



RISK ASSESSMENT September 2021

Directorate: Ashfield Valley Primary School	COVID 19
Job role/s: Teachers / TAs / Support Staff /	
People who might be harmed i.e. staff, members of public: staff, pupils, carers, visitors to site	Assessment date:1-9-21
Are there any special considerations needed for new & expectant mothers or persons under 18, etc. Yes If yes, specify: Covid guidelines for expectant mothers	Review date: 1-10-21
Names of all involved in assessment process: (e.g. Manager, Union rep, etc.): Heather Edge (HT), SLT including staff union rep. Sent for review to all staff.	Manager authentication:

Hazard / risk identified Task/ activity / process / stressor	Current precautions in place	Improvement action needed following incidents, changes, etc. Place these on an action plan.
<p>Testing</p>	<ul style="list-style-type: none"> Those with symptoms must isolate and book a PCR test and isolate until results are known Continue with LFD home-based testing for staff Follow local guidance and report cases to the local Single Point of Contact (SPOC) which is Rochdale Public Health All staff to be advised to take LFTs twice per week 	

<p>Infection Control : Staff</p>	<ul style="list-style-type: none"> • Support positive cases to isolate, and support contact tracing of staff as per workplace guidance. • Support any contacts who are not exempt to isolate. • Utilise multiple entrances and exits to and from the setting to avoid large crowding and utilise outdoor space. • Reduce the number of occasions where larger numbers of adults come into the building and where possible or advantageous to the setting/ families utilise remote connect methods. Parents’ meetings in the autumn term will be carried out remotely. • Inform staff of protocols of what to do if displaying symptoms and the ensuing procedures – re-inforce this message if needed • Re-visit individual risk assessments with staff and make any necessary adjustments 	
<p>Infection Control : Start and End of the school day</p>	<ul style="list-style-type: none"> • Children in Reception to Y6 to arrive between 8.45 and 9 am. Nursery will start at 8.30 and 11.45 • Pick up will be between 3pm and 3.15 • Children will use their own classroom doors – these have clear signage. • Children will continue to line up at the door so that hand sanitising can be done in an orderly fashion and children to enter one at a time • Hand sanitising on entering the building - this is available in all classes, in the playground and at main doors • Senior staff present in the playgrounds to support where necessary 	

Infection Control Classrooms	<ul style="list-style-type: none"> ● Continue with regular handwashing with reminders to children about how to do this properly ● Visual reminders around school about hand washing etc ● Clear instruction to staff / pupils if feeling unwell to report immediately ● Lidded bins and tissues available in all classrooms ● Doors and windows to be kept open as much as possible for ventilation – but ensure there is a comfortable working environment when the cold weather comes ● Regular cleaning of classrooms to continue ● Children will keep within their own class group as much as possible. ● Assemblies will be held in class groups in the classroom. ● Clear guidance to staff about letting a member of SLT know should they or anyone in their class be showing symptoms or feel unwell ● PE kits will be brought in on PE days only and children will be discouraged from bringing large bags ● Whilst staff will stay in their class groups where possible, there is likely to be some staff movement across classes - for example for cover 	
Infection Control Lunchtime	<ul style="list-style-type: none"> ● Lunchtimes will continue to be staggered and Y 5 and Y6 will eat in their classrooms ● Eating areas will be cleaned thoroughly after lunch ● Play areas separated for different years ● Each class has its own supervisor and play equipment ● Supervised handwashing before eating ● FM risk assessment adhered to by kitchen staff ● Hand sanitiser pods on the playgrounds 	
Infection Control Playtimes	<ul style="list-style-type: none"> ● Each class has its own playtime on their own ● Each class to have their own designated play equipment ● Two staffrooms to reduce numbers in the room at any one time ● Hand san to be used when coming back into class 	
Infection Control Ventilation	<ul style="list-style-type: none"> ● Windows and doors to be open where possible to aid air flow 	

First Aid	<ul style="list-style-type: none"> • Sufficient first Aiders on site. • PPE provided as government guidance • The isolation room will continue to be the disabled toilet which will contain full PPE and will be thoroughly cleaned after use • PPE (masks, visor, gloves and aprons) are available for intimate care and when a pupil feels unwell. • Any member of staff/pupil showing symptoms will be isolated and sent home as soon as possible • If a pupil/member of staff tests positive, we will inform the Infection Control Desk and follow current national guidance 	
Communication to Parents	<ul style="list-style-type: none"> • Using mobile phone texting information updates • Emailing parents with information updates • Keep the school website up to date • Reminders in newsletters • Warn and inform letters sent when advised to do so 	
Control of Visitors and Contractors etc.	<ul style="list-style-type: none"> • Ensure the entrance office is always manned by a member of staff. • Touch screen for visitors/staff sign in - Effective cleaning system in place and hand sanitiser available and sanitiser wipes • Contractors/visitors by appointment 	
Fire Safety	<ul style="list-style-type: none"> • Usual fire safety in place • All usual fire safety checks, including fire doors and fire alarms checked by the caretaker (daily and weekly) 	
Emotional distress/wellbeing	<ul style="list-style-type: none"> • Staff have access to PAM assist • Mental health lead is available to support all staff • PPA taken off site • Extra management time for subject leads to ease work load • Children's counsellor available for vulnerable children • Welfare team review any concerns regarding children's mental health/wellbeing and take appropriate action 	

This assessment should be reviewed following significant changes, the introduction of new machinery, equipment, substances or procedures & following incidents, or at least annually.

The next review is at the end of autumn 1

Measures which may be reintroduced in an outbreak or substantial increase in cases <i>(Effective but will have negative impact on delivery of education)</i>
Daily testing or wider testing of identified/ cohorts of students and staff.
In some outbreak circumstances the setting may be require to contact trace and recommend PCR tests for close contacts and self-isolation of unvaccinated adult contacts.
Social distancing between children, namely the use of bubble management, between year groups, and/ or classes or in extreme cases where on-site provision is only retained for vulnerable children and children of critical workers.
Use of staggered start and finish times that may/ may not require changes to the length of the school day.
Limits on use of external adults/staff entering the building.
Face coverings in communal spaces /and in classrooms for staff and students.
Limits on trips.
As a last resort measure, move classes/ year group to remote learning for a specified period. NB: maintaining provision for vulnerable children/children of critical workers may still be possible.

This Risk Assessment sits alongside updated guidance provided by the government and also the outbreak Management Plan and advice from Greater Manchester which has been issued to all staff. A link to these government documents can be found:-

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/schools-covid-19-operational-guidance>
<https://www.gov.uk/government/publications/safe-working-in-education-childcare-and-childrens-social-care?priority-taxon=b350e61d-1db9-4cc2-bb44-fab02882ac25>