small vehicle or car ○ ○ Ensure they are asked to self-isolate ○ Guide the school through the actions they need to take • People who have been in close contact with the person who has tested positive, will be sent home, and advised to self-isolate for 10 days since they were last in close contact with that person when they were infectious. • Health Protection will provide definitive advice on who must be sent home. • The school will keep a proportionate records of pupils and staff in each group, and any close contact that takes places between groups (Teachers to keep an updated class seating plan) 	<u>On-going</u>	<u>SBM</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • The school will keep in contact with and provide pastoral and education support for individuals who are self-isolating who meet the Public Health definition of vulnerable • • Names of individuals with coronavirus will be kept confidential • Parents/carers and staff are asked to inform school immediately <ul style="list-style-type: none"> • School has set up covidtest@birchhillprimaryschool.co.uk for parents to record test results <ul style="list-style-type: none"> ○ Negative tests: if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating ○ Positive tests : they should follow the https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance • School written crib sheet for parents of what to do if sent home (testing and isolating info, informing school and access to Remote Learning) • School prepared template letters for positive result (Yellow sheet) • The school will use reasonable judgement in determining whether a pupil can attend 				
<p>Response to any infection</p> <p>11. Contain any outbreak by following local health protection team advice</p>		<ul style="list-style-type: none"> • An outbreak may have occurred if there are two confirmed cases of coronavirus in the school within 10 days or where there is an overall rise in sickness absence where coronavirus is suspected • In the event of an outbreak the school will follow the advice of DfE and Health Protection team who will be able to advise if additional action is required. • In consultation with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. 	<u>SLT/SBM</u>	<u>Immediately</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> Testing will first focus on the person's class, followed by their year group, then the whole setting if necessary, in line with routine public health outbreak control practice. 				
School Operations Transport		<ul style="list-style-type: none"> Families using public transport should refer to the safer travel guidance for passengers https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers Pupils on public transport advised to keep social distance of 2 metres from people outside their household or support bubble, or a 'one metre plus' approach where this is not possible For coaches and minibuses the school will consider: <ul style="list-style-type: none"> how pupils are grouped together on transport, i.e. in bubbles use of hand sanitiser upon boarding and/or disembarking additional cleaning of vehicles organised queuing and boarding where possible distancing within vehicles wherever possible the use of face coverings for children over the age of 11, where appropriate only 1 child currently coming to school via a taxi. Staff system in place and will liaise with School Transport and residential home 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
School Operations Attendance						
School Operations Workforce		<ul style="list-style-type: none"> • Staff not attending school will work from home where possible. <p>All Staff</p> <ul style="list-style-type: none"> • Have been informed of and are required to follow the guidance set out in this risk assessment including: <ul style="list-style-type: none"> ○ taking particular care to observe good hand and respiratory hygiene ○ minimising contact and maintaining social distancing - ideally 2 metres ○ where this is not possible avoid close face to face contact and minimise time spent within 1 metre of others. ○ continuing to take care to socially distance from other adults including older children and adolescents. <p>Staff who are clinically extremely vulnerable</p> <ul style="list-style-type: none"> • Following the extension to shielding, these staff have been advised they should not attend the workplace. • . 	<u>SBM</u>	<u>Consult with teachers before end of term</u> <u>RA ready for 3rd Sept</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • Staff who are identified as clinically extremely vulnerable have been advised to follow the published guidance. • The school will discuss with clinically extremely vulnerable staff how they will be supported, including to work from home • Those living with someone who is clinically extremely vulnerable can still attend work where home-working is not possible. <p>Staff who are Clinically Vulnerable</p> <ul style="list-style-type: none"> • Can continue to attend school Individual risk assessment carried out • While in school they have been advised to follow the measures in this document to minimise the risks of transmission, including: <ul style="list-style-type: none"> ○ observing good hand and respiratory hygiene, ○ minimising contact and maintaining social distancing ○ where distancing is not possible to avoid close face to face contact and ○ minimising time spent within 1 metre of others. <p>Non Face to Face Staff:</p> <ul style="list-style-type: none"> ○ Where some staff roles may be conducive to home working the school will consider what is feasible and appropriate 	<p><u>HT spoke to teachers and confined classes</u></p>			

