

Risk Assessment

Increasing Student Numbers at Birchwood Community High School and Birchwood College

The following risk assessment has been written using the latest guidance from government, Warrington Borough Council and Wirehouse Employer Services (the school’s specialist health and safety advisors). The links below provide further information which may be a useful reference to understand the measures school will be taking when we welcome back more students.

Government Guidance on measures for schools to take to protect students and staff

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>

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SCHOOL:	Birchwood Community High School
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RISK SCORING

Each hazard is scored using the matrix below. A risk rating score should be given in light of the **Existing Control Measures** and then this should be revised following the application of the Mitigation Action Taken.

The risk rating score is based on the **Severity of the Risk x the Likelihood**.

SEVERITY OF RISKS (S)		LIKELIHOOD (L)					RATING (RR) = L x S	
		1	2	3	4	5		
		Rare	Unlikely	Possible	Very Likely	Almost certain	Low (L) 1-8	No further actions required
1	Insignificant	1	2	3	4	5		
2	Low	2	4	6	8	10	Medium (M) 9-15	Further control measures required and implemented before proceeding
3	Tolerable	3	6	9	12	15		
4	Major	4	8	12	16	20	High (H) 16-25	Do no proceed
5	Intolerable	5	10	15	20	25		

HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
Building and Systems not maintained prior to opening	<ul style="list-style-type: none"> Lack of statutory inspection, testing, servicing could lead to poorly maintained equipment, injury from faulty equipment or the risk of developing legionella through the lack of water hygiene management. 	✓	✓	✓	<p>Maintenance and servicing is up to date. There is no equipment which without up to date statutory testing. This includes hot and cold water systems, gas safety, fire safety, kitchen equipment, lifts, security equipment and ventilation.</p> <p>Water hygiene measures in line with the legionella risk assessment have been maintained whilst the building has been partially closed.</p>	2 x 4 = 8	L	<p>Carry out a visual inspection prior to opening building to identify any hazards that could pose a risk to users of the building</p> <p>Carry out a deep clean of buildings which have been closed.</p> <p>Ensure water hygiene measures are followed in restoring changing rooms from test centre to original use.</p>	2 x 4 = 8	L
Lack of communication with parents/carers and staff members	<ul style="list-style-type: none"> Parents/carers may feel anxious about their child returning back to school or may not want child back to school due to lack of information on the controls in place to manage the risk of Covid-19. Staff may feel anxious about returning to school due to lack of information provided or the 	✓	✓		<p>Parents and carers are given regular updates from school via letters home, text messages, social media and telephone calls. They are notified of measures in place in school to protect students.</p> <p>Regular communications for all staff to ensure awareness of procedures implemented in school.</p>	2 X 3 = 6	L			

HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
	expectation placed on staff on returning back into the workplace.				<p>Off site visits are suspended indefinitely.</p> <p>Individual risk assessments carried out with staff who have shielding or who requested a risk assessment.</p> <p>Pupils to receive information and training on the measures in place in school.</p> <p>Provide all staff information on the measures the school are taking to ensure their health and safety once school opens.</p> <p>Ensure arrangement for SEND pupils are discussed with Parents/Carers and individual assessment undertaken to identify provision required for child before extended opening of school begins.</p> <p>Ensure regular 1-1 or time to talk sessions are held with staff to discuss workloads, address any concerns and provide support, also to ensure that the wellbeing of staff members is not being affected.</p> <p>Share regular communication of mental health information and open door policy for those who need additional support. See GOV.UK Guidance for the public on the mental health and wellbeing aspects of coronavirus</p>					
Staffing levels	<ul style="list-style-type: none"> Lack of staff available to teach or carry out required tasks in school 	✓	✓		<p>Staff have been informed that they must only attend work if they not exhibiting any symptoms of COVID-19 and have no reason to self-isolate due to others in their household exhibiting symptoms.</p> <p>Arrangements are in place for members of staff identified as critically vulnerable or critically extremely vulnerable, or who live in</p>	3 x 4 = 12	M	Critically extremely vulnerable staff will be asked to work from home in line with government guidance.	2 x 4 = 8	L

