

Allanson Street Primary
Risk Assessment – Full School Reopening September 2020

Risk	Systems of control / Protective measures	Who?
<p>Cleaning and hygiene</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • Caretaking and cleaning staff on site every day. • High usage areas (door handles, touch points and bannisters) identified across school and cleaned daily by cleaning staff in addition to usual cleaning programme. • Identified areas within classroom work spaces cleaned at a mid-point during the day by school staff (table surfaces, chair backs and touch points in particular). • Sufficient supply of Milton, hand gel, cleaning spray, gloves and cloths for cleaning of resources as necessary by school based staff (following shared use of resources or coughs/sneezes) during the day. • Shared resources cleaned daily or quarantined for 48 hours (72 for plastics). • Doors kept open as appropriate (NOT fire doors) to allow good ventilation of all areas and to avoid further touch points. • Sufficient supply of hot water, soap and paper towels across each work area and in toilet areas. Hand dryers disconnected. • All children wash their hands on entry to school, when they return from breaks, when they change rooms and before and after eating. • 'Catch it, bin it kill it' is promoted across school with tissues and lidded bins available in every room. • PPE (face masks, aprons, gloves, visors) available as required for agreed intimate care, cleaning up spills of bodily fluids or for emergency use if a child displays symptoms during the day and is awaiting collection. • Regular reminders of the cleaning arrangements given to all staff including caretaking and cleaning staff. 	<p>Caretaker School cleaning staff School business manager All school staff</p>
<p>Staff</p> <p>Risk of infection from Covid-19</p>	<ul style="list-style-type: none"> • All staff consulted as to individual health needs so these can be accommodated to facilitate a return to work with appropriate social distancing in place if required for staff extremely clinically vulnerable. • Teaching staff and TA's remain with their class during the day while inside the school building. 	<p>Leadership team All school staff</p>

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<p>for children and staff</p>	<ul style="list-style-type: none"> • Teaching staff and TA's cover year group duties outside over break times and lunchtimes. • PPA teachers work with up to 2 year groups as a maximum. • Staff observe distancing guidelines in their interactions with colleagues and in shared spaces such as the staff room. A limit of 8 members of staff to use the staffroom at any given time. • ICT suite to be used by teaching staff as a PPA base to allow for social distancing. • Physical contact with pupils and other staff avoided whenever possible. Wash hands as necessary if physical contact is made with a child or staff member. • Handling of pupils' books and resources kept to a minimum. Wash hands before and after handling pupils' books and resources. • PPE provided for necessary first aid. • Regular reminders of the new arrangements given to all staff. 	
<p>Pupils</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • Pupils from Y1-Y6 remain in class 'bubbles' of up to 30 while inside the school building and only mix more widely in a year 'bubble' of up to 60 outside during break time and lunch time. • Children from EYFS remain in year groups 'bubbles' of up to 60. • Social distancing (or safe circle) promoted as much as possible and reflected in room layout and planned activities. • Children who are old enough supported to maintain distance (a safe circle) and not touch staff and their peers where possible. • Adaptations made to the classroom to support distancing. • Children from Y1 to Y6 seated with as much space as possible. Consideration given to children sitting side by side and facing forwards where spacing and furniture allows. • Pupils reminded not to touch their faces. • Pupils to use own named water bottles and not to share cups. • Pupils are not to bring any unnecessary toys/equipment from home. • Some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment). 	<p>Leadership team All school staff</p>

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	<ul style="list-style-type: none"> • Shielding advice for all adults and children paused on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. • Individual risk assessments undertaken for pupils with current EHCP support. Safe provision agreed with parents/carers as appropriate. • Sensory support involving direct contact between staff and pupil postponed and alternative therapies discussed and utilised. • Wearing of face masks is not recommended. Children arriving at school wearing a face mask will dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom. • Signs around school remind children of new procedures in place to keep everyone safe. • Regular reminders of the new arrangements given to all pupils. 	
<p>Curriculum and activities</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • Activities planned and resources used allow for safe delivery of the curriculum. • Y1-Y6 individual resources such as pencils, rulers and rubber provided for all children along with a named pencil case. • Reading books should be sent home each Monday and returned each Friday to allow for quarantine period over the weekend. • Y1 classrooms offer shared provision areas for a transition period with regular cleaning in line with EYFS guidance. • Sand, water and soft toys and furnishings removed from provision. • Dough to be removed from continuous provision but used in groups with each child having their own supply. • Shared resources cleaned regularly or quarantined as appropriate. 	

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	<ul style="list-style-type: none"> • All planned activities risk assessed to ensure they do not pose a risk of infection spread. (e.g. no activities that involve food/food production). • IT suite out of use for at least the first half term. • Mobile technology used to an agreed timetable allowing for a 72 hour quarantine period. • Separate EYFS 'good practice' guidance used by all staff as appropriate. • Outdoor learning opportunities utilised as much as possible. • Children to come to school on PE days wearing their P.E kits to avoid the need to get changed in school. • No extra-curricular clubs to be delivered until October at the earliest. 	
<p>Movement of pupils around school</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • Children use year group/department doors for entry and exit. • Entry and exit from school supervised by staff to avoid creating busy corridors. • Pupil movement around school is reduced as much as possible. • Pupils directed to walk on the left hand side along corridors. Transitory contact, such as passing in a corridor, is deemed to be low risk. • No whole school gathering such as assemblies take place. Assemblies to be delivered in classes by Microsoft Teams • Break times and lunchtimes are staggered so that no more than 2 year groups are using the playground, each with a dedicated zone. • Lunchtimes are staggered so that no more than 2 year groups are using the dining room, each class with a dedicated zone. • Pupil's access to toilet areas are supervised by staff to avoid overcrowding during lesson and break times. • Outdoor spaces zoned and timetabled to allow for safe use during lesson times. • Regular reminders of the new arrangements given to all pupils. 	<p>Leadership team All school staff</p>
<p>Visitors to school (including parents / carers)</p>	<ul style="list-style-type: none"> • One way system in operation across the entire school site. • Children arrive at school between 8.40am and 9am. Children are collected from school between 3.05pm and 3.15pm. 	<p>Leadership team Office staff</p>