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<p>Staff who are Pregnant: Staff and the school will follow the Coronavirus (COVID-19): advice for pregnant employees - GOV.UK (www.gov.uk)</p> <p>See also Coronavirus infection and pregnancy (rcog.org.uk)</p> <ul style="list-style-type: none"> Pregnant employees are considered clinically vulnerable. In some cases they are considered CEV. If they have received an NHS letter advice for CEV staff applies. An Individual risk assessment will be carried out for pregnant staff and this will be updated regularly, including at 28 weeks. <p>Staff who may Otherwise be at Increased Risk: For those who feel they may be at increased risk (and have not received a letter from the NHS to confirm they are CEV) can attend school as long as the system of controls in the risk assessment are in place</p> <p>Individual risk assessment carried out for these employees.</p> <p>Staff Living with a CEV, CV or person at increased risk from CV:</p> <p>Staff can attend work and should maintain good prevention practice in the workplace and home setting.</p> <ul style="list-style-type: none"> . 	<p><u>SENCO spoke to TAs 13th July</u></p>			

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<p>Health & Safety & Equalities</p> <ul style="list-style-type: none"> • Health & Safety and equality risks will continue to be assessed • First Aiders in school will follow the HSE guidance on first aid during coronavirus at https://www.hse.gov.uk/coronavirus/first-aid-and-medicals/first-aid-certificate-coronavirus.htm <p>Supporting Staff</p> <p>https://www.gov.uk/government/news/extra-mental-health-support-for-pupils-and-teachers</p> <p>https://www.gov.uk/government/publications/wellbeing-for-education-return-grant-s31-grant-determination-letter</p> <ul style="list-style-type: none"> • Staff will be supported by governors and senior leaders having regard work life balance and wellbeing <ul style="list-style-type: none"> ○ Staff will be given information that explains the measures that are in place and that staff are involved in the process <ul style="list-style-type: none"> ▪ Regular staff meeting /KS meeting ▪ HR advice and support ○ The school will continue to provide mechanisms to support staff wellbeing, including where staff may be anxious about returning guidance on extra mental health support available for pupils and teachers. 	<u>HD</u>	<u>Completed by end of term</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ The Education Support Partnership provides a free helpline for school staff and targeted support for mental health and wellbeing. <p>Staff Deployment</p> <p>https://www.gov.uk/guidance/school-workload-reduction-toolkit</p> <p>https://www.gov.uk/government/collections/case-studies-remote-education-practice-for-schools-during-coronavirus-covid-19</p> <ul style="list-style-type: none"> • Managers will discuss and agree any changes to staff roles: • Deploying support staff and accommodating visiting specialists https://educationendowmentfoundation.org.uk/tools/guidance-reports/making-best-use-of-teaching-assistants ○ The school will ensure that appropriate support staff are available for pupils with SEN <ul style="list-style-type: none"> ○ Support staff may be used to support catch-up provision or targeted interventions if appropriate ○ Teaching assistants may also be deployed to lead groups or cover lessons, under the direction and supervision of teacher • Where redeployments are necessary, safe ratios are met and training is undertaken <ul style="list-style-type: none"> ○ 	<p><u>SBM</u></p>			

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Any proposed changes in role or responsibility will be discussed and agreed with the member of staff ○ The Education Endowment Foundation (EEF) has published guidance to help settings make the best use of their teaching assistants. ○ Only support staff with appropriate checks will be allowed to engage in regulated activity. Keeping children safe in education. ● Recruitment <ul style="list-style-type: none"> ○ will continue as usual, operating remotely if appropriate ○ Interviewing can be done remotely(or in person if social distance rules can be followed) <p>https://teaching.blog.gov.uk/2020/05/29/recruiting-during-lockdown-how-we-did-it/</p> <p>https://teaching.blog.gov.uk/2020/06/12/attending-your-first-remote-interview/</p> ○ Legal requirements for pre-appointment checks will continue to be met <p>https://www.gov.uk/government/publications/keeping-children-safe-in-education--2</p> <p>https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers</p> ○ Early career materials have been made available by DfE <p>https://www.gov.uk/government/collections/early-career-framework-reforms</p> <p>Recruitment: Supply Teachers and Other Temporary or Peripatetic Teachers</p>				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<p>Deal for schools: hiring supply teachers and agency workers - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> • Will continue to be used as required • The school will seek to minimize the numbers of different individuals employed by utilizing longer