

Risk Assessment

A	Date: 02.09.2020	School: Fazakerley High	Team: SLT	Location: Whole School
	Review Date: Daily	Ref: Covid 19 Whole School Re-opening Plan	Assessor: Wendy Torley	Manager: Heather Duggan

B	Assessment of Risk for: Full School Re-Opening Plan September 2020
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C	List Hazards Here	List Groups of People at Risk	List Existing Controls	Risk Level
Ser N°				
1.	<p>Covid-19 virus: General</p> <p>Catching the virus by transmitting from one person to another</p> <p>Reduced pupil traffic movement around the building</p>	<p>Staff</p> <p>Pupils</p> <p>Visitors</p> <p>Contractors</p>	<p>All staff are competent and instructed with regard to the procedures in place for the protection against infection from the virus.</p> <p>A requirement that people who are ill or symptomatic will stay at home.</p> <p>Robust hand and respiratory hygiene procedures in place. Everyone has a duty of care to ensure they wash their hands more frequently thoroughly for 20 seconds with soap and running water or use hand sanitiser.</p> <p>Active engagement with NHS test and trace.</p> <p>Staff maintaining distance from pupils and other staff as much as possible</p> <p>Ensuring anyone developing symptoms during the school day is sent home</p> <p>Isolation areas:</p> <p>If a child or staff member is awaiting collection and they are displaying symptoms, they should be moved to the isolation area. Covid-19 isolation designated area is situated in the main reception area of the building with the room clearly identified. Welfare facilities are adjacent to the room with the door clearly marked as isolation toilet. The room to be well ventilated at all times.</p> <p>Any member of staff who have helped someone with symptoms and any pupils who have been in close contact with them DO NOT need to go home to self-isolate unless they develop symptoms themselves. (In which case they should arrange a test). If a symptomatic person subsequently test positive or they have been requested to do so by NHS Test and Trace.</p> <p>Sufficient hand washing facilities are available and designated to specific year groups. Where two year groups are utilising the same welfare facilities, increased cleaning regimes are required to be in place to ensure there are no cross contamination of year groups. Pupils SHOULD wash their hands upon arriving into school, changing of lesson (practical subjects), break time and lunch times.</p> <p>Pupils with complex needs should continue to be helped to clean their hands properly. Good</p>	Low

			<p>supervision of pupils with complex needs whilst using hand sanitiser to ensure this it is not ingested.</p> <p>Some pupils with complex needs will struggle to maintain as good respiratory hygiene as their peers. Individual risk assessments MUST be considered in these situations.</p> <p>Face coverings are required in communal areas at all times by the following:</p> <ul style="list-style-type: none"> • FHS staff • SPIE • Chartwells • Visitors • Deliveries • LCC <p>There is an exemption for those with medical certificates, ID will be required in these circumstances.</p>	
2.	Environment	<p>Staff</p> <p>Pupils</p> <p>Visitors</p> <p>Contractors</p>	<p>Enhanced cleaning arrangements will be in place with the number of cleaning staff increased to ensure surfaces can be cleaned more regular than normal and to ensure shared welfare facilities can be cleaned between use. A signed cleaning regime in place to display dates and times of when those welfare facilities have been cleaned is required.</p> <p>Formal consideration of how to reduce contact and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable. Consideration needs to be given to the pupils ability to socially distance, the layout of the building and keeping year groups separated where possible.</p> <p>One-way systems in place in communal areas at all times. Admittance to the administration office is not permitted at any time to any member of staff. This is to ensure that minimal contact across bubbles is adhered to.</p> <p><i>See Full Reopening Plan published in July 20.</i> Separation of all year groups from years 7 to 11. Corridors clearly marked with designated years from 7 to 77. Year groups have staggered start and finish times to ensure safe levels for access and egress of the building. Sufficient specialist teaching areas to ensure a full, broad and balanced curriculum can be delivered. Minimal time on corridors to ensure contact with others is kept to a minimum where possible.</p> <p>No large gatherings for assemblies or use of the dining room / cyber café by pupils. Communal use of these areas will be kept to a minimum. Only supervised groups of pupils allowed where possible.</p> <p>Minimise the number of contacts – Pupils will remain in their assigned year group and classroom. Teaching and support staff can cross year groups to deliver lessons. Two-metre distance in all classrooms between the staff member and the pupils.</p> <p>Grouping pupils together in year groups – <i>see covid map of building outlining designated wings for separated year groups.</i></p> <p>Avoid contact between groups – where possible in place with regular cleaning regimes to ensure cross contamination of year groups is kept at reasonably practical levels.</p>	Low

