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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Wider Opening – Whole School** | Week commencing 5th January To monitor the R rating for our local area and to respond appropriately with the Trust Board and LGB support should the rate of infection increase. Local lockdown was implemented from midnight on Tuesday 5th January 2021 | 3 | 4 | **M** | Critical worker and vulnerable pupils working in Year Group bubbles. Open to children of critical workers and vulnerable pupils except those that are on a Covid isolation period in line with Government Guidance. Full National Lockdown came into force Tuesday 5th January 2021. The schools risk assessment has been reviewed to reflect this and any changes required. | 3 | 4 | **M** |
| **Early Years & Primary aged children – lack of understanding** | Early Years & Primary aged children cannot be expected to remain 2 metres apart from staff and other children. | 3 | 4 | **M** | We will be using frequent reminders, as well as good routines to embed regular handwashing and not touching. | 2 | 4 | **M** |
| **Visitors to premises: Including****Contractors and Parents** | All essential visitors, including parents and contractors must have a pre-arranged appointment prior to arrival on site.  | 3 | 4 | M | Staff and essential visitors are encouraged to wear face masks when transitioning around the school and in general communal areas.**Note:** Children under the age of 3 will not be permitted to wear face masks for safety reasons.Only essential visits will be authorised during the lockdown period.  All essential visitors must comply with the school’s protective measures and risk assessment.   Extra-curricular activities which are not primarily to enable parents to work, seek work or provide respite care are not running. | 1 | 4 | **M** |
| **Before/After School Entry/Exit Procedures.** | We will seek parental permissions for Yr. 6 children, to enable as many as possible to walk to and from school independently (to avoid playground grouping).*\*See Organisational plan for specific group arrangements* | 3 | 4 | M | Continue to review entrance and exit procedures based on feedback from staff and parents. Staff and essential visitors are encouraged to wear face masks when transitioning around the school and in general communal areas.All parents/guardians will be asked (where possible) if they would wear a face covering when dropping off and picking up their children from school if on the school site.**Note:** Children under the age of 3 will not be permitted to wear face masks for safety reasons. | 2 | 4 | M |
| **Handwashing or sanitising**  | Pupils taught how to wash their hands by staff members. Pupils that need support to wash their hands are supported by a member of staff.Where need identified alcohol gel be made available to staff and pupils.Pupils are supervised throughout the school day to wash their hands for 20 seconds by staff members Staff follow the guidance providedHandwashing posters located are located around school.Pupils and staff follow the ‘Catch it, Bin it, Kill it’, guidance and avoid touching their faces, noses etc. practice followed whilst at school.Catch it, bin it, kill it posters located in pupil, staff toilet areas and around the school site.Pupils taught to cough and sneeze into their elbow and away from the direction of other pupils and staff.Staff and Pupils are directed to wash their hands before and at the end of the school day, before and after eating and following coughing and sneezing and where additional need identified.  | 2 | 4 | M | Ongoing Monitoring   | 2 | 3 | M |
| **Lunchtimes/ Playtimes** | Year group bubbles remain separate with no mixing of staff or children. | 2 | 4 | M | School kitchens are fully operational but must comply with the [“Guidance for food businesses on Coronavirus (COVID 19)”.](https://www.gov.uk/government/publications/covid-19-guidance-for-food-businesses/guidance-for-food-businesses-on-coronavirus-covid-19)Catering staff **must** wear either a **face mask** **and visor** when in the dining hall. Meals are requested and served directly to children.Catering staff **may** choose to wear a**visor** when preparing food or working in the kitchen.**Masks must not be worn** when preparing food or working in the kitchen due to food safety issues as staff could touch the mask or face when wearing them. | 2 | 4 | M |
| **Classrooms** | Children will sit at their own tables, well-spaced apart. An initial look at spacing by leaders suggests this is just do-able  To prevent infection spread on handles and for air flow, where possible, classroom doors and windows should be kept open; Soap, hand wash, hand sanitiser, tissues, PPE and other related products will be available in all teaching areas. Lidded bins will be provided in all classrooms for disposal of tissues and any other waste. | 2 | 4 | M | See Organisational plan (attached) for specific group arrangements.Pupil numbrs are reviewed as parents book them in each week Provisions for regular spot cleaning are located in each classroom.Children come dressed for Pe on P.E. days   | 2 | 4 | M |
| **Resources/Pupil Supplies** | Individual children’s equipment will be minimal and kept where possible at their table. All children froim Year 1 have their own pencil case.Bubbles are able to share equipment but it will be cleaned on a more regular basis.  | 3 | 3 | M | Children encouraged to wash hands / use hand gel before lessons and after each lessonWhen taking work home for marking, only essential items should be taken out of school. | 2 | 3 | M |
| **Contamination of outdoor play equipment** | Outdoor play equipment not to be used apart from in Nursery, where it will be cleaned daily. | 3 | 4 | **M** | All fixed play equipment to be washed on a more regular basis. . | 2 | 4 | **M** |
| **Facilities and Premises** | The checklist will be kept under review by the Head Teacher/Caretaker prior to opening and a completed version attached to the risk assessment for reference. | 3 | 4 | M | The school are to ensure all PPM (planned preventative maintenance) is scheduled and carried out. | 1 | 4 | L |
| **Lettings** | All lettings have been postponed.External sporting lettings will not take place. Other than breakfast and afterschool care internal lettings are on hold and will be reviewed after February half term.   | 1 | 4 | **L** | Only lettings which are essential wraparound care should continue during the national lockdown.  Any other lettings will be postponed tolater in the year. | 1 | 4 | **L** |