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>the same household as someone in these categories, to the effects for COVID-19.</p> <p>Arrangements are in place for new and expectant mothers to minimise their risk of contracting COVID-19.</p>					
Lack of Fire Wardens & First Aid Provision	<ul style="list-style-type: none"> Unable to provide adequate first aid or able to supervise fire evacuation procedure. 	✓	✓	✓	<p>Fire warden provision will be covered by the office and premises staff with sufficient numbers to provide contingency cover.</p> <p>First aid will be covered by pastoral staff in the first instance with office staff acting as a back up.</p> <p>Posters displayed around school to show where to find first aid and fire wardens.</p> <p>The emergency evacuation procedure is to be followed and staff should be aware this takes precedence over COVID-19 procedures for social distancing. Once at assembly points social distancing should be re-introduced.</p>	3 x 4 = 8	L			
Unable to maintain social distancing measures and mixing of pupils on home to school transport / public transport	<ul style="list-style-type: none"> Direct transmission of COVID-19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Parents have been advised to follow the government guidance on using public transport. Students who can travel to school using alternative methods are doing so.</p> <p>Ensure parents and children and young people are aware of the recommendations set out in the Coronavirus (COVID-19): safer travel guidance for passengers (including avoiding peak times) when planning their travel.</p> <p>Advise children and young people to remain 2 meters apart on school transport where possible.</p>	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>Advise children and young people to wash their hands for 20 seconds prior to getting on the bus and after getting off – if they do not have access to washing facilities advise them to use hand sanitizer.</p> <p>Avoid use of the school minibus. Where it must be used, cordon off seats and eliminating face-to-face seating, where vehicle capacity allows, to help passengers spread out.</p>					
Mixing of staff and non-adherence to social distancing measures during the arrival to and departure from school	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Staff to wash their hands on arrival and prior to leaving the school. Use hand sanitiser where hand washing is not available.</p> <p>Handwashing posters placed in washroom facilities around school.</p> <p>Advise staff to adhere to the social distancing measures and remain 2 meters apart at all times including when entering and exiting the building and during the school day.</p> <p>Hand sanitizer at reception area for visitors and in classrooms.</p> <p>Regular communication with staff about the importance of social distancing outside the classroom.</p> <p>Information and advice for pupils on the importance of going straight home from school.</p>	2 x 4 = 8	L			
Mixing of parents and carers / children and young people and non-adherence of social distancing measures during the drop off and collection times	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Use of separate gates for year groups at the start and end of the school day.</p> <p>Students to go straight to form rooms on arrival in school.</p> <p>The vast majority of students come to school without their parent/carer.</p>	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>Members of SLT and other staff on duty at the front of school to avoid gathering of groups.</p> <p>Where possible parents to avoid picking up their children.</p> <p>Parents picking up their children must remain in their car or if walking well away from the front of school and meet their child at an agreed location.</p> <p>Only parents who are symptom free and or have completed the required isolation periods will be able to drop off or collect their child.</p> <p>Aim to limit drop off and pick up to one parent per family.</p>					
<p>Unable to maintain social distancing measures in the classroom</p>	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Classrooms used will be of adequate size to achieve social distancing of 2m between staff and students.</p> <p>Classrooms to be re-arranged where possible to allow forward facing seating.</p> <p>Remove unnecessary items from classrooms and other learning environments where there is space to store it elsewhere</p> <p>Class room doors and toilet doors wedged open to limit contact where safe to do so. Fire doors will not be wedged open.</p> <p>Water fountains to be turned off to reduce risk of transmission. Pupils to bring own water bottle in.</p> <p>Provide hand sanitiser, spray and blue roll, and tissues in classrooms and other learning environments as appropriate.</p> <p>Open windows within classroom to enable ventilation, but consider</p>	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>students with any medical conditions such as hay fever or allergies.</p> <p>Face Coverings to be worn by staff and students around school except where exempted following parental request.</p>					
<p>Unable to maintain social distancing measures and mixing of pupils and staff whilst moving around the building</p>	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Strict adherence to one way system for all students and staff at lesson change overs and start and end of day.</p> <p>Stagger break and lunch times for key stages to reduce opportunities for contact between year group bubbles.</p> <p>Year groups to have separate designated toilets, canteens and gathering areas for break and lunchtimes.</p> <p>Access to rooms should be directly from outside where possible</p> <p>Water fountains to be turned off to reduce risk of transmission.</p> <p>Ensure supervision is in place to ensure social distancing measures are being followed. (where social distancing allow)</p> <p>Face Coverings to be worn by staff and students around school (including in classrooms) except where exempted following parental request.</p> <p>Procedures to be put in place for the safe use of lifts (limit the number of persons that can use the lift at any 1 time taking into consideration social distancing).</p> <p>Consider measures required to accommodate any specific students that may need assistance to move around school (Provide support member of</p>	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					staff, limit number of staff contact, PPE, limit movements where possible).					
Higher risk of contamination if pupils and staff use shared equipment and resources	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Limit the amount of shared resources in use by removing activities that require it.</p> <p>No sharing or exchange of take-home resources between pupils and staff.</p> <p>Limit the sharing of stationery and other equipment.</p> <p>Clean shared materials and surfaces more frequently.</p> <p>Ensure that practical lessons can only go ahead if equipment and classroom can be cleaned thoroughly between cohorts using it.</p> <p>Antibacterial wipe and/or spray and blue roll in every room so desks and equipment are regularly wiped down.</p>	2 x 4 = 8	L			
Higher risk of contamination if pupils and staff use shared spaces	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Stagger the use of staff rooms and offices to limit occupancy.</p> <p>Stagger break and lunch times for key stages to reduce opportunities for contact between year group bubbles.</p> <p>Year groups to have separate designated toilets, canteens and gathering areas for break and lunchtimes.</p>	2 x 4 = 8	L			
Higher risk of contamination if pupils and staff use shared outdoor spaces and equipment	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Stagger the use of outdoor areas for breaks, lunch times and outdoor activities.</p> <p>Ensure that outdoor are supervised to ensure that social distancing measures are maintained.</p>	2 x 4 = 8	L			
Mixing of pupils during break and	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity 	✓	✓		Stagger break and lunch times so that different cohorts of pupils don't mix	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
