



Vallis First School (160)

Risk Management - Assessment Report

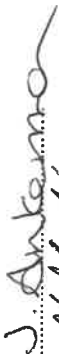
Risk Area: COVID-19
Assessment Framework: COVID-19: Step 4-School Opening September 2021
Work Area or Activity: Step 4 school reopening
Competent Person: Jacky Ankerman
Groups Affected: Parents, children and staff

Notes:	Assessed on:	To be Reviewed on:	What is already being done?	Is this considered satisfactory?	Risk Findings		
					Severity:	Likelihood:	Risk Rating:
Do you know where to locate your school's contingency plan? Reference to dealing with major incidents and updating your contingency plan can be found in the Burgundy Pack and provides useful links to public health contacts relating to coronavirus https://tinyurl.com/5umt9rkx	02/12/2021	28/02/2022	A paper copy of our Business Continuity Plan and the Somerset Model Outbreak Management Plan is held in the school office. The school follows the guidance in both these documents and this Risk Assessment holds extra information that forms our COVID contingency plan.	Yes	2	2	4
Have you updated your Business Continuity Plan to incorporate disruption due to coronavirus? A Business Continuity template can be found at https://tinyurl.com/5umt9rkx			The Business Continuity Plan will be updated during the Autumn term 2021.	Yes	2	2	4
Are you aware of the DfE Coronavirus helpline should you have any queries regarding Covid-19 in schools or educational establishments? The contact number for this service is 0800 046 8687.			All members of SLT are aware of the helpline.	Yes	2	2	4
Are you aware that Somerset has a Covid-19 advice page for schools and educational settings, located on the Support Services for Education website: https://tinyurl.com/44wk3njy			The School Business Manager is aware of and checks this page regularly. In the event of an outbreak, the helpline will be used for any queries.	Yes	2	2	4
Are you regularly reviewing and updating your risk assessments as circumstances within the school change and public health advice changes?			Risk assessments are regularly reviewed by the Headteacher and School Business Manager.	Yes	2	2	4
Do you have active arrangements in place to monitor whether the controls in your risk assessments are effective and working as planned?			The Headteacher and School Business Manager monitor controls that are in place throughout the building regularly.	Yes	2	2	4
Do you have plans in place if you are required to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups?			We have reintroduced class or Year group bubbles whilst children are inside the school building. Class tables have been reintroduced in the hall at lunchtime with sanitising between uses. If we have to return to class bubbles throughout the school we would refer back to the risk assessments and models that were followed during earlier periods.	Yes	2	2	4
Are you ensuring that pupils and staff are washing their hands regularly?			All classrooms and toilets have substantial handwashing supplies and children are encouraged to wash their hands	Yes	2	2	4

Do you have a sufficient supply of soap and/or hand sanitiser, paper towels etc?	regularly. We continue to buy a high level of all handwashing and classroom cleansing supplies.	Yes	Risk Rating: Severity: 4 Likelihood: 2 Risk Rating: 4
Do you encourage the 'catch it, bin it, kill it' approach? E-bug resources are useful https://tinyurl.com/ubvftuk7	We continue to empty bins every day and seal in plastic sacks used tissues and paper towels.	Yes	Risk Rating: Severity: 2 Likelihood: 2 Risk Rating: 4
Do you have an appropriate cleaning schedule? This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.	Enhanced cleaning of the school is still in place. If an individual shows symptoms of COVID19 in school, areas used by that individual will be cleaned after they have gone home.	Yes	Risk Rating: Severity: 3 Likelihood: 2 Risk Rating: 6
Have you identified poorly ventilated areas in your school and taken steps to increase fresh air flow to these areas? This can include when holding events and areas where there is an increase in visitors, such as school plays.	Ventilation is generally good around the school. Staff keep doors and windows open wherever possible to increase air flow.	Yes	Risk Rating: Severity: 2 Likelihood: 2 Risk Rating: 4
When increasing ventilation within a room setting, is the teaching environment still comfortable to teach/learn in?	Co2 monitors are being used to identify areas of concern.	Yes	Risk Rating: Severity: 2 Likelihood: 2 Risk Rating: 4
Have you opened windows and/or doors to increase air flow? This may include external doors, ensuring that they are not fire doors and considering school security.	Whilst it is still warm enough to keep maximum possible ventilation at the moment, it will not be possible to have windows open and still maintain a comfortable temperature in classrooms during winter months. Ventilation is achieved through having doors open and opening windows when rooms are unoccupied.	Yes	Risk Rating: Severity: 2 Likelihood: 2 Risk Rating: 4
Are pupils, staff and other adults aware that they should not come into school if they show COVID symptoms or test positive? Public Health advice in these circumstances should be followed.	External doors to the school cannot be left open and unmanned as this would present to great a threat to school security and the chance of a child leaving our premises.	Yes	Risk Rating: Severity: 3 Likelihood: 2 Risk Rating: 6
Are you aware that whilst staff, pupils and visitors are no longer required to wear face coverings, individuals can still wear face coverings when in school if they wish to do so to protect themselves and others?	This message is given out regularly to staff and families.	Yes	Risk Rating: Severity: 3 Likelihood: 2 Risk Rating: 6
	The school's policy on face coverings is that they are optional for staff when based in their rooms or classrooms. Staff will be made aware that face coverings may be required as part of the school's outbreak management plan. Staff are asked to wear masks in corridors and communal areas and will also be encouraged to wear a face mask if a positive COVID case is diagnosed within their close contacts. Parents are encouraged to wear masks when entering the school building and are not allowed past our reception area. We have halted all assemblies/full school gatherings and reading volunteers until further notice. We do plan to allow parents to view Christmas performances after following advice from the Public Health Somerset but this is subject to conditions which will be in a separate risk assessment.	Yes	Risk Rating: Severity: 3 Likelihood: 2 Risk Rating: 6
Do you have procedures in place if a pupil/staff member develops symptoms during the school day?	If a child develops symptoms; - Classroom staff to notify the school office who will contact the child's parents /carers to arrange collection as soon as possible. - Classroom staff to isolate the child if a space is available, or distance them from the rest of the class if not. If a staff member develops symptoms: - Staff member to notify a member of SLT, so appropriate cover can be arranged. - Staff member to go home as soon as possible. In all cases, the affected individual will be advised to seek a PCR test asap and notify the school of the result. All areas used by	Yes	Risk Rating: Severity: 3 Likelihood: 2 Risk Rating: 6