| **Home Visits** | No home visits will be carried out until further notice. A door step visit may be made if there are safeguarding concerns or work is being dropped off. Items can be left on the doorstep and both parties keep 2 metres away from one another.  | 2 | 4 | **M** | Only essential visits to be allowed and all visits must be approved by Trust/School.A home visits risk assessment is in place and is communicated with all parties prior to attending the visit. | 2 | 4 | **M** |
| **Cleaning** | See cleaning schedule. | 3 | 4 | M | PPE can be worn by all cleaning staff (disposable gloves and aprons) if cleaning staff want to. All cleaners will have own set of cleaning resources to reduce the risk of indirect transmission. All areas within school will be cleaned thoroughly on a daily basis.Particular attention will be paid to touch points such as door handles, light switches and handrails.Regular fogging is carried out. | 2 | 4 | M |
| **Handling Cash** | Taking cash payments from parents/carers. | 2 | 4 | **M** | No cash to be handled in school. | 1 | 4 | **L** |
| **Deliveries** | Advise all delivery drivers that no goods or food should be physically handed over.  | 2 | 4 | **M** | Decide on a location as a set drop-off point agreed in advance. | 1 | 4 | **L** |
| **Staff room/eating and safe use of facilities** | Individual Year group bubble staff areas. Staff to be encouraged to remain on site during lunch and breaks, when this is not possible, staff are advised to maintain social distancing while off-site. | 2 | 4 | **M** | Only staff within the bubble to use the designated aea and facilities. Maximum occupancies (1 person every 2 metres) identified on the door. | 1 | 4 | **M** |
| **Meeting Rooms/Offices** | Display maximum occupancy on door and rearrange furniture/remove chairs to help ensure capacity is not exceeded.the maximum occupancy of their offices. The maximum occupancy should be communicated with staff. Displaying the occupancy on the door is a quick and simple method to communicate this information.Encourage increased natural ventilation in smaller offices.Staff should leave their desks as clear as possible so that it can be easily cleaned.Waste bins to have lids on for any discarded tissues etc, should be lined with a bag for easy removal and should be operated by foot. | 2 | 4 | **M** | Displaying the occupancy on the door is a quick and simple method to communicate this information. | 1 | 4 | **L** |
| **Emergency Procedures** | Fire Emergency procedures are reviewed regularly to ensure that arrangements remain valid for Fire Safety including the numbers and locations of trained fire wardens and the validity of Personal Emergency Evacuation Plans consider social distancing measures where possible. Everyone must maintain 2 metre separation as far as possible during evacuation and at assembly points. Emergency lockdown procedures are reviewed regularly to ensure that arrangements remain valid. | 3 | 4 | M | A fire drill will be carried out during Spring term The school’s caretaker will carry out weekly testing of the fire alarm to ensure legal requirements are met.  | 2 | 4 | M |
| **First Aid/Possible COVID-19 Symptoms** | First aid equipment will be available in classrooms. Where possible, teachers should provide minor first aid to any child who requires it. Protective equipment, such as gloves and a mask, should be worn when first aid is administered. Children showing signs of Covid-19 will be isolated until parents can collect them. Suitable PPE equipment must be worn.  | 3 | 4 | M | PPE is in place.Personal protective equipment ***must*** be worn when administering first aid. See link for instructions on donning and doffing.<https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/877658/Quick_guide_to_donning_doffing_standard_PPE_health_and_social_care_poster__.pdf>There is a protocol in place for managing individuals who present with symptoms of Covid-19. Individuals who fall within the moderate or high risk category will not be expected to assist any individual who presents with possible symptoms of Covid-19.  | 2 | 4 | M |
| **Contact due to personal / intimate care** | Staff must wear the normal personal protective equipment they need for giving intimate/personal care.Disposable gloves, visors and aprons available. | 3 | 4 | **M** | PPE Is in place and staff have been given instruction on how to use, store, clean and dispose.See PPE Matrix. | 2 | 4 | **M** |
| **Staff Wellbeing** | Staff have been provided with Public Health England Guidance for the public on the mental health and wellbeing aspects of coronavirus (COVID-19). <https://www.gov.uk/government/collections/public-mental-health#improving-the-lives-of-people-with-mental-health-problems>Staff receive sufficient breaks during the school day.Staff informed of counselling service. | 3 | 4 | **M** | Monitor - Staff co-ordinate in individual bubbles | 2 | 4 | **M** |
| **Sensory Seeking Behaviours** **displayed (SEND issues)** | Pupils with sensory seeking behaviours identified.Risk assessments are in place for pupils who demonstrate sensory seeking behaviours.Relevant staff are involved in the risk assessment and follow action set out via risk assessment. Staff and pupils to wash their hands/sanitise regularly.Currently NA with current children  | 3 | 4 | **M** | Review whether PPE is required when managing sensory seeking behaviours e.g. gloves to be worn, access to cleaning equipment / anti-bacterial wipes.Behaviour Policy amended. | 2 | 4 | **M** |
| **Shielding Staff****(Medical complications relating to pre-existing medical condition/****Medical complications relating to medical treatment)** | The school has 2 members of staff who are currently shielding.  | 1 | 5 | L | <https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19> | 1 | 5 | L |
| **Clinically Vulnerable Staff****(Including BAME, pregnancy etc.)** | .Staff members to inform the Head Teacher if they think they would be classed as vulnerable and are at a greater risk from the Corona virus. Advice has been sought from H&S. | 1 | 4 | M | The school has a general risk assessment in place for staff who are classified as vulnerable under the government guidance.All staff within this category will be given a copy of the risk assessment for reference. | 2 | 4 | M |
| **Potential Symptoms (General)****Significant breathing difficulty.****High Temperature****Coughing and sneezing****Loss of taste and smell** | General precautions as advised by the Government strictly observed:* Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
* Put used tissues in the bin immediately
* Wash your hands with soap and water often – use hand sanitiser gel if soap and water are not available
* Try to avoid close contact with people who are unwell
* Don’t touch your eyes, nose or mouth if your hands are not clean