lunch times and maintenance of social distancing measures	<p>to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)</p> <ul style="list-style-type: none"> Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 				<p>Ask pupils to clean their hands before hand.</p> <p>Year groups to have separate designated toilets, canteens and gathering areas for break and lunchtimes.</p> <p>Clean tables and chairs used for lunch between each group</p>					
Mixing of staff and pupils whilst providing school meals	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Cleaning products and hand sanitiser are available for use by the school meals staff.</p> <p>All staff and students wash their hands before and after eating.</p> <p>Consider use of staff room kitchens or equipment to identify if there is a need to retain and use or whether to remove. If equipment is retained i.e. kettles, fridges microwave - these all must be cleaned thoroughly after each use.</p> <p>Utensils (plates, cups, knife, forks and spoons) consider removing from staff room. Staff to bring own utensils in and retain with personal belongings.</p> <p>Dirty plates and utensils must not be left in sinks or the kitchen and should be washed straight after use and then retained with personal belongings.</p> <p>Enhanced cleaning regime will be required in staff room / kitchen areas used by staff.</p>	2 x 4 = 8	L			
Mixing of pupils/staff during visits to toilets and hand washing facilities	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Ensure that toilets do not become crowded by limiting and supervising the number of children who use the toilet facilities at one time</p> <p>Stagger access to toilets and hand washing facilities</p>	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>Advise pupils and staff to wash their hands for 20 seconds using warm water and soap</p> <p>Place poster within the building on handwashing procedures to be followed</p> <p>Ensure adequate supply of soap and water available, this must be replenished throughout the day to ensure constant supply available.</p> <p>Ensure adequate supply of paper towel or hand blowers are in good working order.</p>					
Unable to maintain social distancing measures during contact sport and physical education lessons	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>PE lessons to be delivered in line with national guidance.</p> <p>Lunchtime football to be allowed in separate year groups with no mixing between groups.</p>	2 x 4 = 8	L			
Pupils and staff are at higher risk of severe illness if they do not maintain social distancing / follow medical advice	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Information, guidance and training provided to staff on the measures in place in school.</p> <p>Information, guidance and reminders provided to pupils on the measures in place in school.</p> <p>Communication of measures in place in school to parents and carers.</p>	2 x 4 = 8	L			
Risk of infecting pupils and staff if symptomatic pupils and staff are not managed in line with the guidance	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓		<p>Ensure that staff are aware of the process for sending home pupils if they become unwell with COVID-19 type symptoms.</p> <p>Staff to follow school procedure. If a child is awaiting collection:</p> <ul style="list-style-type: none"> Move them to the office A3A on the admin corridor where they can be isolated behind a closed door. Check on them child regularly Open a window for ventilation 	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<ul style="list-style-type: none"> • If they need to go to the toilet, they should use the toilets at receptions. • The room and toilets should be cleaned and disinfected using standard cleaning products before being used by anyone else. • PPE should be worn by staff caring for the child while they await collection if a distance of 2m cannot be maintained, such as for administering first aid. • Call 999 if they are seriously ill or injured or their life is at risk. • If a member of staff has helped someone who was unwell with COVID-19 type symptoms, they do not need to go home unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive. • They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. • Clean the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settings guidance. 					
Visitors do not adhere to social distancing measures put in place	<ul style="list-style-type: none"> • Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) • Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 			✓	Limit meetings in school to essential meetings. Hand sanitiser available in reception for all visitors. Encourage potential visitors to contact the schools remotely rather than visiting the school. Limit the number of visitors at any one time. Provide a specific time window for essential visits to school. Maintain a record of all visitors, including contact details	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
Delivery of inbound good - ineffective infection control and increased risk of infection	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	Attendance to the premises should be restricted to students and staff as far as practically possible. Where a meeting is deemed essential stringent social distancing should be adhered to. Deliveries to school should only be for essential items. Where possible delivery drivers should not enter the school buildings, although school will always make toilet facilities available on request. Where this is unavoidable, social distancing measures should be followed.	2 x 4 = 8	L			
Cleaning - ineffective infection control and increased risk of infection	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Additional cleaning requirements and hours agreed with provider. Where appropriate, PPE should be provided for staff with responsibilities for cleaning (See PPE).</p> <p>Deep cleans of the building are put into place where there is a confirmed case of COVID-19.</p> <p>Frequently touched surfaces are cleaned frequently with detergents and bleach.</p> <p>Books, desks, chairs, doors, sinks, toilets, light switches, bannisters, are cleaned more regularly than normal.</p> <p>Spaces are well ventilated using natural ventilation (opening windows) or ventilation units</p> <p>Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation. Additional written procedure should be produced and shared with staff regarding the closing procedures of fire doors, a copy of the procedure should be placed with the fire risk assessment and included in the fire evacuation procedure.</p> <p>Checks to be made throughout the day to ensure adequate supply of soap and</p>	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
					<p>water available in all, and sanitiser in strategic points around school.</p> <p>Checks to be made that adequate supply of paper towels or hand blowers available (in good working order) to dry hands.</p> <p>Place hand sanitiser in reception area for visitors and in strategic placement around school for staff and pupils (supervision may be required for younger pupils).</p> <p>Check rubbish bins are emptied throughout the day – consider using bins with lids with operated foot pedals.</p> <p>Cleaning products and gloves to be made available for use in specific areas of school.</p> <p>Procedure to be identified in school where urgent assistance is required in a classroom with cleaning.</p>					
Lack of Personal Protective Equipment	Lack of PPE when having to undertake a task where social distancing measures cannot be met.	✓	✓	✓		4 x 4 = 16	H	<p>Where 2m social distancing cannot be met between staff and students it is essential that further measures are introduced to minimise the risk. These include the use of visors and face masks.</p> <p>School to keep a stock of PPE for administering first aid to staff and pupils exhibiting symptoms of COVID-19 where 2m social distancing cannot be maintained.</p> <p>Staff must be instructed on how to put on and remove any PPE provided safely and how to dispose of them safely.</p> <p>Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and</p>	2 x 4 = 8	L