assignments • Such staff will be expected to comply with the school's controls for managing Covid • • Teacher trainees may be employed if this is appropriate <p>Performance Management</p> <ul style="list-style-type: none"> • Appraisals and performance management will continue to be undertaken in accordance with staff contracts of employment • Staff will not be penalised in the appraisal process or in respect of pay progression as a result of restrictions to pupil attendance at school. <p>Staff taking leave involving foreign travel</p> <ul style="list-style-type: none"> • Staff will be made aware that the government has set a requirement for people returning from some countries to quarantine for 10 days on their return <ul style="list-style-type: none"> ○ SBM to keep abreast of updated advice from HR <p>https://www.gov.uk/government/publications/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk/coronavirus-covid-19-how-to-self-isolate-when-you-travel-to-the-uk</p>				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Staff will also be reminded there may be risk of return travel being disrupted by COVID-19). ○ Where staff are quarantined during term time, consideration will be given to allowing them to temporarily work from home. <ul style="list-style-type: none"> ● Volunteers will not be used at this time <ul style="list-style-type: none"> ○ <p>Staff Concerns</p> <ul style="list-style-type: none"> ● If staff are concerned, including those who may be clinically vulnerable, clinically extremely vulnerable or who believe they may be at possible increased risk from coronavirus, school leaders will discuss any concerns individuals may have around their particular circumstances and reassure staff about the protective measures in place. <ul style="list-style-type: none"> ○ 				
School Operations Safeguarding		<ul style="list-style-type: none"> ● Child Protection Policy has been reviewed by Designated Safeguarding Lead (DSL) to reflect the whole school return. https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers ● DSL and deputies are provided with more time, especially in the first few weeks of term, to help them provide additional support to staff and children and the handling of referrals to children social care and other agencies where these are appropriate <ul style="list-style-type: none"> ○ Also have FSA available 	<p>HT complete d</p>			

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • DSL will work with outside agencies to look for signs of harms • School nurses have been communicated with re their continued virtual support to pupils who have not been at school. 				
School Operations Catering		<ul style="list-style-type: none"> • The school kitchen will be fully open • Kitchen will comply with the guidance for food businesses on coronavirus (COVID-19). • Contact between catering staff, lunchtime supervisors and pupils is minimised • The school will continue to provide free school meal support for pupils who are eligible 	<u>SBM/Cook</u>			
School Operations Estate (Premises)		<p>https://www.cibse.org/coronavirus-covid-19/emerging-from-lockdown</p> <ul style="list-style-type: none"> • Teaching will be delivered on the existing school site/s • All rooms, including staff offices and staff rooms have a maximum capacity set and this is displayed on all entry doors. • Chairs and other furniture have been re-arranged to reflect social distancing and capacity • Non-essential visitors' chairs have been removed from offices and other spaces • Physical restrictions have been put in place for use of furniture in communal spaces including staff rooms and halls • Where appropriate classroom floors will be physically marked with social distancing for the teacher areas • • Need for any minor alterations has been reviewed • Usual pre-term building checks are undertaken 	<u>SBM/Caretaker</u>	<u>Now</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> Water hygiene regime is in place https://www.hse.gov.uk/coronavirus/legionella-risks-during-coronavirus-outbreak.htm Good ventilation is provided (for example, by opening windows). https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm 				
School Operations		https://www.gov.uk/government/publications/health-and-safety-on-educational-visits/health-and-safety-on-educational-visits <ul style="list-style-type: none"> Offsite visits are suspended until further notice 	SLT			
School Operations		<ul style="list-style-type: none"> Pupils attending school are required to wear their school uniforms Because increased ventilation may make school buildings cooler than usual over the winter months parents have been advised to provide sufficient suitable clothing in addition to the school uniform 				
School Uniform						
School Operations		<ul style="list-style-type: none"> Breakfast and after-school provision will be operating from 8th March Control measures will include keeping children within their year groups or bubbles where possible. If this is not possible then small, consistent groups will be used. As with physical activity during the school day, the system of controls will be followed. This will include the cleaning of equipment between groups 				
Extra-Curriculum Provision						

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • Parents will be advised to limit their out of school providers to one plus the school as far as possible Guidance for parents and carers of children attending out-of-school settings during the coronavirus (COVID-19) outbreak - GOV.UK (www.gov.uk) • No lettings at this time • • 				