Each person in school, staff, pupil or visitor will where possible maintain a practical distance away from each other and not get into close proximity with each other if it can be avoided. | 3 | 4 | M | Any member of staff presenting with symptoms whilst in school will inform the Head Teacher/Deputy Head via mobile phone or through another member of staff bringing a message. Government Guidance will then be followed and individual sent home to self-isolate for 10 days.If the individual tests COVID-19 positive then the whole Pod will isolate for 10 days.A flow chart has been created to ensure procedures are followed for any persons presenting with Covid-19 symptoms.To arrange a test call 119 or visit [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus)  | 2 | 4 | M |
| **NHS Test and Trace/NHS Test and Trace App** | Close contact means:* having face-to-face contact with someone less than 1 metre away (this will include times where you have worn a face covering or a face mask).
* spending more than 15 minutes within 2 metres of someone.
* travelling in a car or other small vehicle with someone (even on a short journey) or close to them on a plane.
 | 2 | 4 | M | Any member of staff contacted by Test and Trace must notify the school immediately. Any member of staff who receives a positive test result must be very clear of the definition of ‘close contact’ when communicating with Test and Trace.<https://www.gov.uk/government/publications/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges/use-of-the-nhs-covid-19-app-in-schools-and-further-education-colleges> | 2 | 4 | M |

