

**INSPIRING PRIMARIES ACADEMY TRUST: COVID-19 RISK ASSESSMENT FROM 23/08/2021
ALL SAINTS, SHARNFORD AND ULLESTHORPE CE PRIMARY SCHOOLS**

Date of assessment:	18/08/2021
Covered by this assessment:	Staff, pupils, contractors, visitors, vulnerable people
Quarterly review due:	Mid--November 2021

* Risk assessments must be reviewed quarterly or whenever there is a significant change in the activity or following any incident. They must be retained for a period of 6 years.

Related documents
Coronavirus (COVID-19): Education and childcare ; https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools ; Safe working in education, childcare and children's social care ; Coronavirus (COVID-19) Collection: guidance for schools and other educational settings ; Actions for schools during the coronavirus outbreak ; COVID-19: cleaning in non-healthcare settings

Risk matrix

Risk rating High (H), Medium (M), Low (L)		Likelihood of occurrence		
		Probable	Possible	Remote
Likely impact	Major: Causes major physical injury, harm or ill-health.	H	H	M
	Severe: Causes physical injury or illness requiring first aid.	H	M	L
	Minor: Causes physical or emotional discomfort.	M	L	L

Area for concern	Risk rating prior to action (H M L)	Control measures	In place (Yes/No)	Additional measures/ comments	In place (Yes/No)	Residual risk rating (H M L)
INFECTION CONTROL MEASURES						
Spread of COVID-19 due to poor hygiene and infection control.		Current government guidance is being applied, and specifically the DfE system of control measures set out below: 1. Ensure everyone is advised to clean their hands thoroughly and more often than usual.	Y			

		<ul style="list-style-type: none"> o Handwashing / sanitising is now regular practice in our schools and should be continued with the following as a minimum: when pupils, staff or visitors enter the school; at break; before and after lunch; before and after whenever the toilet is used. o Posters on display remind pupils about the importance of handwashing. o Checks are scheduled on stocks of hand sanitiser, soap and paper towels. Steps are taken to ensure that there is sufficient supply in school. <p>2. Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.</p> <ul style="list-style-type: none"> o Posters on display remind pupils and adults about the approach. These are displayed around the school in prominent areas. o A schedule for bins to be emptied / disinfected is in place and is adhered to. o A stock of tissues is maintained. o The e-Bug COVID-19 website contains free resources, including materials to encourage good hand and respiratory hygiene. <p>3. Keep occupied spaces well ventilated.</p> <ul style="list-style-type: none"> o Mechanical ventilation systems are adjusted to increase the ventilation rate wherever possible and checked to confirm that normal operation meets current guidance and that only fresh outside air is circulated. o Windows are opened to purge the air in the space. o Internal doors (not internal fire doors) are opened to assist with creating a throughput of air. o Wedging internal fire doors open is unacceptable unless they are fitted with a hold open device designed to close the door in the event of a fire alarm (e.g. electro-magnetic hold open devices or Dorgards). o External doors may be opened if not fire doors and it is safe to do so. o If possible, higher level windows are opened in colder weather to reduce draughts. o Ventilation is increased when a room is unused e.g. breaks and lunch time. o Balance the need for increased ventilation against a comfortable working environment. <p>4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.</p> <ul style="list-style-type: none"> o Pupils, staff and other adults should not come into school if they have Covid-19 symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). IPAT checklist and suspected / confirmed case logs should be completed. o Anyone developing COVID-19 symptoms in school, however mild, should be sent home and they should follow public health advice. o For everyone with symptoms, they should avoid using public transport and, wherever possible, be collected by a member of their family or household. o If a pupil is awaiting collection, they should be left in a room on their own if possible and safe to do so. A window should be opened for fresh air ventilation if possible. Appropriate PPE should be used if close contact is necessary (face masks, gloves and aprons). Further information on this can be found in the use of PPE in education, childcare and children’s social care settings guidance. Stocks of PPE should be monitored and replenished as required. 	<p>Y</p> <p>Y</p> <p>Y</p>	<p>To clean an area after a suspected case of Covid-19: Close off the area securely for 72 hours to reduce the risk of the suspected infection being passed on as the amount of virus living on surfaces</p>		
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WELLBEING MEASURES						
Mental health concerns for staff and pupils due to COVID-19.		<ul style="list-style-type: none"> • Wellbeing / mental health issues are discussed with pupils during PSHE/assemblies and at other appropriate opportunities. • Age-appropriate websites / resources are provided for pupils. Staff direct pupils to these resources and are open to discussing them. • Staff are directed to useful websites and resources that they might find helpful themselves. See IPAT Wellbeing drive. • Staff briefings focus on wellbeing, recognising the importance of their own wellbeing and that of their pupils. • Wellbeing and work-life balance are promoted with all staff. • Trust wide bereavement policy and guidance in place. 	Y			
OTHER OPERATIONAL ISSUES						
Existing site maintenance regimes are not up to date and/or all systems are not operational.		<ul style="list-style-type: none"> • All utilities and systems (including gas, heating, water supply, mechanical and electrical systems and catering equipment) have been maintained in line with premises management guidance / statutory compliance. • Ventilation systems have been tested and any practical improvements to improve ventilation have been put in place. • Health and safety audit findings have been followed up. 	Y			
Current policies and procedures have not been adapted/updated to take account of COVID-19 impact.		<ul style="list-style-type: none"> • Fire policies and procedures have been reviewed and revised where required, e.g., due to: <ul style="list-style-type: none"> o possible absence of fire marshals • Staff and pupils have been briefed on any new evacuation procedures. • Fire drills are held in the first two weeks of the autumn term to test out the evacuation procedures. • Addendum added to safeguarding policy to ensure a DSL available at all times. • Addendum added to behaviour policy with clear sanctions in place for anyone ignoring or deliberately flouting the rules relating to COVID-19 risk mitigation. • Senior leaders in each school monitor compliance with risk mitigation and advise accordingly or adjust procedures where necessary. 	Y			
Staff shortages due to absence may compromise operational safety.		<ul style="list-style-type: none"> • The health status and availability of every member of staff is known so that deployment can be planned. • Roles have been reallocated to cover any critical functions where appropriate. Staff have appropriate competences and training to fulfil their roles. 	Y			

		<ul style="list-style-type: none">• There are sufficient qualified first aiders to cover the numbers of staff and pupils on site.• The Trust has a list of known teachers available for supply if necessary.					
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