



FRANCES OLIVE ANDERSON

Church of England (Aided) School

'Being different, Belonging together'

COVID - Risk Assessment 01.09.2021 Visitors



Operation Description: COVID-19 Schools

Operation Location: educational settings

Persons at Risk: Visitors

Risk Assessment Guidance

Hazard: Something with the potential to cause **harm**.

To Assess Risk: Using the **tables below**, consider **Severity (S)** and **Likelihood (L)** **without** Control Measures. **Multiply (S x L)**

Describe Control Measures: Control measure(s) **reduce** the likelihood, **and/or** severity of **harm**, reducing **risk**.

Re-assess Risk, considering Severity (S) and Likelihood (L) **with** Control Measures in place.

Multiply (S x L) = Risk Rating (with controls).

Severity (S)	x	Likelihood (L)	=	Risk Ratings (R)		
Fatality = 5		Likely = 5		20 +	Very High Risk	
Injury (Specified injury / RIDDOR reportable) = 4		Probable = 4		15 - 19	High Risk	
Injury (requiring treatment and/or 3 to 7 day absence) = 3		Possible = 3		9 - 14	Medium Risk	
Injury (requiring treatment and/or absence less than 3 days) = 2		Unlikely = 2		4 - 8	Low Risk	
Minor Injury = 1		Very Unlikely = 1		1 - 3	Very Low risk	
HAZARD	Assessment of Risk without control measures		CONTROL MEASURES TO REDUCE THE RISK			Assessment of Risk with control measures



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	S x L = R					S x L = R			
Clinically Extremely Vulnerable visitors contracting COVID-19	5	4	=	20	<ul style="list-style-type: none"> Shielding ended on 1/4/21. Those who are ECV must assess their own risk when visiting the school. 	5	2	=	10
School could lapse/fail to follow the newest national and/or LCC guidelines and advice on COVID-19.	4	3	=	12	<ul style="list-style-type: none"> Daily checks will be made with:- <ul style="list-style-type: none"> Government websites (Gov.uk) or LCC website Local/National news providers Local school networks/partnerships (if applicable) Any changes in national/LCC advice and guidance to be shared with the Senior Leadership Team and Governors for appropriate action. Visitors to be updated in a timely manner, using email, letters etc. as necessary. 	4	1	=	4
COVID-19 precautions are not followed within the school environment, leading to potential spread or outbreak.	4	4	=	16	<ul style="list-style-type: none"> Staff to sanitise / wash hands on arrival and departure and through the day Visitors are permitted but must follow all safety guidelines. Volunteers are permitted in school but must follow all safety guidelines. If in regularly they will be invited to take LFD tests. Staff will be invited to take LFD tests twice a week; this is due to be reviewed by the Government at the end of September 2021. COVID-19 hygiene advice and posters are displayed in key areas of the school site. Staff to reiterate to Parents and children (via letter/email/classroom talks / circle times / teaching opportunities etc.) the importance of :- <ul style="list-style-type: none"> Hand washing on a regular basis Covering coughs and sneezes with a tissue and disposing of it (Catch it, Bin it, Kill it) Not touching eyes/nose/mouth with unwashed hands Hand sanitiser and soap to be provided to all classrooms / spaces (if available), for use at the start of the day, after lunch etc. Pupils and staff to wash their hands after outside activities, sporting activities/ PE, equipment to wiped down by staff after each use, etc. Ventilation where possible whilst maintaining a comfortable temperature. Indoor sport can happen but outdoor sport will be prioritised. 	4	3	=	12



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				<ul style="list-style-type: none"> Class staff to be provided with anti-bacterial spray to wipe down classroom surfaces. School cleaning regime is monitored/include frequent cleaning of frequently touched items (Door handles/doors/taps/table tops etc.) Outbreak Management plan in place in case of an outbreak. A separate risk assessment will be created for educational trips. 					
Risk to visitor/ staff / pupils via possible transfer	4	5	=	20	<ul style="list-style-type: none"> Hand washing routines in place throughout the day, use of gloves as required to support 1:1 physical / tactile support Recommendation that visitors wear face mask/shield whilst in school Risk assessment of pupils, as to level of known behaviours / use of strategies 	4	3	=	12
Staff/visitor failing to report feeling unwell and attend school, potentially spreading COVID-19	4	3	=	12	<ul style="list-style-type: none"> Staff are aware of the importance of following national guidance, and to stay home and self-isolate if unwell with symptoms of COVID. Staff to follow the school guidance on reporting sickness due to suspected/confirmed COVID-19. SLT team updating as any national guidance changes. Visitors will be reminded that they are not to attend school if they have any Covid symptoms 	4	1	=	4
Staff/visitor or pupil starts to show symptoms of COVID-19 (suspected) whilst at school	5	4	=	20	<ul style="list-style-type: none"> Staff member to be sent home immediately (travel home appropriately) and to organise a test. Child to be moved to a safe space outside of the classroom. Parent/carer to pick-up and organise a test. Supervision of the child should take place at a minimum of 2 metres away, if possible with use of PPE (gloves, apron, mask). Visitor to be sent home immediately (travel appropriately) and organise a test. School to be informed asap of result to then take appropriate action if required. 	4	3	=	12

Directorate:

Education

School:

Frances Olive Anderson C of E Primary School

HeadTeacher Name

Sarah Woolley

Signature:

Mrs Sarah Woolley