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| **Risk Assessment Notes:**There is a protocol in place for managing individuals who present with symptoms of Covid-19. Individuals who fall within the moderate or high risk category will not be expected to assist any individual who presents with possible symptoms of Covid-19. [Guidance](https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults) for vulnerable persons[Guidance](https://www.rcog.org.uk/en/guidelines-research-services/guidelines/coronavirus-pregnancy/covid-19-virus-infection-and-pregnancy/) for Pregnancy taken from a link on the NHS FAQs [site.](https://www.nhs.uk/conditions/coronavirus-covid-19/)**General Advice:*** To ensure good hand hygiene we ask that where possible staff refrain from wearing jewellery including watches in school.
* If possible, hair should be tied back to reduce the risk of touching your face.
* Staff are advised that when passing in corridors, to adhere to the non-verbal signalling method of communication to reduce the risk of the virus spreading.
* When with the children, do not bend down to their level and wherever possible stand to the side or the back of the child.
* Staff must adhere to social distancing guidelines both inside and outside of school.
* All advice to be sought from Public Health.

***\*Throughout the restricted opening process there will be incidents that require a dynamic risk assessment – an assessment of unforeseen or emergency hazards. The risk will be assessed by the staff at the time of the event.*** |
| The normal duties of consultation on health and safety matters still apply during the pandemic. Section 2(6) HSWA states: “It shall be the duty of every employer to consult any such representatives with a view to the making and maintenance of arrangements which will enable him and his employees to co- operate effectively in promoting and developing measures to ensure the health and safety at work of the employees, and in checking the effectiveness of such measures.”  |

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| Declaration of Competent Person  | Print Name: Jonny Henry | Head Teacher | Print Name: Amy Young |
| Signed: J Henry***I am satisfied that the controls within this risk assessment are sufficient to mitigate identified risks.*** | Signed: *Amy Young****I undertake to implement the control measures identified in this risk assessment and to review the assessment on a dynamic basis*** |

**Rating: Low = 1 – 6, Medium = 8 – 15, High = over 15**

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| **Risk Assessment Matrix (Probability and Likelihood Scales)** |
|  | **Likelihood Rating** |
|  |  | **1** | **2** | **3** | **4** | **5** | **6** |
| **Severity****Rating** | **Description** | Very Unlikely | Unlikely | May happen | Likely | Very likely | Certain or imminent |
| **1** | Delay only |  |  |  |  |  |  |
| **2** | Minor injury, minor damage |  | **LOW** |  |  |  |  |
| **3** | Lost time injury, illness, major damage |  |  |  |  |  |   |
| **4** | Major injury, disabling illness, major damage |   |  | **MEDIUM** |  |  |  |
| **5** | Single fatality, or permanent total disability |  |  |  |  |  |  |
| **6** | Multiple fatalities |  |  |  |  | **HIGH** |  |

**COVID-19 Re-Opening Organisational Plan**

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| * Access to testing is now available for all. Govmt guidance available
* Individual risk assessments of vulnerable staff used to identify who needs to continue to work from home or to do different duties
* Staff must maintain Government legislated social distancing i.e. 2 metres as far as possible but at least 1 metre. Staff should not be in close proximity of an individual for more than 15 minutes. Staff working with younger children may need to support with fastenings on clothing when children are changing Care should be taken when doing this to complete it as quickly as possible.
* Regular hand washing, throughout the day for minimum of 20 seconds with soap that lathers, rinse and dry. Young children must be supported to complete this independently
* Lidded pedal bins to be emptied frequently
* Slip on shoes where possible, which can be easily cleaned. No belts, buckles or jewellery including watches and rings
* Cut nails back and if possible remove false nails
* If in contact with any child with possible symptoms remove school clothes immediately and place in washer / shower with soap that lathers including hair
* School to continue a deep cleaning cycle
* Consistent groups to be maintained with consistent designated members of staff identified as far as possible. Avoid movement of pupils between groups
* Observe staffing ratios for EYFS
* After school club in a bubble –records are kept of attendees
* Lunchtimes will be staggered
* Use of staffroom and toileting facilities will be altered.
* Avoid congregating in office – maximum of 2 people in this area. Wait outside and make a request at the office door.
* Weather dependent – use the outside as much as possible, open windows to allow air flow
* Use all the yard areas for maximum spacing of bubbles. Keep pupils in social bubble groups
* Head Teacher, SLT and Unions available for discourse if concerned
* Tissues, antibac wipes, disinfectant cleaning materials available in office, hall, classrooms and staffroom, regular cleaning will take place throughout the day.
* Avoid sharing of equipment where possible e.g.:- sharing an artefact : pupils work on only their designated computer/ table with own resources.
* If resources are shared e.g. small world play equipment in EYFS they should be placed in the dishwasher in net bags and then left to dry.
* Ensure numbers in provision areas allow for spacing of pupils
* ‘Soft’ resources which cannot easily be cleaned removed/stored
* Pupils to leave personal effects at home- bags can be brought in
* All TA’s in each group are First Aid trained to support teachers/pupils. PPE is available for staff.
* There will be no assemblies at key stage or whole school level.
* Staggered breaks will ensure all staff have time away from pupils
* Any new school rules explained and enforced to pupils to aid their understanding especially social distancing and the use of toilet facilities and hand washing facilities. There will be staggered use of facilities and this should be supervised
* Pupils encouraged to cough into elbow/tissue, encourage pupils not to touch, face, eyes or mouth with fingers. Tissues available and pedal bins emptied, safely and regularly. All surfaces to be regularly cleaned thoroughly daily
* Pupils can be dropped off between 8.30am and 9.00am and picked up betaween 3.00pm and 3.30pm to limit the number of people on the school site at anyone time.
* Symptomatic pupils will be removed to an isolation area- with PPE as required to protect staff and pupils: eye protection, facemasks, disposable apron and aim to stay 2m apart if at all possible until a family member arrives. After collection, immediate cleaning of all areas the pupil has been/had contact with
* Upon collection of a symptomatic child parents will be given a copy of the current guidance. Advise to seek a test and self-isolate pupil for 10 days, and household members for 10 days, testing available, contact local centre for appointment. If negative the child can return to school, if positive the other pupils and staff working with the group may be sent home to self-isolate for 10. Letters will be sent to notify parents and staff as to affected parties and bubbles
* Visitors/contactors will be limited, an appointment must be made with the office prior to arrival at school.