Curriculum, Behaviour and Pastoral Support Early Years Foundation Stage to Key Stage 2		<ul style="list-style-type: none"> • Early years foundation stage: coronavirus disapplications - GOV.UK (www.gov.uk) • The school will prioritise the most important components for progression • Consideration of how all subjects can contribute to the filling of gaps in core knowledge, e.g. through an emphasis on reading. • For children in nursery, focus is on the prime areas of learning: <ul style="list-style-type: none"> ○ communication and language ○ personal, social and emotional development ○ physical development • For pupils in Reception, focus is on assessing and addressing <ul style="list-style-type: none"> ○ gaps in language ○ early reading ○ mathematics, ○ ensuring phonics knowledge ○ extending vocabulary. • Early years foundation stage (EYFS) disapplication guidance. https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2/early-years-foundation-stage-coronavirus-disapplications • For pupils in key stages 1 and 2 priorities are: <ul style="list-style-type: none"> ○ identifying gaps 	<u>SLT/Teachers</u>	<u>Meeting now and arrangements in place ready for Sept</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ re-establishing good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics) ○ identifying opportunities across the curriculum so they read widely, and developing their knowledge and vocabulary. ○ The curriculum to remain broad, so that the majority of pupils are taught a full range of subjects over the year 				
Curriculum, Behaviour and Pastoral Support - Music dance and drama		<ul style="list-style-type: none"> ● Singing, wind and brass instrument playing can be undertaken in line with https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts <p>Minimising Contact Between Individuals</p> <ul style="list-style-type: none"> ● The school will do everything possible to minimise contacts and mixing to reduce the number of contacts between pupils and students, and staff. ● This will be achieved through keeping groups separate (in bubbles) and through maintaining the social distance between individuals ● The balance between both measures will change depending on the age of pupils, the layout of the building, and the feasibility of keeping groups separate from each other while offering a broad curriculum. ● Staff will try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. 	<u>SLT/Teachers</u>	<u>Meeting now and arrangements in place ready for Sept</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • Reduction in group sizes may be employed to achieve social distancing during music, dance and drama lessons. • Background or accompanying music will be kept at levels which do not encourage teachers or other performers to raise their voices unduly, including where appropriate using microphones • Use of microphones will be in accordance with government guidelines on handling of equipment <p>Where there is singing, the following guidance will be followed: COVID-19: suggested principles of safer singing - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> • Singing, wind and brass playing should not take place in larger groups such as choirs and ensembles, or assemblies unless significant space, natural airflow and strict social distancing and mitigation can be maintained. • Face-to-face performances in front of a live audience will be conducted in accordance with DCMS performing arts guidance, implementing events in the lowest risk order as described. https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/performing-arts <p>Peripatetic Teachers</p> <p>Music Education Hubs Arts Council England</p> <ul style="list-style-type: none"> • May be engaged including from music education hubs 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • Peripatetic teachers are allowed to move between schools • They will be expected to comply with the school's own rules and arrangements for managing and minimising risk, including <ul style="list-style-type: none"> ○ Maintain distancing requirements with each group they teach ○ Avoid situations where distancing requirements are broken; for an example demonstrating partnering work in dancing. ○ Make efforts to reduce the number of groups taught and locations worked in, to reduce the number of contacts made. <p>Social distancing</p> <ul style="list-style-type: none"> • In the smaller groups where these activities can take place the school will observe strict social distancing between each singer and player, and between singers and players, and any other people such as conductors, other musicians, or accompanists • Current guidance is that if the activity is face-to-face and without mitigating actions, and that 2 metres is appropriate. <p>Seating positions</p> <ul style="list-style-type: none"> • Pupils will be positioned back-to-back or side-to-side when playing or singing (rather than face-to-face) whenever possible. • Wind and brass players will be positioned so that the air from their instrument does not blow into another player. 