the individual will be cleaned as soon as possible.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
If the pupil needs to be attended to whilst awaiting collection, are there adequate supplies of PPE for the supervising adult? e.g. aprons, face coverings, gloves.	Yes	Severity: 2 Likelihood: 1 Risk Rating: 2
Are you aware that a pupil/member of staff should not be sent home via public transport, if they are showing COVID symptoms?	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Are there arrangements in place for staff to undertake lateral flow testing?	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Are staff aware of the procedures to follow if a lateral flow test is positive? (i.e. self-isolation, free PCR tests)	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Does the school have a supply of in date PCR tests available? More guidance is available at https://www.gov.uk/government/publications/coronavirus-covid-19-test-kits-for-schools-and-fe-providers/coronavirus-covid-19-test-kits-for-schools-and-fe-providers	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Are you aware of the procedures for school closures should you have an outbreak or are advised to school following guidance from the School's Covid helpline? Details for logging a school closure can be found here: https://tinyurl.com/2hsfj5sk	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Is the school aware that there may be a small minority of Clinically Extremely Vulnerable (CEV) pupils who have been advised not to attend school and have arrangements been put in place for them? (and Individual Risk assessment may be appropriate in these circumstances).	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Do you have arrangements in place to deliver remote learning for those pupils who are self-isolating or who have tested positive for COVID?	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you have arrangements in place to work collaboratively with families and put in place reasonable adjustments so that pupils with special educational needs and disabilities (SEND) can successfully access remote education?	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you have the correct measures in place, following government guidelines, if you are running school holiday clubs or wraparound care provision? https://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
Do you have support mechanisms in place for those pupils who have been affected by the pandemic? Extra support can be found at https://www.gov.uk/guidance/mental-health-and-wellbeing-support-in-schools-and-colleges	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Do you have support mechanisms in place for staff who may show signs of anxiety, stress or concerns raised by the pandemic?	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
Our medical room holds supplies of disposable PPE gear including face masks, visors, gloves and aprons.	Yes	Severity: 2 Likelihood: 2 Risk Rating: 4
We do not have any pupils currently on roll that get to school using public or SCC supplied transport.	Yes	Severity: 2 Likelihood: 1 Risk Rating: 2
The school has a supply of Lateral Flow Tests but staff are also encouraged to make their own arrangements to collect LFT's locally and log their results on the NHS site.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
All staff are instructed to self isolate immediately and inform the Headteacher and School Business Manager of a positive result (including during evenings and weekends). They are also instructed to seek a confirmatory PCR test.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
The school has a small supply of PCR tests for use only if all other testing routes have been exhausted.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
The Headteacher and School Business Manager are both aware of how to report a school closure.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
There are currently no CEV children at the school. An individual risk assessment would be undertaken if a child were to become CEV.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
The school will use remote learning methods put in place during previous lockdowns, i.e. Google classrooms. Laptops may be loaned to children without access to suitable devices at home.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
The SENCo and class teachers will work with individual families and make reasonable adjustments to ensure pupils with SEND can successfully access remote education.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
The school follows the guidance issued by DfE.	Yes	Severity: 3 Likelihood: 2 Risk Rating: 6
The school has a robust PSHE programme. It also offers support to individuals through its ELSA and nurture interventions. A school wide approach to wellbeing is taken.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1
The school has a teacher trained in wellbeing and has recently appointed a Governor group to support the school staff and pupils through the pandemic.	Yes	Severity: 1 Likelihood: 1 Risk Rating: 1

<p>Have you explained to CEV staff the measures that have been put in place by the school to keep them safe? Further advice can be found at https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm and https://www.hse.gov.uk/coronavirus/working-safely/talking-to-your-workers/index.htm</p>	<p>There are currently no CEV staff in school.</p>	<p>Yes</p>	<p>Severity: Likelihood: Risk Rating:</p> <p>3 2 6</p>
<p>Have you undertaken a thorough risk assessment for any external visits? This should consider the impact of coronavirus on the visit, such as validity of insurance, Guidance for travel abroad/parts of the UK, quarantine arrangements, contingency arrangements, public health advice, pre-visit or checks with the provider etc. Further specialist advice can be found at https://ceapng.info/</p>	<p>Risk assessments are undertaken for all educational visits.</p>	<p>Yes</p>	<p>Severity: Likelihood: Risk Rating:</p> <p>3 2 6</p>

Jacky Ankerman Signed 

Dated ..02/12/21

Co-ordinator Signed 

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