Continue to be mindful of:-* Door handles, Petrol Pumps, PIN/ATM Machines, Personal PC’s. Ipads, Phones (disinfect daily between home/school), Car – handbrake, gears, seatbelts

Personal Hygiene, particularly handwashing, is paramount to reduce the spread of Covid 19. |

**Personal Protective Equipment Matrix**

The matrix below details the type (not make) of Personal Protective Equipment which may be suitable for a specific task. Government advice specifically states:

*The majority of staff in education settings will not require PPE beyond what they would normally need for work, even if they are not always able to maintain a distance of 2 metres from others. PPE will only be required in a very small number of cases.*

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|  | (Not PPE)Sanitiser | Face Mask | Disposable Gloves | Disposable Apron | Full Face Shield |
|  |  |  |  |  |  |
| Teaching or Assisting Teaching | When hand washing facilities are not available | X | X | X | X |
| Cleaning / Site responsibilities | When hand washing facilities are not available | When specific protection is needed due to chemicals being used, or cleaning a potentially infected area. | When specific protection is needed due to chemicals being used, or cleaning a potentially infected area. | When specific protection is needed due to chemicals being used, or cleaning a potentially infected area. | X |
| Kitchen/Dining roles | When hand washing facilities are not available | X | In line with normal guidance and while clearing used crockery/cutlery | X | X |
| First Aid | When hand washing facilities are not available | When close contact is needed whilst administering First Aid | In line with normal guidance | X | X |
| Required close contact (within 2 metres) with an actual or suspected COVID 19 case | When hand washing facilities are not available | When close contact is required whilst supporting an individual before they are transported off site, and until area is cleaned. | When close contact is required whilst supporting an individual before they are transported off site, and until area is cleaned. | When close contact is required whilst supporting an individual before they are transported off site, and until area is cleaned. | When close contact is required whilst supporting an individual before they are transported off site. |
| Cleaning an area after a suspected COVID 19 case  | When hand washing facilities are not available | Used when cleaning an area where a significant chance of infection exists (room where individual has waited for attention or toilet used) | Used when cleaning an area where a significant chance of infection exists (room where individual has waited for attention or toilet used) | Used when cleaning an area where a significant chance of infection exists (room where individual has waited for attention or toilet used) | X |
| Transporting in vehicles | Required along with disposable wipes | Available and provided for employees. Pupils encouraged to use their own | X | X | X |

**COVID-19 Re-Opening Organisational Checklist**

**Section A**

**All school premises that have been closed to children and staff since 5th January 2021**

**Actions required:**

 Flushing the water system in accordance with the school’s legionella risk assessment and policy.

 Checking that there are no leaks in the water system and that there is provision of hot water.

 Ensuring the safety and quality of the water by:

* disinfecting the water system by raising the temperature of the heating of the system; or
* in schools which have cooling towers/AC systems, microbiologically testing the water and receiving a positive clearance.

