

## Vallis First School (160)

### Risk Management - Assessment Report

**Risk Area:**

COVID-19

**Assessment Framework:**

September 2020 COVID-19: Public Health Safety Measures

**Work Area or Activity:**

Public Health measures during COVID-19

**Competent Person**

Jacky Ankerman

**Groups Affected:**

Parents, children and staff

**Notes:**

This is a review of an assessment carried out on 06/09/2020

This is a review of an assessment carried out on 07/09/2020

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

28/05/2021

01/09/2021

**Risk Rating:**

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

**Assessed on:**

**To be Reviewed on:**

**What are the Hazards?**

Are staff, parents, guardians and students informed not to come into school should they suspect that they display any of the symptoms or have tested positive to Covid-19?

**What is already being done?**

Staff and parents/carers have and will be continue to be informed very clearly not to come to school if they or their child is displaying any symptoms of COVID-19. The school now has Lateral Flow testing kits available for staff or parents if they cannot get a test through the NHS route.

**Is this considered satisfactory?**

Yes

**Risk Findings**

Severity: 3

Likelihood: 2

**Risk Rating: 6**

Do you ensure regular and frequent breaks are incorporated throughout the day, so that staff and students can wash their hands whilst in school? If hand sanitizer/skin friendly skin cleaning wipes are used there is a risk of them being stolen. Ensure that only 50 litres of hand sanitiser is stored on the premises. This does NOT include that which is in use around the school.

We have organised breaks throughout the day for each classroom. Hand washing will be actively encouraged throughout the day including upon arrival to school and before leaving at the end of the school day. Hand sanitiser will only be used if there is no soap and water available because the washing actions of soap and water are deemed more effective against the virus than sanitiser. There will be bottles of sanitiser available for all classrooms and sanitising spray for the toilets.

Yes

Severity: 3

Likelihood: 2

**Risk Rating: 6**

Are there posters/notices around the school to encourage and remind everyone to good hygiene?

There are posters around school to remind about hand washing and social distancing.

Yes

Severity: 3

Likelihood: 2

**Risk Rating: 6**

Have you ensured that the school has a regular supply of soap, anti-bacterial gel, hand sanitiser, skin friendly skin cleaning wipes and cleaning products and that there are sufficient supplies in the school reflecting the increased usage?

We should have sufficient supplies but this will be reviewed weekly to monitor usage rates.

Yes

Severity: 3

Likelihood: 2

**Risk Rating: 6**

Do you ensure the cleaning of well used surfaces is increased? e.g. Door handles, communal areas, classroom-based resources etc?

The Premises team will continue to ensure that these areas are well cleaned. There are few communal spaces (staffroom and staff toilets) as use of communal spaces are being actively discouraged. Doors being propped open removes the need to use door handles but they will still be regularly sanitised. Classrooms are to leave hard surfaces ie desks and sink surrounds as clear as possible to allow efficient sanitising.

Yes

Severity: 3

Likelihood: 2

**Risk Rating: 6**

Have you made cleaning equipment available for staff to use to clean equipment in between group activities? Is this cleaning equipment stored securely in a locked cupboard and clearly labelled?	There will be cleaning equipment available in every classroom, stored safely in a high level cupboard. Any bottles containing cleaning mixes will be clearly labelled as such. Each Key Stage also has access to a steam cleaner which should be used regularly when pupils are not on in the classroom to sanitise either resources, soft or hard surfaces.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Have you made arrangements with cleaning providers for additional cleaning?	Our Premises team continue to clean all the rooms throughout the building. Teachers and Teaching Assistants are responsible for regularly sanitising their Key Stage toilets throughout the day and classroom based resources and hard surfaces (ie. pupil tables and chairs) at the end of the day. We have an available extra member of cleaning staff if we need to increase our end of day cleaning hours.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Are you aware of the correct procedures in response to a suspected and/or diagnosed infection within the school i.e. contacting the Health Protection Team who will then initiate an assessment and NHS test and trace? Useful flowcharts, further advice and template letters can be found at <a href="http://www.supportservicesforeducation.co.uk/Page/17461">http://www.supportservicesforeducation.co.uk/Page/17461</a>	The Headteacher is aware of protocols regarding notifying Public Health England if we have a confirmed case of COVID-19 among either our staff, pupils or parents/carers.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Are arrangements in place should a member of staff or child fall ill? This should include isolation in a well-ventilated room behind a closed door where possible, or an area at least 2m away from others whilst waiting to leave the school and informing staff, parents and guardians to follow current guidance provided by NHS/Public Health?	If a member of staff or pupil should fall ill they will be moved outside via the quickest route for isolation. Parents/carers will be contacted immediately and the child/adult removed from the premises ASAP.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Are there risk assessments in place to support those children with complex needs and the staff that support them?	The school SENCo has risk assessments in place for all our pupils with complex or additional needs. These have been shared with all relevant Teaching and Support staff.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
If provided with a home testing kit, is the school aware under which circumstances these should be given out?	The Headteacher is aware of current guidance prevalent to giving out any of our limited stock of testing kits.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Does the school have sufficient handwashing/hand sanitisation facilities to cater for all pupils and staff?	Hand sanitiser will only be used if there is no soap and water available because the washing actions of soap and water are more effective against the virus than sanitiser. There will however be bottles of sanitiser available in all used classrooms for use by adults. The school office also has hand sanitiser available for visitors use.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Are there arrangements in place to provide a supply of tissues in every classroom and other work areas?	Tissues will be supplied to all classrooms. Each classroom will also have access to gloves, disinfectant spray, disposable paper roll and stergel in case any coughs/sneezes etc. need to be cleaned up. Good hygiene around catch it, bin it, kill it will be part of the regular ethos.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
Are paper towels and bins available in toilet/washroom areas?	Every toilet and classroom has a stock of paper towels. All bins in classrooms and toilet areas will be lined and emptied at the end of each day in a sealable bin bag.	Yes	Severity: Likelihood: Risk Rating: 3 2 6
What arrangements are in place for emptying and sanitising bins regularly and for keeping bin contents in a secure area prior to collection?	All our classroom bins will be lined with the handle black sacks. These will be safely removed and replaced daily by the Premises team and held securely in our bin compound until our weekly bin collection.	Yes	Severity: Likelihood: Risk Rating: 3 2 6

Jacky Ankerman

Signed .....

Co-ordinator

Signed .....

Dated .....

Dated 28/5/22

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