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<p>Risk of infection from Covid-19 for children, staff, parents/carers and other visitors</p>	<ul style="list-style-type: none"> • Parents/carers must stagger times of arrival and collection and not all arrive at the earlier time. • Parents/carers informed that they should not enter the school building other than in an emergency. • Only one parent from each family is permitted to drop off/collect pupils from the school site. • Parents/carers informed that they should observe social distancing on the school site and outside the school gates. Signs around the school site to remind them of this responsibility. • Parents/carers informed that they should leave the site immediately after dropping off their children to avoid groups of people gathering on the playground or at the gates. • Parents/carers needing to pass messages on to staff should do so by Class Dojo or by phone whenever possible. • Parents/carers who need to visit the school office must ensure social distancing: only one person may enter the reception space at a time. Door fastened open and signage displayed. • Essential visitors to school reminded about social distancing measures in place upon entry to the school building. • Contractors should only visit school premises outside of pupil hours unless responding to an emergency call out. • Essential visitors and contractors to use hand sanitising gel before entering the building • Regular reminders of the new arrangements given to all parents/carers. 	
<p>Pupils becoming ill during the school day</p> <p>Risk of infection from Covid-19</p>	<ul style="list-style-type: none"> • A child who becomes unwell with any of the updated coronavirus symptoms will be sent home and advised to follow the staying at home guidance. • A child awaiting collection, should be moved to a room where they can be isolated, a window should be opened for ventilation. If they need to go to the bathroom while waiting to be collected, they should use the disabled toilet facility. The toilet area should be cleaned and disinfected using standard cleaning products before being used by anyone else. Adults supervising children who display symptoms should wear PPE. 	<p>Leadership team</p>

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<p>for children and staff</p>	<ul style="list-style-type: none"> • A member of staff who has helped someone who was taken unwell with coronavirus symptoms does not need to go home unless they develop symptoms themselves, or the child subsequently tests positive. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. • All staff and students who are attending school will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested. • Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. • Electronic forehead thermometers are available in the Reception kitchen and the main school office. 	
<p>Managing Pupil Absence</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • All parents, carers and school staff have a clear understanding of recognised symptoms of Covid-19. Anyone displaying symptoms is not allowed into school. Temperatures taken if necessary. • All parents and carers report reasons for pupil absence. • Office staff record reasons for absence and notify Head or Deputy of any symptoms related to Covid-19. • Parents and carers engage with NHS 111 for relevant testing if displaying symptoms. • Anyone in school who becomes unwell is sent home immediately. If a child is awaiting, collection procedures from 'Pupils becoming ill during the school day' are followed. 	<p>Leadership team Office staff</p>
<p>Pastoral support</p> <p>Managing risk of infection from Covid-19 while addressing pastoral needs of all children.</p>	<ul style="list-style-type: none"> • Members of the well-being team available in school for support as and when required. Staff from the well-being team to maintain appropriate distancing from individuals so as to maintain the integrity of the class 'bubbles'. 	<p>Pastoral team</p>

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<p>Peripatetic teachers and support services</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • Peripatetic teachers (music) and external support services re-engaged on an appropriate time scale no earlier than Monday 21st September. • Small group lessons take place in suitable rooms to allow for distancing between pupils. • Any visiting staff to maintain a safe distance from all pupils so as to maintain the integrity of the class 'bubbles'. 	<p>Leadership team</p>
<p>Breakfast and After School clubs</p> <p>Risk of infection from Covid-19 for children and staff</p>	<ul style="list-style-type: none"> • Pupils registered for Breakfast or After School Club (maximum 16 pupils) wash hands on entry and exit. Appropriate distancing promoted within each group through relocation of both clubs to dining room. • Guidance for suitable activities taken from the 'Curriculum and activities' section of this risk assessment. • Guidance for keeping pupils and staff safe taken from the 'Pupils' and 'Staff' sections of this risk assessment. • Guidance on appropriate cleaning and hygiene taken from the 'Cleaning and hygiene' section of this risk assessment. 	<p>Leadership team</p> <p>Club staff</p>
<p>Monitoring and Review</p>	<ul style="list-style-type: none"> • Members of the school leadership team will monitor the implementation of this risk assessment over the course of each week in school. Any issues will be reported directly to the Head or Deputy. • For the safety and protection of the entire school community, all staff are expected to report any non-compliance with this risk assessment to their departmental leader. • This risk assessment will be formally reviewed in response to any new guidance that is issued at either a local or national level. 	<p>Leadership team</p>

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	<ul style="list-style-type: none">• A formal review of this risk assessment will take place towards the end of the first half term (autumn 1) so that any adjustments can be made ready for the second half of the term (autumn 2).	
Relevant Guidance	<p>https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools</p> <p>https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</p> <p>https://www.rcpch.ac.uk/resources/covid-19-shielding-guidance-children-young-people#children-who-should-be-advised-to-shield</p> <p>https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing#clinically-vulnerable-people</p> <p>https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19</p>	