

## Vallis First School (160)

### Risk Management - Assessment Report

**Risk Area:**

COVID-19

**Assessment Framework:**

September 2020 COVID-19: Travel and Transport

**Work Area or Activity:**

School drop off and collection arrangements

**Competent Person**

Jacky Ankerman

**Groups Affected:**

Parents, children and staff

**Notes:**

Inclusion of face mask wearing on school site.

This is a review of an assessment carried out on 04/09/2020

**Assessed on:**

This is a review of an assessment carried out on 29/10/2020

**To be Reviewed on:**

06/01/2021  
19/02/2021

Risk Rating:

Below 9 - Low Risk  
9 to 14 - Medium Risk  
15 or above - High Risk

What are the Hazards?	What is already being done?	Is this considered satisfactory?	Risk Findings
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?	A socially distanced system for Parents/carers with staggered drop off and collection times and points is in place as per the September plan. All Year Groups will enter and exit via appointed doors. Parents have been asked to wear face masks when on our school site including when queuing to drop off and pick up their children. Any parents/carers wishing to speak to a member of the school office staff should come to the school office one at a time, preferably wearing masks, and do so through the glass screen unless the query can be resolved by email or a phone call. If a discreet or CP matter needs to be discussed, Haven room is available for such distanced but private meetings but must be accessed via the medical room.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Have parents, staff and pupils been encouraged to walk or cycle to school wherever possible, use 'walking buses' and safer cycling routes?	The school has always encouraged parents to walk, cycle or scoot to school and we will continue to give access to our scooter storage areas.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Have you contacted your local transport operator to discuss and agree arrangements for collection and drop-off of pupils where dedicated school transport is provided?	The school currently has no dedicated transport to bring or collect pupils from school. We do not intend to resume our swimming sessions until next year which will require coach travel.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Are there procedures in place for the removal of face coverings, for those who wear them, when pupils and staff arrive at school? This can include indicating the correct removal procedures, handwashing and disposal/plastic bags for re-use.	If parents wish their child to wear a face covering in school, they will need to ensure they have taught their child how to put the mask on and take it off and provide a bag or container for the mask to be kept in when it is not being worn, i.e. when eating. All children will be asked to handwash thoroughly and regularly.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6

Jacky Ankerman

Signed *Jacky Ankerman*

Dated *6/11/21*

Co-ordinator

Signed *M. Williams*

Dated *6/11/21*