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
							<p>practice good hand hygiene behaviours.</p> <p>If working in close contact with a pupil or member of staff and carrying out an aerosol generating procedure an IIR2 mask should be used as a minimum. See GOV.UK guidance regarding personal protective equipment.</p> <p>Face Coverings to be worn by staff and students around school (including in classrooms) except where exempted following parental request.</p> <p>Hands should be washed for 20 seconds or hand sanitiser should be used before putting face covering on. Handwashing should be continued throughout the day.</p> <p>Avoid touching the face covering whilst being worn.</p> <p>Face covering should be changed if it becomes damp or if you have touched it.</p> <p>Change and wash face covering at least daily. (and if appropriate depending on material should be washed after use)</p>			
Reporting of injuries, Diseases and Dangerous Occurrences to the HSE	Lack of reporting to the HSE any incident in work that has led to the possible exposure of covid-19	✓	✓	✓	RIDDOR to be informed when notified of a confirmed case which is diagnosed as attributable to occupational exposure to coronavirus. See HSE guidance re RIDDOR and Coronavirus (COVID-19)	2 x 4 = 8	L			

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		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
Lettings of school facilities leads to increased risk of transmission of infection	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Separate risk assessments for indoor and outdoor lettings.</p> <p>Maximum capacities established for all internal spaces available for hire.</p> <p>Updated conditions of hire confirming hirers responsibilities.</p> <p>Communication with hirers of their responsibilities under government COVID-19 rules.</p> <p>Risk assessments to be carried out by all indoor bookings demonstrating compliance with appropriate guidance, e.g. Sport England Return to Play protocols.</p>	2 x 4 = 8	L			
Failure to manage a confirmed case effectively leads to an outbreak of coronavirus in school	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Procedures in place for managing a confirmed case are written in step by step format to ensure they can be picked up by more than one individual.</p>	2 x 2 = 8	L			
Poor ventilation of rooms during the winter months leads to outbreak of coronavirus in school.	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	<p>Follow guidance from DfE on ventilation in classrooms.</p> <p>Encourage students and staff to keep windows open throughout the winter months and wear appropriate clothing to stay warm.</p>	2 x 2 = 8	L			

HAZARDS	POTENTIAL HARM	PERSONS AT RISK (tick as appropriate)			EXISTING CONTROL MEASURES	RISK RATING	L/M/H	MITIGATING ACTION INTRODUCED	NEW RISK RATING	RESIDUAL RISK
		STAFF	PUPILS	VISITORS		L x S = RR			L x S = RR	L/M/H
Failure to identify asymptomatic cases leads to increase in transmission in school	<ul style="list-style-type: none"> Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 	✓	✓	✓	Provide 3 onsite tests for all students followed by home testing twice each week. Provide home testing kits for staff from 8 March. See separate risk assessment for test centre set up and operation.	2 x 4 = 8	L			