



**SOMERSET**  
County Council

# Combe St Nicholas C of E VA Primary School (110)

## Risk Management - Assessment Report

<b>Risk Area:</b>	COVID-19
<b>Assessment Framework:</b>	Covid-19 - Re-opening of Schools
<b>Work Area or Activity:</b>	Covid19 reopening 1st June
<b>Competent Person</b>	Christine Maxwell
<b>Assisted by:</b>	Matt Edwards
<b>Groups Affected:</b>	All Staff and Pupils

**Notes:**

Updated due to new guidance

This is a review of an assessment carried out on  
28/05/2020

<b>Assessed on:</b>	09/07/2020	<b>Risk Rating:</b> Below 9 - Low Risk 9 to 14 - Medium Risk 15 or above - High Risk
<b>To be Reviewed on:</b>	07/07/2021	

What are the Hazards?	What is already being done?	Is this considered satisfactory?	Risk Findings
Have you used the premises re-opening checklist to ensure that the school is ready for the safe return of staff and pupils?	Checklist used.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have travel arrangements been adjusted (where necessary) in line with the guidance for Covid-19? Please see Government Advice before reopening schools ( <a href="https://tinyurl.com/yaxo63f6">https://tinyurl.com/yaxo63f6</a> )	Not applicable	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Is the school accommodating children from other schools?	No children from other schools now attending.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Is the school accommodating children from other schools have staff been briefed on the requirements for the students?	No children or staff will be present.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Are arrangements in place for parents and guardians to collect and drop off students e.g. staggered times, maintaining social distancing outside school gates, minimising adult to adult contact?	Staggered timings communicated to all parents.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Do you have adequate First Aid provision in the school?	First aid provision in school.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Will there be vulnerable children who require medicines that need to be administered by way of agreement with the parent/guardian?	No vulnerable children needing medication.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Are arrangements in place should a member of staff or child fall ill? This should include isolation whilst waiting to leave the school and informing staff, parents and guardians to follow current guidance provided by NHS/Public Health?	Arrangements in place in accordance with guidelines.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>

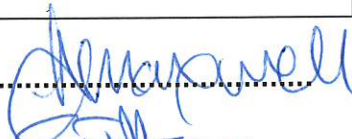
Are parents, guardians and students informed not to come into school should they suspect that they display any of the symptoms relating to Covid-19?	Parents and children have been advised.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Do you ensure regular and frequent breaks are incorporated throughout the day, so that staff and students can wash their hands whilst in school? If hand sanitizer is used there is a risk of bottles being stolen.	Hand washing breaks have been planned.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Are there posters/notices around the school to encourage and remind everyone to good hygiene?	Posters in school.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you ensured that the school has a regular supply of soap, anti-bacterial gel, hand sanitiser and cleaning products and that there are sufficient supplies in the school reflecting the increased usage?	Products ordered to supply increased demand.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Are arrangements in place for social distancing within the school setting? e.g. minimising class sizes, staggered lunches etc.	Arrangements in place.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Are teaching assistants allocated a group of children, have they been fully informed by the teacher of the lesson plans and necessary resources required?	TAs supplied with all directions.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you designed the layout of the classroom to maximise social distancing?	Tables moved with distances between.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you maximised ventilation in the classroom e.g. opening windows, maximum flow on ventilation systems etc. (noting that fire doors must remain closed)?	Windows will remain open.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you considered learning outdoors?	There will be as much outdoor learning as possible.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you removed access to play items and materials where there is a higher risk of cross-infection e.g. soft furnishings, soft toys and those with intricate parts?	Items removed.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you a system in place for cleaning learning/play equipment in between different groups of children using the resources?	Arrangements in place.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Has each individual child been allocated their own stationery and secured in separate named storage e.g. zipper bags, trays?	Resources allocated to individuals.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you considered limiting shared resources that are taken for further home learning e.g. reading books?	Reading books will be limited for home use and cleaned on return.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you considered further social distancing measures around the school premises e.g. a one-way flow system, different entrances/exits to the classrooms, toilet breaks, staggered playtimes/lunchtimes, corridor dividers?	A one way flow system has been mapped out.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you considered strategies for children with additional needs to support them understanding the new processes	1 to 1 support for SEN child likely to find systems difficult.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>

e.g. routes around the classroom/building in braille, meaningful symbols, supported learning to understand the new systems in place?			
Have you considered catering and lunchtime provision arrangements?	Lunchtimes are staggered and will be outside as much as possible.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Has consideration been made about whether to close some parts of the school to reduce the spread of the virus on surfaces?	There are no unused areas.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Do you ensure the cleaning of well used surfaces is increased? e.g. Door handles, communal areas etc?	Cleaning regime addressed. All surfaces cleared.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you made cleaning equipment available for staff to use to clean equipment in between group activities? Is this cleaning equipment stored securely in a locked cupboard and clearly labelled?	Cleaning equipment available to staff.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you made arrangements with cleaning providers for additional cleaning?	Additional cleaning planned.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Do you ensure there is enough staff to manage the number of young people that are using the school?	Staff rotas complete.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Do you ensure the school is up to date with government guidelines in relation to Covid-19? Guidance: <a href="https://www.gov.uk/coronavirus/education-and-childcare">https://www.gov.uk/coronavirus/education-and-childcare</a>	Regulations checked daily.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you updated your Business Contingency Plan to take into account the affects that Covid-19 crisis is having or may have on your school?	Account taken.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Have you reviewed your PEEPs for children needing extra assistance during emergencies?	Reviewed.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Where first aid is required do you ensure that people not involved in the incident remain more than 2 metres away from the scene?	Social distancing rules explained.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Where first aid is required do you have and ensure that staff with responsibilities to administer First Aid to suspected Covid-19 individuals wear Personal Protective Equipment prior to commencing treatment? (e.g. gloves/apron/fluid-resistant mask/safety glasses)	PPE pack on order. Training to be given.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Where first aid is required, do you assess the situation to identify any infection control measures that need to be put in place before commencing CPR, if required?	These will be assessed.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Are you aware that you should only apply chest compressions during CPR and to avoid rescue breaths unless it's deemed to be absolutely necessary?	No rescue breaths to be given unless absolutely necessary.	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating: 1</b>
Do you ensure that the area is cleaned thoroughly following treatment, including the disposal of PPE and any other	All areas will be thoroughly cleaned.	Yes	Severity: 1 Likelihood: 1

materials that have been contaminated with blood or bodily fluids?			<b>Risk Rating:</b> 1
Are staff and parents are aware of the test track and trace requirements and have agreed to comply should the need arise.	Staff and parents aware of requirements	Yes	Severity: 1 Likelihood: 1 <b>Risk Rating:</b> 1

Christine Maxwell

Signed .....



Dated .....

9/7/2020

Co-ordinator

Signed .....



Dated .....

09-07-2020

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