

HEALTH & SAFETY MANAGEMENT SYSTEM



Please complete all boxes as fully as possible

RISK ASSESSMENT

School Name: Sturry c e primary school

Location: Whole School

Activity: COVID measures and outbreak management

Date: 16/12/2021

1-9 ACCEPTABLE

5-9 ADEQUATE

10-16 TIMED ACTION REQUIRED

17-25 UNACCEPTABLE

Persons at Risk	Employee	X	Likelihood (L)	1	Very Unlikely	Consequence (C)	1	No Injury	Risk Grade (L x C)
	Young Person	X		2	Unlikely		2	Minor Injury	
	Contractor			3	Likely		3	3 Day	
	Public			4	Very Likely		4	Major Injury	
	Other Site User			5	Certain		5	Fatal	

HAZARDS IDENTIFICATION	EXISTING CONTROL	INITIAL RISK RATING			
		L	C	L x C	RISK
A Keeping hands clean to prevent the spread of infection	-Everyone is advised to clean their hands thoroughly and more often than usual. -Teachers will build in regular hand washing breaks during the day. -Hand sanitizer freely available around the whole school. -Children encouraged to use sanitizer regularly, especially during times of escalation.	4	2	8	Yellow
B Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.	-All classes promote 'catch it, bin it, kill it' method. -Constantly remind children to wash hands regularly, cough into a tissue and bin tissue. -Where temperature is appropriate door and windows kept open for ventilation.	3	1	3	Green
C Maintain enhanced cleaning, including cleaning frequently touched surfaces often.	- thorough cleaning to take place twice a day. - Shared areas regularly cleaned. - During times of escalation, extra cleaning precautions to be taken, tables to be cleaned at lunchtimes.	2	2	4	Green
D Consider how to minimise contact across the site and maintain social distancing wherever possible.	- Social distancing to be maintained wherever possible.	2	2	4	Green
E Keep occupied spaces well ventilated.	- Classroom windows and doors kept open to allow suitable ventilation. - External door open to allow air flow. - corridor windows to be open to allow air flow in communal areas.	2	2	4	Green

HEALTH & SAFETY MANAGEMENT SYSTEM



Please complete all boxes as fully as possible

F	Positive case of COVID 19	-Minimize contact with individuals who are required to self-isolate by ensuring they do not attend the school. -If a positive case at school; isolate immediately from peer group and send home at earliest opportunity.	2	2	4	
G	A member of the community develops symptoms of COVID 19	Send them home to begin isolation - the isolation period includes the day the symptoms started and the next 10 full days advise them to follow the guidance for households with possible or confirmed COVID-19 infection advise them to arrange to have a test as soon as possible to see if they have COVID-19	2	2	4	
H	Pupil awaiting collection due to developing COVID 19 symptoms	-Pupil will wait for parent/carer to collect from the COVID room. [JB office front of school] -A window must be opened to allow appropriate ventilation. -If the pupil needs to use the bathroom whilst waiting to be collected, they must use a separate bathroom to other people and then the bathroom must be thoroughly cleaned. -PPE must be worn by supervising adults. - A 2 meter distance must be maintained unless a child is very young or has complex needs. In which case, PPE must be worn.	1	2	2	
I	Collective Worship	- Collective worship to be in key stages to reduce the number of adults and children in the man hall. - Windows to be open to ensure adequate ventilation in the hall.	3	2	6	
J	Outbreak management	Affected class/classes to 'bubble' to reduce mixing between groups. Ensure good hygiene for everyone. Maintain appropriate cleaning regimes. Keep occupied spaces well ventilated. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19.	3	2	6	

HEALTH & SAFETY MANAGEMENT SYSTEM



Please complete all boxes as fully as possible

ACTION PLAN

1-4 ACCEPTABLE

5-9 ADEQUATE

10-16 TIMED ACTION REQUIRED

17-25 UNACCEPTABLE

	RECOMMENDED CONTROL	FINAL RISK RATING				COMPLETION DATE	RESPONSIBLE PERSON
		L	C	L x C	RISK		
A	Members of the school community will wash their hands; when they arrive at the school when they return from breaks when they change rooms before and after eating	1	1	1		ongoing	Management / All
B	Staff monitor children who display cough/cold like symptoms and remind them of 'catch it, bin it, kill it' Staff remind children to wash their hands more regularly when needed.	3	1	3		16/12/2021	Management / All
C	more frequent cleaning of rooms or shared areas that are used by different groups frequently touched surfaces being cleaned more often than normal cleaning toilets regularly encouraging pupils to wash their hands thoroughly after using the toilet if your site allows it, allocating different groups their own toilet blocks	2	2	4		ongoing	All
D	- remind adults and children of social distancing measures.	2	2	4		ongoing	All
E	- During winter months ventilation is needed, but not so the children are cold and unable to learn. At least a door or window to be left open.	2	2	4		ongoing	Management / All
F	Promote and engage with the NHS Test and Trace process. Manage and report confirmed cases of COVID-19 amongst the school community. Contain any outbreak by following local health protection team advice.	2	2	4		ongoing	All
G	Send them home to begin isolation - the isolation period includes the day the symptoms started and the next 10 full days advise them to follow the guidance for households with possible or confirmed COVID-19 infection	2	2	4		ongoing	Management / All
H	Everyone must wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms must be cleaned after they have left, to reduce the risk of passing the infection on to other people.	2	2	4		ongoing	All

HEALTH & SAFETY MANAGEMENT SYSTEM



Please complete all boxes as fully as possible

I	During times of escalation, online Collective Worship will be in place until further notice to maintain distance and adequate ventilation in small hall and main hall.	3	2	6		ongoing	Management / All
J	Follow DfE guidance on Stepping measures up and down. Follow Public Health advice on stepping up or down measures.	3	2	6		16/12/2021	Management / All