



# FRANCES OLIVE ANDERSON

## Church of England (Aided) School



'Being different, Belonging together'

COVID - Risk Assessment 01.09.2021

Updates to reflect changes in government guidelines:

November 2021: January 2022

**Operation Description:** COVID-19 Schools

**Operation Location:** educational settings

**Persons at Risk:** employees, pupils, parents/carers,

### 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



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HAZARD	Assessment of Risk <b>without</b> control measures				CONTROL MEASURES TO REDUCE THE RISK	Assessment of Risk <b>with</b> control measures			
	S	L	=	R		S	L	=	R
Clinically Extremely Vulnerable employees contracting COVID-19	5	4	=	20	<ul style="list-style-type: none"> <li>Shielding ended on 1/4/21, stating employees may now return to their workplace. Those who are ECV have all received their vaccine.</li> <li>Individual risk assessments in place.</li> <li><b>Clinically Vulnerable staff meet with Line-Managers to discuss any clinical advice from their health professional on whether additional precautions are needed for them, update their individual risk assessment.</b></li> </ul>	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"> <li>Daily checks will be made with:-               <ul style="list-style-type: none"> <li>Government websites (<a href="http://Gov.uk">Gov.uk</a>) or <a href="http://LCC website">LCC website</a></li> <li>Local/National news providers</li> <li>Local school networks/partnerships (if applicable)</li> </ul> </li> <li>Any changes in national/LCC advice and guidance to be shared with the Senior Leadership Team and Governors for appropriate action.</li> <li>Staff and Parents to be updated in a timely manner, using email, letters etc. as necessary.</li> </ul>	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"> <li>Staff to sanitise / wash hands on arrival and departure and through the day</li> <li>Visitors are permitted but must follow all safety guidelines.</li> <li>Volunteers are permitted in school but must follow all safety guidelines. If in regularly they will be <b>requested</b> to take LFT tests.</li> <li>Staff will be invited to take LFT tests twice a week; this is due to be reviewed by the Government at the end of September 2021.</li> <li><b>Staff to continue to LFT twice a week.</b></li> <li>COVID-19 <u>hygiene advice</u> and posters are displayed in key areas of the school site.</li> <li>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"> <li>Hand washing on a regular basis</li> <li>Covering coughs and sneezes with a tissue and disposing of it (Catch it, Bin it, Kill it)</li> <li>Not touching eyes/nose/mouth with unwashed hands</li> </ul> </li> </ul>	4	3	=	12



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				<ul style="list-style-type: none"> <li>• Hand sanitiser and soap to be provided to all classrooms / spaces (if available), for use at the start of the day, after lunch etc.</li> <li>• Pupils and staff to wash their hands after outside activities, sporting activities/ PE, equipment to be wiped down by staff after each use, etc.</li> <li>• Ventilation where possible whilst maintaining a comfortable temperature.</li> <li>• Indoor sport can happen but outdoor sport will be prioritised.</li> <li>• Class staff to be provided with anti-bacterial spray to wipe down classroom surfaces.</li> <li>• School cleaning regime is monitored/include frequent cleaning of frequently touched items (Door handles/doors/taps/table tops etc.)</li> <li>• Outbreak Management plan in place in case of an outbreak.</li> <li>• A separate risk assessment will be created for educational trips.</li> </ul>					
Risk to staff / pupils via possible transfer	4	5	=	20	<ul style="list-style-type: none"> <li>• Hand washing routines in place throughout the day, use of gloves as required to support 1:1 physical / tactile support</li> <li>• Risk assessment of pupils, as to level of known behaviours / use of strategies</li> </ul>	4	3	=	12
Staff failing to report feeling unwell and attend school, potentially spreading COVID-19	4	3	=	12	<ul style="list-style-type: none"> <li>• Staff are aware of the importance of following national guidance, and to stay home and self-isolate if unwell with symptoms of COVID.</li> <li>• Staff to follow the school guidance on reporting sickness due to suspected/confirmed COVID-19. SLT team updating as any national guidance changes.</li> </ul>	4	1	=	4
Staff or pupil starts to show symptoms of COVID-19 (suspected) whilst at school	5	4	=	20	<ul style="list-style-type: none"> <li>• Staff member to be sent home immediately (travel home appropriately) and to organise a test.</li> <li>• 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).</li> </ul>	4	3	=	12



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Excessive staff absence due to Covid					<ul style="list-style-type: none"> <li>• If due to excessive numbers of staff having to be absent due to any COVID-19 related issues or other necessary absence and it is deemed to be unsafe to run a class or the school then that class or the school will have to close until the situation changes.</li> <li>• This has been ratified by the governors and the chair will be kept informed.</li> <li>• Home learning will be provided via Seesaw for Years 1-6 and via Tapestry for Reception.</li> <li>• <b>Staff will be notified via email and Whatsapp</b></li> <li>• <b>Headteacher to inform governors via clerk to governors</b></li> <li>• <b>Letter to parents informing at Public Health Level 5 and the actions being taken</b></li> </ul>				
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Directorate:

Education

School:

Frances Olive Anderson C of E Primary School

HeadTeacher Name

Sarah Woolley

Signature:

*Mrs Sarah Woolley*