



Vallis First School (160)

Risk Management - Assessment Report

Risk Area:

COVID-19

Assessment Framework:

September 2020 COVID-19: Classrooms

Work Area or Activity:

Classroom protocol during COVID-19

Competent Person

Jacky Ankerman

Groups Affected:

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

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

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

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

This is a review of an assessment carried out on 06/01/2021

This is a review of an assessment carried out on 06/01/2021
It was marked as 'nothing had changed' by Jacky Ankerman on 03/03/2021

This is a review of an assessment carried out on 03/03/2021

This is a review of an assessment carried out on 28/05/2021

28/05/2021
01/09/2021

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 there arrangements in place to keep class groups kept separate from other groups e.g. no school assemblies, collective worship, staggered lunchtimes and playtimes etc?	The integrity of classroom Bubbles is maintained through the day including staggered pick up/drop off times, but excluding playtimes and lunchtimes which will now allow classes in the same Year groups to play together. There will be no assemblies or indoor gatherings.	Yes	Severity: Likelihood: Risk Rating: Severity: Likelihood: Risk Rating:
Are there arrangements in place to keep class groups kept separate from other groups e.g. no school assemblies, collective worship, staggered lunchtimes and playtimes etc?	The integrity of classroom Bubbles is maintained through the day including staggered pick up/drop off times, but excluding playtimes and lunchtimes which will now allow classes in the same Year groups to play together. There will be no assemblies or indoor gatherings.	Yes	Severity: Likelihood: Risk Rating: Severity: Likelihood: Risk Rating:
Are there arrangements in place to keep class groups kept separate from other groups e.g. no school assemblies, collective worship, staggered lunchtimes and playtimes etc?	The integrity of classroom Bubbles is maintained through the day including staggered pick up/drop off times, but excluding playtimes and lunchtimes which will now allow classes in the same Year groups to play together. There will be no assemblies or indoor gatherings.	Yes	Severity: Likelihood: Risk Rating: Severity: Likelihood: Risk Rating:
Are there arrangements in place to keep class groups kept separate from other groups e.g. no school assemblies, collective worship, staggered lunchtimes and playtimes etc?	The integrity of classroom Bubbles is maintained through the day including staggered pick up/drop off times, but excluding playtimes and lunchtimes which will now allow classes in the same Year groups to play together. There will be no assemblies or indoor gatherings.	Yes	Severity: Likelihood: Risk Rating: Severity: Likelihood: Risk Rating:

Are teaching staff, including classroom support staff, aware that they must stay 2m away from others wherever possible, or minimise time spent with an individual within 1 metre of them?	Teaching and Support staff have worked with pupils since lockdown began and are therefore aware how to keep safe distance and minimise contact with others in the classroom.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Have you designed the layout of the classroom to maximise social distancing e.g. desk spacing, forward facing desks?	We have moved tables in our Year 3 and Year 4 classrooms so that they are all forward facing and suitably spaced apart. Our Foundation Stage and Year 1 and 2 classes are following continual provision practice which enables greater movement around class areas for different activities. Access to all these activities will all be maintained within the classroom Bubble.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Have you maximised ventilation in the classroom e.g. opening windows, maximum flow on ventilation systems etc. (noting that fire doors must remain closed)?	Our risk assessment requires windows to be safely open and classroom doors to be wedged open to maintain maximum airflow.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
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, minimising movement around the premises, corridor dividers?	The school remains taped with directional arrows and signage. There will be minimal movement around the corridors or school building. Each Year Group will have an allocated toilet - FS are to use their toilets, KS1 are to use the external toilets and KS2 are to use the internal toilets. Children will be encouraged to only use the toilet when needed. Toilets will be regularly sanitised during the day by LSA's. All Year Groups will exit via their external doors. A socially distanced system for Parents/carers with staggered drop off and collection points will be in place along with a request to wear masks. Where our building has thin corridors i.e. between the staffroom and Voyager class, staff should adhere to a one person at a time principle. All staff are to wear face masks when moving around the school building. Everyone should stay to the left side when moving around school.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Have you considered strategies for children with additional needs to support them understanding the new processes e.g. routes around the classroom/building in braille, meaningful symbols, supported learning to understand the new systems in place?	Our SENCO has put any necessary systems in place to support pupils with additional needs.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Have you considered catering and lunchtime provision arrangements?	In our September plan, we allowed for a return to our hot meals service. This means that only pupils having hot meals will be in our school hall, all other children will eat sandwiches in their classrooms. Dining tables will be distanced and sanitised between uses.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Have any areas shared by staff been adapted to ensure social distancing is maintained e.g. staff rooms, offices etc?	Use of the staff room is being minimised and staff have been asked to continue to bring in flasks of drinks rather than use communal facilities. Social distancing is to be adhered to if staff should meet in the staffroom. Soft furnishings have been removed.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Has each individual child been allocated their own stationary and secured in separate named storage e.g. zipper bags, trays?	Pupils will have their own resources kept in their own named trays. We will avoid as much as possible using resources that need to be shared.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Is outdoor playground equipment cleaned frequently, including those used indoor and outdoor by wraparound care providers?	The use of outdoor equipment will be used on a weekly rota basis and sanitised at lunchtimes. Our lunchtime sports coach and after school childcare provider have introduced protocols that also require sanitising of equipment after use.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Is there a system in place to record the names of pupils and teaching staff/support in their social 'bubbles'?	The September plan names all staff and their designated Bubble throughout their working day. Children will be in their class Bubbles so a twice daily attendance register will record that information. The staff deployment plan gives further details of where staff are placed.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Has space been identified for pupils who need to be withdrawn from the classroom for whatever reasons?	Satellite class remains a safe space for any pupils who need to be removed from their classroom Bubble. Satellite classroom can safely hold a maximum of 6 children whilst maintaining social distancing and has a nominated full time member of staff who is not attached to any other Bubbles.	Yes	Severity: Likelihood: Risk Rating:	3 2 6
Has consideration been given to outdoor learning for pupils?	When on site Forest School sessions resume, children will need to be selected with peers from within their own Bubble to ensure integrity of classroom Bubbles are maintained. Teachers are also	Yes	Severity: Likelihood:	3 2

aware that their assigned playground may be used as an outdoor learning space

Risk Rating:

6

Jacky Ankerman

Signed

Dated

Co-ordinator

Signed *Mr. Ankerman*

Dated *28/5/21*

Copyright:- This Assessment is to be used for activities which are organised by, or participated in by, individuals associated with the Establishment identified in the title block or other establishments federated with it.