 Testing the fire alarms/smoke alarms/panic and accessible-toilet alarms.

**Checking:**

 the fire-door mechanisms;

 gas supply;

 kitchen equipment; (MBC)

 ventilation system;

 key holder information;

 the fixed wiring (if the scheduled tests required by regulations have not taken place in the last sixth months);

 emergency lighting;

 Inspection of lifts (if the scheduled tests required by the regulations have not taken place in the last six months);

 Inspection of all known asbestos sites(these may have been damaged by rodent activity during the closure).

 Inspection for rodent activity and/orinfestations (commissioning of pest control may be required).

 Cleaning of the premises

* Deep cleaning is not required if no-one has been into the premises during the time of closure. However, if someone goes into the premises within five days before the date of reopening, any areas accessed by that person must have a deep clean of touch surfaces.

**Section B**

**For schools who have been partially open for key worker children**

If only part of the school premises has been open, the checks in Section A of this checklist must be carried out for all parts of the building and any other buildings on the site which have been closed for any period of time.

 **Cleaning of the school site**

* If the school has been partially opened, then a full deep clean of the premises should not be necessary unless it has been required by Public Health Authorities. However, all touch surfaces should be given priority for cleaning, as should have been the case during the partial opening.

**Section C**

**All schools**

Planning for the reopening of the school should be on the basis of phased re-entry of pupils, and below are listed the factors which must be considered in planning for reopening.

 Assessment of the availability of staff for all activities during the school day, including lunchtime and break supervision, and to provide support for pupils with special or additional needs, considering:

* staff who have underlying medical conditions (as defined in government guidance);
* staff who are subject to shielding or are in a household where someone is shielding;
* staff who are self-isolating, and staff on maternity or any other form of leave, and will, therefore, not be available for work;
* the availability of supply staff to cover any vacancies or long-term absences.

 Defining the expectations about teaching and learning, including:

* how the number of pupils returning to school each day will be managed to ensure that social distancing is maintained, and account is taken of:
	+ which categories of pupil may be given preference in any phased modification of controls on schools, such as pupils with special/additional education and support needs or who might otherwise be vulnerable, or pupils in particular year groups; for example, pupils who are preparing for SATs or who may have been among the most disrupted by the partial closure of schools to date;
	+ the ability of certain pupils to maintain social distancing;
	+ arrangements for staff and pupils during breaks and lunchtimes, including supervision of pupils in the context of social distancing.
	+ any subject-specific requirements that they may need to inform the numbers and categories of pupils attending school.
* the extent to which existing planning, schemes of work and programmes of study will need to be adapted to take account of:
	+ the number of pupils who will be on site;
	+ the age and stages of development of these pupils;
	+ the frequency with which pupils will be expected to attend;
	+ the suitability of materials and resources for working with pupils who may need to attend school irregularly;
	+ those pupils with special/additional educational support needs.
* the support, time and resources that will need to be made available to teachers and other staff to make any necessary preparations in respect of the above;
* availability of appropriate personal protective equipment (PPE) and access to hot water and soap and arrangements for the regular cleaning of touch surfaces throughout the day.

 Review of the current risk assessments individual pupils may have

* These may not be appropriate or may need extending to take account of the new situation relating to the change in the nature of the provision being made and the provisions of COVID-19 guidance.

 Risk assessments of other pupils

* pupils who have not previously been risk assessed but in the new circumstances may pose a risk;
* pupils who need specific care, which cannot be delivered whilst ensuring social distancing;
* potentially violent pupils, especially those with a known risk of spitting and/or requiring physical restraint.

As required under health and safety legislation, all risk assessments should be subject to consultation with staff.

 Review of the school’s pupil behaviour policy to ensure that it covers COVID-19-related incidents

* Make provision for the school to be able to sanction, up to and including exclusion, pupils who wilfully refuse to adhere to arrangements of social distancing and deliberately cough or spit at pupils or staff, putting them at risk.

 Assessment of the availability of school transport, including transport for pupils with special needs

* Assess the availability of transport and the arrangements being made by the transport providers for compliance with social distancing. NA

 Review of the arrangements for routine maintenance of the premises

* Assess how this will be carried out while maintaining social distancing and consider minimising risk by limiting maintenance to regulatory requirements and emergencies.

***I am satisfied that the actions within this checklist have been actioned and are sufficient to mitigate identified risks.***

|  |  |
| --- | --- |
| Name: |  |
| Signature: |  |
| Date: |  |