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<p>Microphones</p> <ul style="list-style-type: none"> • Microphones will be used where possible or encourage singing quietly. <p>Handling Equipment and Instruments</p> <ul style="list-style-type: none"> • Increased handwashing will be employed before and after handling equipment, especially if being used by more than one person. • Sharing of instruments and equipment will be avoided wherever possible. • Name labels will be placed on equipment to help identify the designated user, for example, percussionists' own sticks and mallets. • If instruments and equipment have to be shared, they will be disinfected regularly (including any packing cases, handles, props, chairs, microphones and music stands) and always between users, <p>Factories, plants and warehouses - Working safely during coronavirus (COVID-19) - Guidance - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> • Instruments will be cleaned by the pupils playing them, where possible. • Handling of music scores, parts and scripts will be limited to the individual using them. • The number of suppliers hiring instruments and equipment will also be limited 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • The School will agree whose responsibility cleaning hired instruments is with the suppliers before they arrive on site • Hire equipment, instruments or tools will also be cleaned on arrival and before first use and before return. • Equipment and instruments will be stored in a clean location if they are delivered before they are needed • Pick up and drop off collection points will be created where possible, rather than passing equipment such as props, scripts, scores and microphones hand-to-hand. <p>Individual Lessons and Performance In Groups</p> <ul style="list-style-type: none"> • Individual lessons in music, dance and drama can resume. • If this means teachers interacting with pupils from multiple groups, then particular care will be taken, in line with the measures set out above on peripatetic teachers. • In individual lessons for music, dance and drama, social distancing will be maintained wherever possible, and teachers will avoid providing physical correction. <p>Social Distancing</p>				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • Between pupil and teacher (current guidance is that if the activity is face-to-face and without mitigations, 2 metres is appropriate), accounting for ventilation of the space being used. • Pupil and teacher will be positioned side by side if possible. • 				
Curriculum, Behaviour and Pastoral Support Physical Activity		<p>https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation</p> <p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf</p> <p>https://www.youthsporttrust.org/coronavirus-support-schools</p> <ul style="list-style-type: none"> • PE and team sports may be undertaken • Approved team sports which are on the government’s guidance list: Coronavirus (COVID-19): guidance on the phased return of elite sport - GOV.UK (www.gov.uk) • Pupils are kept in consistent bubbles • Sports equipment cleaned after last ‘bubble /class use them • Outdoor sports are prioritised where possible • Indoor sports if undertaken will be carried out in large well-ventilated space • Maximising distancing between pupils • Paying scrupulous attention to cleaning and hygiene • External facilities can also be used in line with government guidance 	SLT/Teach hers AS	<u>Meeting now and arrangem ents in place ready for Sept</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Working with SSP/Matt Gamble and RA external coaches • Specific risk assessments will be applied to use of external coaches, clubs and organisations for curricular and extra-curricular activities • Physical activities will operate within wider school protective measures. • Competition between different schools will not take place until wider grassroots sport for under 18s is permitted. <p>https://www.sportengland.org/how-we-can-help/coronavirus</p> <p>https://www.afpe.org.uk/physical-education/wp-content/uploads/COVID-19-Interpreting-the-Government-Guidance-in-a-PESSPA-Context-FINAL.pdf</p> <p>https://www.youthsporttrust.org/coronavirus-support-schools</p> <p>https://www.swimming.org/swimengland/pool-return-guidance-documents/</p> <p>Coronavirus (COVID-19): grassroots sports guidance for the public and sport providers - GOV.UK (www.gov.uk)</p>				
Curriculum, Behaviour and Pastoral Support		<p>https://educationendowmentfoundation.org.uk/covid-19-resources/covid-19-support-guide-for-schools/</p> <p>https://www.gov.uk/guidance/coronavirus-covid-19-catch-up-premium</p> <ul style="list-style-type: none"> • Individual pupil needs will be assessed in respect of <ul style="list-style-type: none"> ○ complex needs ○ speech and language therapy ○ travel training 	<p><u>SLT/</u> <u>SENCO</u> <u>to do RA</u> <u>for</u> <u>individua</u> <u>!</u> <u>teachers</u></p>	<p><u>Now,</u> <u>ready for</u> <u>Sept</u></p>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Catch Up Support		<ul style="list-style-type: none"> ○ education psychologist time ○ other small group and individual interventions ● Direct or indirect support will be provided ● The school will also consider participation in the National Tutoring Programme for 1-1 tuition https://educationendowmentfoundation.org.uk/covid-19-resources/national-tutoring-programme/ 				