			<p>Arranging classrooms with forward facing desks – all classrooms have front facing desks with specialist rooms adapted where possible to accommodate whole school.</p> <p>Wider public transport – Staggered start and finish times for pupils to ensure demand on bus services are reduced. Pupils encouraged to cycle where possible and walk to school.</p> <p>Catering provision – Pupils will be encouraged to bring into school a packed lunch, FSM children and those wanting lunch, will place an order at registration and lunch will be brought to their bubbles.</p> <p>The school is participating in the Magic Breakfast programme. This provision will be delivered to the pupil in their year group bubbles to ensure no cross contamination.</p> <p>All year groups will be separated during mid-morning break and lunchtime. There is a staggered lunchtime over a 60 minute period. <i>See full re-opening plan for segregated play areas.</i></p> <p>Physical activity – Risk assessments are required for all sports on the curriculum plan which will be delivered during the Autumn term. Consideration MUST be given for equipment used. Good cleaning regimes are required for ALL sports equipment with sufficient time (48 – 72 hours for plastic) between use across year groups. Where possible outdoor activities SHOULD be considered with little use of sports equipment. <i>See Physical Education risk assessments.</i></p> <p>Music – It should be noted that there may be additional risk of infection in environments where singing, chanting and playing wind or brass instruments or shouting. This also applies if individuals are at a distance. Consideration SHOULD be given on how to reduce this risk.</p>	
3.	<p>Systems and controls Prevention Response to any infection</p>	<p>Staff Pupils Visitors Contractors</p>	<p>This is the set of actions that must be taken they are grouped into prevention and response to any infection.</p> <p>Prevention:</p> <ol style="list-style-type: none"> 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 2. clean hands more thoroughly more often than usual. 3. ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach 4. introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach 5. minimise contact between individuals and maintain social distancing wherever possible 6. where necessary, wear appropriate PPE <p><i>Numbers 1 to 4 MUST be in place in school at all times</i> <i>Number 5 must be properly considered and put into place measures that suit their particular circumstances</i> <i>Number 6 applies to specific circumstances</i></p> <p>Response to infection:</p> <ol style="list-style-type: none"> 7. engage with the NHS Test and Trace process 8. manage confirmed cases of coronavirus (covid-19) amongst the school community 	Low

			9. contain any outbreak by following local health protection team advice <i>Numbers 7 and 9 MUST be followed in every case where they are relevant.</i>	
4.	Alternative provision	Staff Pupils	Where pupils are dual registered and attending another site, a visit will be conducted to the establishment to ensure their covid 19 risk assessment is fit for purpose, An individual risk assessment is required for both sites where the pupil is attending. There are sufficient safety measures in place to ensure the pupil cannot cross contaminate and put at risk either establishment. Ensure Test and Trace in being followed.	Low
5.	Classroom resources	Staff Pupils	<p>Classroom resources have been moved out of classrooms and are stored separately in resource rooms for the specific subjects.</p> <p>Resources will be used across bubbles, they will be rotated to allow a sufficient period of time (48 hours and 72 hours for plastics) and cleaned regular.</p> <p>Resources that are shared between classes or bubbles, such as sports, art and science equipment should be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.</p> <p>Outdoor play equipment should be more frequently cleaned. It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats books stationery and mobile phones. Bags are allowed. Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to the pupil education and development. Rules apply on hand cleaning more often and the use of disposable gloves are made available for all staff. Cleaning of the resources and rotation should apply to these resources at all times.</p> <p><i>See physical education risk assessments for controls and measures in place for use of equipment. Stationary will be the responsibly of the pupil to bring into school each day.</i></p>	Low
6.	Vulnerable Staff	Staff	Clinically vulnerable people can return to work from September. They should follow procedures set out in whole school covid-19 risk assessment and complete an individual risk assessments. Staff who are pregnant fall into the clinically vulnerable category and do require a risk assessment from 28 weeks gestation. <i>Ref: see individual risk assessments for individuals.</i>	Low
7.	Supply and peripatetic staff	Staff Pupils	Supply staff and temporary staff can move between schools. Where possible visitors to schools SHOULD be kept to a minimum. Parents and stakeholders should consider alternative means for meetings i.e. Zoom and Microsoft Teams. All visitors MUST adhere to school policy on NHS Test and Trace monitoring.	Low

8.	Safeguarding	Staff Pupils Visitors	Designated safeguarding leads and deputies SHOULD be provided with more time in the first half term to help support staff and pupils. Welfare concerns and communication with other agencies needs to be considered. Good levels of communication with school nurses is important to support pupil wellbeing. Risk assessment MUST be completed for any pupil with education health and care plans. See <i>individual risk assessments</i> .	Low
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Risk Level: High: Accident likely with possibility of serious injury or loss
Medium: Possibility of accident occurring causing minor injury or loss
Low: Accident unlikely with control measures in place

D	Controls (Ser N° to correspond with Hazard Ser N°)	E To be completed by the Manager			
Ser N°	Additional Controls Required	Action to be Taken	By Whom	Target Completion Date	Task Completed (Signed & Dated)

F	<p>Once additional controls are implemented, what will the overall risk level be:</p> <p style="text-align: center;">High Medium Low</p>	<p>Risk assessment signed off by: Wendy Torley</p> <p>Signature: W. Torley</p> <p>Date: 02.09.20</p> <p><i>Please note an electronic signature will suffice.</i></p>
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