Curriculum, Behaviour and Pastoral Support Extending provision set out in an Education, Health and Care Plan (EHCP)		<ul style="list-style-type: none"> ● It is not generally thought that pupils will need to repeat a year of educational provision because of coronavirus ● It is not generally anticipated that young people will need to remain in education any longer than originally set out in their EHCP ● In exceptional cases it may however be appropriate to extend a pupil's educational provision or have their EHCP extended. ● In most cases this would consist of an individualised programme for a term or half term. ● In all circumstances, this would need to be decided by the LA, following a review of the pupil's needs and EHCP. ● Parents and young people can appeal to the First-tier Tribunal (Special Educational Needs and Disability) if they disagree with decisions made by the LA re Health and Care (EHC) needs assessments and plans. 	<u>SLT/ SENCO to do RA for individual teachers</u>	<u>Now, ready for Sept</u>		
Curriculum, Behaviour and Pastoral Support		<p>https://www.gov.uk/guidance/teaching-about-mental-wellbeing</p> <ul style="list-style-type: none"> ● Staff and school leaders aware pupils may be experiencing emotions <ul style="list-style-type: none"> ○ Talked to staff and Recovery Curriculum / Nurture training (Friday 17th July) ● Particularly for vulnerable children, including those with complex needs. 	<u>SLT/ SENCO / Play therapist to do RA for</u>	<u>Start review material in Sept and decide</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Pupil Wellbeing and Support		<ul style="list-style-type: none"> ○ SENCo looking at SEND/vulnerable children list and doing RA where needed ● TAs provided Positive Lunchtime Playground training 2/11/20 ● Pupils requiring support will be identified ● Senior Leaders will consider the provision of pastoral and extra-curricular activities to all pupils designed to: <ul style="list-style-type: none"> ○ support the rebuilding of friendships and social engagement ○ address and equip pupils to respond to COVID issues linked ○ support pupils with approaches to improving their physical and mental wellbeing ○ Recovery Curriculum in place for a least for half term ● More focused pastoral support will be provided where issues are identified that individual pupils may need help with ● Consideration will be given to children in need and others including vulnerable pupils who may need additional help or support, e.g. with stress, fear, trauma and bereavement https://covid.minded.org.uk/ ● The school nursing services will be engaged to support the health and well-being of their pupils, including over: <ul style="list-style-type: none"> ○ support for resilience, mental health and wellbeing including anxiety, bereavement and sleep issues ○ support for pupils with additional and complex health needs ○ supporting vulnerable children and keeping children safe ○ delivery of the healthy child programme 	<u>individual teachers</u>	<u>how to implement</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Curriculum, Behaviour and Pastoral Support Behaviour Expectations		<ul style="list-style-type: none"> Behaviour Policy updated for Covid https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools <ul style="list-style-type: none"> Already completed. LHW updated Nov 2020 Staff, pupils & Parents understand behavior expectations Behavior standards are enforced consistently Disciplinary and reward outcomes are included Staff working with specific pupils who have not re-engaged Support to overcome barriers to attendance and behavior Objective is to help them reintegrate back into school life. Support pupils with trauma anxiety including bereavement Staff able to identify social, emotional and mental health concerns <ul style="list-style-type: none"> Included in staff training Friday 17th Sept and Nov INSETs School has access to ed psychs, social workers, and counsellors Specific support for pupils with SEND 	<u>SLT/LHW</u>			
Assessment and accountability Inspection		<p>Ofsted's plans: January 2021 - GOV.UK (www.gov.uk)</p> <ul style="list-style-type: none"> Remote monitoring inspections of schools graded inadequate, or requires improvement and FE providers began on 25th January, however, these are not graded Statutory primary assessments will NOT take place in summer 2021 The statutory rollout of the Reception baseline assessment has been postponed until September 2021 The Standards and Testing Agency (STA) are reviewing requirements for the phonics screening check in year 2 STA also reviewing arrangements for implementation of the engagement model for the assessment of pupils 	<u>SLT</u>	<u>On-going</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		https://www.gov.uk/government/publications/the-engagement-model <ul style="list-style-type: none"> 				
Assessment and Accountability Accountability Expectations		Coronavirus (COVID-19): school and college performance measures - GOV.UK (www.gov.uk) <ul style="list-style-type: none"> Performance tables were not published for the 2019 to 2020 academic year. We will not judge schools on data based on exams and assessments from 2020. Read coronavirus (COVID-19): school and college accountability to see what this means for accountability in 2019 to 2020 and 2020 to 2021. Coronavirus (COVID-19): school and college performance measures - GOV.UK (www.gov.uk) 	<u>SLT</u>	<u>On-going</u>		
Contingency Planning for Outbreaks Remote Education		<ul style="list-style-type: none"> The school will provide remote education to those pupils who are shielding <p>Contingency framework: education and childcare settings - GOV.UK (www.gov.uk)</p> <p>In the event the school is required to revise the delivery model of education. The above guidance will be followed. For remote learning the following will apply:</p> <ul style="list-style-type: none"> This will be equivalent in length to the core teaching pupils would receive in school and will include both recorded or live direct teaching time, and time for pupils to complete tasks and assignments independently. 	<u>SLT</u>	<u>Sept</u>		

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> • The school will <ul style="list-style-type: none"> ○ nominate a senior leader with responsibility for remote learning (give name) ○ teach a planned and well-sequenced curriculum ○ use high-quality online and offline resources and teaching videos ○ give access to high quality remote education resources ○ select the online tools that will be consistently used across the school ○ where appropriate distribute school-owned laptops accompanied by a user agreement or contract ○ provide printed resources for pupils who do not have online access ○ work with families of younger and pupils with SEND to meet their needs. ○ publish information for pupils, parents and carers about our remote education provision on our website ○ set meaningful assignments each day in a number of different subjects ○ set work that is of equivalent length to that undertaken in school <ul style="list-style-type: none"> ▪ primary Key Stage 1 1-3 hours a day, on average, across the school cohort with less for younger children ▪ primary Key Stage 2 2-4 hours a day ○ provide frequent, clear explanations of new content to pupils ○ set clear expectation on how teachers will check work ○ Inform parents immediately where engagement is a concern ○ gauge how well pupils are progressing ○ provide feedback using digitally facilitated or whole-class feedback ○ enable teachers to adjust the pace or difficulty of what is being taught ○ ensure the expectations are age appropriate ○ ensure expectations are appropriate to SEND ○ Ensure remote learning is undertaken safely 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		<ul style="list-style-type: none"> ○ Get help with remote education - GOV.UK (www.gov.uk) Get help with technology - GOV.UK (education.gov.uk) ○ All resources available via Secure Area on school website <ul style="list-style-type: none"> ▪ ZOOM (All) ▪ PiXI ▪ Purple Mash (All children) ▪ BBC Bite ▪ Oak Academy ▪ Tapestry (EYFS) https://www.gov.uk/government/publications/guidance-for-full-opening-special-schools-and-other-specialist-settings/guidance-for-full-opening-special-schools-and-other-specialist-settings#remoteeducation Keeping children safe in education - GOV.UK (www.gov.uk) Safe Remote Learning SWGfL Online Safety - London Grid for Learning (lgfl.net) Video conferencing services: security guidance for... - NCSC.GOV.UK Safeguarding and remote education during coronavirus (COVID-19) - GOV.UK (www.gov.uk) ○ 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
Contingency Planning for Outbreaks Vulnerable Children		<ul style="list-style-type: none"> • The school will <ul style="list-style-type: none"> ○ keep in contact with vulnerable pupils who are self-isolating ○ notify their social worker (if they have one) when a vulnerable child is asked to self-isolate ○ Agree with the social worker the best way to maintain contact and offer support to the vulnerable pupil ○ Check if a vulnerable pupil is able to access remote education support ○ Support them to access it (as far as possible) <p>Regularly check if they are doing so</p>				
Contingency Planning for Outbreaks Delivering Remote Education Safely		<ul style="list-style-type: none"> • The school will keep pupils safe online https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 • Support on delivering online remote education safely is available from: https://swgfl.org.uk/resources/safe-remote-learning https://www.lqfl.net/online-safety/default.aspx https://www.ncsc.gov.uk/guidance/video-conferencing-services-security-guidance-organisations https://www.ncsc.gov.uk/guidance/video-conferencingservicesusing-them-securely 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment



Area for concern	Prior Risk Rating H/M/L	Risk Control Measures	By who?	By when?	Post Risk Rating H/M/L	In place? Yes/No
		https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19				
Contingency Planning for Outbreaks Remote Education Support		https://www.gov.uk/guidance/remote-education-duringcoronaviruscovid-19 Remote education webinars - GOV.UK (www.gov.uk) Home EdTech Demonstrator Programme (lgfl.net) <ul style="list-style-type: none"> • Get support guides for laptops, tablets and 4G wireless routers - GOV.UK (education.gov.uk) 				
Education, Health and Care Plans (EHCP)		<ul style="list-style-type: none"> • The school recognises that many pupils will have found restrictions exceptionally difficult socially and emotionally. • Following discussion with the parents and/or the pupil the school will offer additional support and phased returns where needed. • The school will co-operate in supporting timely consultations over potential placements for September, and in providing families with advice and information where requested. 				

Guidance template to support:

Coronavirus (COVID-19): Full Re-Opening Risk Assessment

